

Northeast Educational Services Cooperative
Advisory Board Meeting
Wednesday, February 7, 2018

The Advisory Board for the Northeast Educational Services Cooperative (NESC) met Wednesday, February 7, 2018 at Hy-vee in Watertown, South Dakota. The meeting was called to order by Director Aberle at 10:03 A.M. and adjourned at 11:09 A.M.

Present: Steve Benson, Britton-Hecla; Keith Fodness, Castlewood; Luanne Warren, Clark; Abi Van Regenmorter, De Smet; Kimberly Kludt, Deubrook; Chad Schiernbeck, Deuel; Brian Jandahl, Elkton; Jim Lentz, Estelline; Gary Leighton, Florence; Patrick Kraning, Hamlin; Philip Schonebaum, Henry; Tim Casper, Lake Preston; Tess Appel, Rosholt; Laura Schuster, Sioux Valley; Jon Meyer, Waverly; James Block, Webster; Scott Klaudt, Willow Lake; Larry Hulscher, Wilmot

Absent: Justin Downes, Arlington; Virginia Dolney, Enemy Swim; Mike Ruth, Iroquois; Kurt Jensen, Summit; Dean Jones, Waubay

Others Attending: Jerry Aberle, Director; Tiffany Stormo, Business Manager; Tim Frewing, Assistant Director

ADVISORY BOARD AGENDA

Financial Report

Business Manager Stormo reviewed the financial report for December 2017.

Future Meeting Dates

Meeting dates will be March 7, April 4 (undecided), and May 2.

Reading Recovery

Motion by Leighton, second by Appel to leave the rates for the satellite schools the same for the 18-19 school year as they are for the 17-18 school year.

December 1 child count

Discussion was held on the December 1 child count report.

PECS(Picture Exchange Communication System)

Discussion was held on PECS Level 1 Training that will be held August 8 and 9, 2018.

CASE(Council of Administrators of Special Education)

Discussion was held on Hybrid Conference that will be held March 8 and 9, 2018.

Junior Kindergarten Case Management

Discussion was held concerning who should be providing Jr. Kindergarten students with special education services. The group decided to make this decision based on a school by school basis.

ESY

Motion by Leighton, second by Casper to approve the recommended rates for ESY 18-19.

Performance Surveys for NESC Providers

Four districts have not returned their performance surveys for NESC employees. Director Aberle asked they be returned by Feb. 9th.

Behavior Services

Discussion was held on behavior services.

Adjournment

There being no further business, motion by Kraning, second by Benson to adjourn. All present voting in favor, motion carried.

Tiffany Stormo, Business Manager

Northeast Educational Services Cooperative
Board of Directors Meeting
Monday, February 19, 2018

The Board of Directors for the Northeast Educational Services Cooperative (NESC) met in regular session on Monday, February 19, 2018 at Lake Area Technical Institute in Watertown, SD. The meeting was called to order by President Koenecke at 7:00 P.M. and adjourned at 8:34 P.M.

Members present:

Justin Petersen, Arlington; Cory Akin, Castlewood; Norman Koehlmoos, De Smet; Carie Knutson, Deubrook; Debbe Koenecke, Deuel; Arend Schuurman, Elkton; Krecia Weinberg, Estelline; Casper Niemann, Hamlin; Dave Fuller, Henry; Brett Anderson, Lake Preston; Gene Bjorklund, Sioux Valley; Lisa Amdahl, Summit; Sandy Hinze, Waubay; Penny Thyen, Waverly/South Shore; Joel Shoemaker, Webster; Tia Felberg, Willow Lake; Denise Lutkemeier, Wilmot

Absent:

Josh Hawkinson, Britton-Hecla; Trudi Gaikowski, Clark; Evelyn Eagle, Enemy Swim Day School; Kathy Roe, Florence; Greg Schortzmann, Iroquois; Amber Hamling, Rosholt

Others Attending:

NESC Staff Representatives: Carrie Niles

Member District Superintendents: Jim Block, Webster

NESC Administration: Jerry Aberle, Director; Tiffany Stormo, Business Manager; Tim Frewing, Assistant Director

Call to Order

President Koenecke called the meeting to order at 7:00 P.M.

Agenda review, changes, and approval

Action #18049 Motion by C. Knutson, second by D. Lutkemeier to approve the agenda with one addition: 7k - Child count numbers for December 1, 2017. All present voting in favor, motion carried.

Introduction of Guests

Jim Block and Carrie Niles were introduced as guests.

Conflicts of Interest

No conflicts of interest were presented.

Financial Report

Action #18050 Motion by C. Akin, second by C. Niemann to approve the financial report for the period ending January 31, 2018. All present voting in favor, motion carried.

	<u>General Fund</u>	<u>Special Education Fund</u>	<u>Agency Fund</u>
January 1, 2018			
	\$232,785.64	\$699,395.14	\$13,072.16
<u>Receipts:</u>			
Local Sources	\$142,343.49	\$167,229.08	
State Sources		\$3,869.22	
Federal Sources		\$149,099.00	
Other	\$64.64	\$17,638.79	\$4,382.85
<u>Total Monthly Receipts</u>	<u>\$142,408.13</u>	<u>\$337,836.09</u>	<u>\$4,382.85</u>
Total Gross Receipts	\$375,193.77	\$1,037,231.23	\$17,455.01
Manual Journal Entry		\$-257.64	
Less Salaries	\$15,908.87	\$258,550.38	
Less Disbursements	\$20,049.82	\$94,449.65	\$4,297.30
<u>Total Salaries & Disbursements</u>	<u>\$35,958.69</u>	<u>\$353,000.03</u>	<u>\$4,297.30</u>
Ending Cash Balance			
January 31, 2018	\$339,235.08	\$684,488.84	\$13,157.71

Consent Agenda

Action #18051 Motion by J. Shoemaker, second by G. Bjorklund to approve the following items on the Consent Agenda:
6a) Approval of January 15, 2018 Board of Directors minutes with the correction to change Hlavack to Hlavacek; 6b)
Approval of payment of February 2018 claims. All present voting in favor, motion carried.

February 2018 Accounts Payable

GENERAL FUND:

APEX LEARNING APEX SEATS - LANGFORD 125.00, BMO MASTERCARD PURCH SVCS, TRAVEL, PHONE, SPLS 2,412.47, BND TOWING MAINT 95.00, CENEX FLEETCARD GASOLINE 4,842.19, CENTURY BUSINESS PRODUCTS, INC ADMIN SUPP 24.11, DELYLE'S SOUTH 81 SERVICE, INC. MAINT 2,361.63, DEUEL CO. CENEX GASOLINE 25.86, DON'S BODY SHOP MAINT 4,291.80, DUST TEX SERVICE, INC. JAN RUG RENTAL 7.71, ESTELLINE COMMUNITY OIL CO. MAINT 71.93, HAMLIN COUNTY FARMERS COOP MAINT & GASOLINE 1,121.95, HAMLIN COUNTY PUBLISHING CLASSIFIED ADD 75.00, KOENECKE, DEBBE OCT 18TH SP MTG MILEAGE 4.03, NESC IMPREST 148.20, NESC PAYROLL FEB 18, 15, 933.66, NORTHLAND AUTO CENTER MAINT 304.18, OTTER TAIL POWER CO. JAN ELECTRICITY 142.84, P/3 ELECTRIC BLDG MAINT 12.24, S & S AUTO MAINT 17.00, SANFORD HEALTH PLAN HSA/FSA FEES 13.50, STORMO, BEN DEC- JAN SNOW REMOVAL 69.00, TOWN OF HAYTI WATER 5.32, W.W. TIRE SERVICE MAINT 563.23, WEBSTER AUTO CARE MAINT 265.40

FUND TOTAL: \$32,933.25

SPECIAL EDUCATION FUND:

BMO MASTERCARD PURCH SVCS, TRAVEL, PHONE, SPLS 15,317.32, BRITTON-HECLA SCHOOL DISTRICT JAN MILEAGE 212.10, CASTLEWOOD SCHOOL DISTRICT NURSE SPLIT 20,050.44, CENTURY BUSINESS PRODUCTS, INC ADMIN SUPP 79.16, CHILSON, GINA JAN MILEAGE 166.32, DUST TEX SERVICE, INC. JAN RUG RENTAL 43.70, GENT, MELISSA NASP DUES - MG 80.00, HAMLIN COUNTY PUBLISHING CLASSIFIED ADD 425.00, HAMLIN SCHOOL DISTRICT JAN 18 USE FEE 873.76, HOLIDAY INN EXPRESS & SUITES SF ED SPEC TRAVEL - AN 275.00, JUTTINGS GROCERY CB SUPP 20.73, KELLER-KNUDSON, CHERYL ASHA DUES 225.00, KOENECKE, DEBBE OCT 18TH SP MTG MI 22.85, PARENT DEC - JAN MILEAGE 181.44, NESC IMPREST 891.16, NESC PAYROLL FEB 18 PAYROLL 264,255.95, OTTER TAIL POWER CO. JAN ELECTRICITY 809.43, P/3 ELECTRIC BLDG MAINT 69.36, SANFORD HEALTH PLAN HSA/FSA FEES 76.50, STORMO, BEN DEC- JAN SNOW REMOVAL 391.00, TOWN OF HAYTI WATER 30.18, WEBSTER SCHOOL DISTRICT JAN 18 USE FEE 406.40, WIESE, RITA JAN HOME VISITS - MI 23.94

FUND TOTAL: \$304,926.74

Discussion Items

February 7, 2018 Advisory Board meeting minutes

Director Aberle reviewed the minutes from the advisory meeting.

Audio accessibility for NESC Board Meetings

Discussion was held on making NESC Board Meetings accessible to the public via audio stream.

Action #18052 Motion by D. Lutkemeier, second by J. Shoemaker to approve audio accessibility for NESC Board Meetings. All present voting in favor, motion carried.

Director's Report

Director Aberle gave his monthly report.

Assistant Director's Report

Assistant Director Frewing gave his monthly report.

ESY rates for summer 2018

Discussion was held on ESY rates for summer 2018.

Reading Recovery rates for satellite schools

Discussion was held on Reading Recovery rates for satellite schools.

Early Childhood services (Jr. Kindergarten)

Discussion was held concerning who should be providing Jr. Kindergarten students with special education services. The Board decided to make this decision based on a school by school basis.

Business Manager Evaluation

Business Manager Evaluations were passed out. They should be mailed back to Vice-President J. Homola before March 12th to go over at the March 19th, 2018 Board Meeting.

E-Rate

Discussion was held on E-Rate.

Meals for Center Base Students

Discussion was held on meals for Center Base students.

Child count numbers for December 1, 2017

Director Aberle went through a history of the SPED child count numbers at NESC. The data shows that numbers are increasing at a higher pace than previous years.

Action Items

Approve retirement – Gina Chilson, Speech Language Pathologist

Action #18053 Motion by B. Anderson, second by C. Niemann to approve Gina’s retirement. All present voting in favor, motion carried.

*The Board thanks Gina for
28 years of service and wishes
her well in her new adventures.*

Set ESY rates for summer 2018

Action #18054 Motion by C. Knutson, second by G. Bjorklund to set the ESY rates for summer 2018 as presented. All present voting in favor, motion carried.

	NESC Para	Certified Staff	Other Non-Certified Staff
2018 Rate	2017-2018 Hourly Rate	Based on 2017-18 contract salary; divided by # of day contract; divided by 8 hours per day to determine hourly rate. If certified staff does not work for either NESC or NESC District, it would be \$28.11 per hour	\$13.40 per hour or what they are making currently as an NESC or district para If it is greater.

Set Reading Recovery Rates for Satellite Schools

Action #18055 Motion by D. Lutkemeier, second by A. Schuurman to set the rates for satellite schools with no increase. All present voting in favor, motion carried.

Executive Session

Action #18056 Pursuant to Personnel - SDCL 1-25-2(1) Motion by C. Akin, second by J. Shoemaker to enter executive session at 8:28 to discuss Assistant Director Evaluation. All present voting in favor, motion carried.

President Koenecke declared the board out of executive session at 8:33 P.M.

Action Items after Executive Session

Action #18057 Motion by J. Shoemaker, second by C. Niemann to offer contract to Assistant Director Tim Frewing with salary to be determined at a later date. All present voting in favor, motion carried.

Adjournment

Action #18058 With there being no further business, motion by C. Knutson, second by B. Anderson, to adjourn. All present voting in favor, motion carried.

The next NESC Board of Directors meeting will be held at Lake Area Technical Institute in Watertown, SD on Monday, March 19, 2018 at 7:00 P.M.

Debbe Koenecke, President

Tiffany Stormo, Business Manager