

Estelline School District Regular Board Meeting
Monday April 13, 5:30 pm
Estelline School
Regular Board Meeting Agenda

1. Call to Order
2. Flag Pledge
3. Approve Agenda
 - 3.1 Additions
 - 3.2 Deletions
4. Conflict of Interest Disclosures
5. Consent Agenda
 - 5.1 Approval of minutes from March 9, 2020 and March 12, 2020
 - 5.2 Approval of monthly bills
 - 5.3 Approval of financial reports
 - 5.4 Approval of Contracts
 - 5.4.1 Josh Opp resignation
 - 5.4.2 Nikki Mack resignation
 - 5.4.3 Lindsay Edwards – Elem SpEd Teacher for FY21
6. Public Input: Representatives of the public who desire to address the board on any topic related to board work are welcome to do so at this time. Speakers are requested to limit their remarks to no more than five minutes and to appoint a spokesperson if the concern is a group concern, and to supplement verbal presentations with written reports if desired or necessary.
7. Old Business
 - 7.1 2020-2021 Capital Outlay – approval of additional projects
 - 7.2 COVID-19 response - Tianna
 - 7.3 School Calendar 2020-2021
 - 7.4 Bus #7
 - 7.5 Promethean Board Quotes
 - 7.6 Approve Audit Report
 - 7.7 School Board Election – need to pick a date in June
8. New Business
 - 8.1 Surplus Equipment
 - 8.2 Technology Plan
 - 8.3 Open enrollment for FY21
 - 8.4 Insurance Renewal – SD School District Benefits Fund Adoption and Renewal
 - 8.5 Rehire Quam, Berglin and Post
 - 8.6 SDHSAA Agreement for 20-21
 - 8.7 Back Pach Trust & Agency Account
 - 8.8 Junior Kindergarten Discussion
 - 8.9 Graduation
 - 8.10 May Meeting Date – May 11
9. Committee Reports

10. Administrative Comments

11. Executive Session for Personnel SDCL (1-25-2.1), Negotiations SDCL (1-25-2.4) and SDCL (1-25-2.2) Student matter – if needed

12. Adjourn

ZOOM

The meeting link is: <https://sdstate.zoom.us/j/257785835>

Topic: Estelline Board of Education Meeting, April 2020

Time: Apr 13, 2020 05:30 PM Central Time

Meeting ID: 257 785 835

School Board Agenda - Appendix

4-13-2020

3. Agenda should be approved
5. Consent agenda should be approved.
- 7.1 Capital outlay projects as a starting point – up to board, may want to wait until governor’s June address.
- 7.2 Overview from Tianna
- 7.3 Recommend waiting one month to finalize due to what may be asked by DOE
- 7.4 Bus #7
- 7.5 Tina will give update quotes
- 7.6 Recommend approving audit report
- 7.7 Recommend moving it – Tuesday in June (23rd)?
- 8.1 Surplus Equipment
- 8.2 Technology Plan – Tina will introduce, acted upon at next meeting.
- 8.3 Recommend accepting open enrollment
- 8.4 Recommend adopting and accepting plans
- 8.5 Recommend rehiring auditors
- 8.6 Recommend SDHSAA resolution
- 8.7 Recommend Back PACH donation and closing of T&A account
- 8.8 Junior Kindergarten – discussion Mr. Pitts
- 8.9 Graduation – discussion
- 8.10 May meeting – May 11

4-13-2020

Board,

The March agenda has two resignations to accept.

Two things, the school calendar and the capital outlay may be items you would want to table for a month or maybe even two months because of negotiations and because of what the governor said about not giving the 2% and maybe not even giving a 0% raise to schools. Tina will provide Promethean board quotes if you want to act on them. The audit report should be approved and the elections should be changed, probably until the 23rd of June.

The technology plan will be introduced this meeting and can be acted upon at the next meeting. The one open enrollment should be accepted. The insurance renewal was good again and should be renewed with the same plans. You should rehire your auditors for next year and sign up with the SDHSAA for next year. Graduation right now is a fluid topic with a number of ideas being floated. See you on Monday.

Jim Lentz

UNAPPROVED MINUTES OF THE REGULAR MEETING OF THE ESTELLINE SCHOOL BOARD HELD MONDAY, MARCH 9, 2020 AT THE ESTELLINE SCHOOL.

The Estelline school board met on March 9, 2020 at 5:30 P.M. with the following members present: Tianna Beare, Chad Saathoff, Chris Verhoek, Todd Bjorklund and Lynda Pierce.

Others present: Jim Lentz, Amy Miller, Gwen Taylor, Jeremy Bachman, Jenna Aderhold and various staff members.

Chairman Beare called the meeting to order at 5:33 P.M.

President Beare led the Pledge of Allegiance.

03/30/20: Motion by T. Bjorklund, second by C. Saathoff to approve the agenda with the change of adding 7.3 ITC Memorandum of Understanding. All voted aye; motion carried.

There were no conflict of interest disclosures.

03/31/20: Motion by L. Pierce, second by T. Bjorklund to approve the consent agenda items to include: approval of February 12, 2020 minutes, March bills, February financials, and approval of contract for Audra Gunderson – PT Administrative Assistant \$13.75/hr. All voted aye; motion carried.

Mr. Lentz discussed the 2020-2021 Prelim Capital Outlay plan.

03/32/20: Motion by T. Bjorklund, second by C. Saathoff to approve the Capital Outlay projects for FY21; Kitchen freezer/cooler up to \$49,500, Access control in the Arena \$5,000, Laptop replacement \$45,000 and iPad replacement \$10,000. All voted aye; motion carried.

03/33/20: Motion by C. Saathoff, second by C. Verhoek to approve the ITC Memorandum of Understanding. All voted aye; motion carried.

Mr. Lentz provided the School Calendar – 2020-2021 to the board for review.

Discussion was held on the Legal Counsel for the School.

Discussion was held on COVID-19.

Mr. Lentz discussed that we have a buried tank and there is a grant that we can apply for that will remove the buried tank. The district would be responsible for replacing concrete, grass, etc. if we choose to do that.

03/34/20: Motion by T. Bjorklund, second by C. Saathoff to appoint the election board as follows: Betty Saathoff, Judge, Darlene Buschenfeld, Clerk, and Marj Warborg, Clerk. All voted aye; motion carried.

T. Bjorklund didn't have anything to report on behalf of NESC.

Mrs. Taylor gave her report to the board.

Mr. Bachman gave his report to the board.

Mr. Pitts gave his report to the board.

03/85/20: Motion by C. Saathoff, second by L. Pierce to advertise at the Estelline Rodeo in the amount of \$750.00 for a commercial highlighting the Estelline School District. All voted aye; motion carried.

Mr. Lentz gave his report to the board.

Mrs. Miller gave her report to the board.

03/86/20: Motion by T. Bjorklund, second by C. Verhoek to enter into Executive Session for the purpose of Personnel per SDCL (1-25-2.1) at 6:55 P.M. All voted aye; motion carried.

Mrs. Taylor, Mr. Pitts, Mr. Lentz and Mrs. Miller were excused at 7:06 P.M. for the remainder of the meeting.

President Beare declared the board out of executive session at 8:46 P.M.

03/87/20: Motion by T. Bjorklund, second by L. Pierce to offer Administrative contracts to Business Manager Miller and Principals Taylor and Pitts for school year 2020-2021. No contract offered to Superintendent Lentz for the upcoming school year. Five (5) votes yes; motion carried

03/88/20: Motion by C. Saathoff, second by C. Verhoek to adjourn at 8:47 P.M. All voted aye; motion carried.

The next regular school board meeting will be April 13, 2020 at 5:30 P.M.

_____ Board Chairman _____ Business Manager

UNAPPROVED MINUTES OF THE SPECIAL MEETING OF THE ESTELLINE SCHOOL BOARD HELD THURSDAY, MARCH 12, 2020 AT THE ESTELLINE SCHOOL.

The Estelline school board met on March 12, 2020 at 4:30 P.M. with the following members present: Tianna Beare, Chad Saathoff, Todd Bjorklund, and Chris Verhoek. Lynda Pierce was present via teleconference.

Others present: Business Manager Miller.

Chairman Beare called the meeting to order at 4:30 P.M.

03/89/20: Motion by C. Verhoek, second by T. Bjorklund to approve the agenda as written. All voted aye; motion carried.

There were no conflict of interest disclosures.

There was no public input.

03/90/20: Motion by T. Bjorklund, second by C. Saathoff to approve the contract with Tom Oster, DakotaEd Consulting to assist in the search of a Superintendent for the Estelline School District.

03/91/20: Motion by C. Saathoff, second by T. Bjorklund to adjourn at 4:49 P.M. All voted aye; motion carried.

_____ Board Chairman _____ Business Manager

Checking Account ID 1
 Amazon.Com Corporate Credit
 Total Amazon.Com Corporate Credit

Board Report - Board 2017

Posted - All; Processing Month 04/2020

Invoice Number

Fund Number 10

GENERAL FUND

Description

03102020

Supplies

Amount

74.93

74.93

AT&T Mobility, LLC

03232020-0001

Transportation Vehicle Tracker GPS

193.76

Total AT&T Mobility, LLC

193.76

Bauman Electric, Inc.

350424

Electrical Repairs - ballast

656.18

Bauman Electric, Inc.

350425

Bulbs

429.53

Total Bauman Electric, Inc.

1,085.71

Boldt-Belden, Tina

03172020

Travel - Gas Reim ECS Training

15.00

Total Boldt-Belden, Tina

15.00

City of Estelline

03272020-0-0001

Elementary Utilities

1,867.47

City of Estelline

03272020-0-0002

Beckman Field Utilities

59.94

City of Estelline

03272020-0-0003

Arena Utilities

606.94

City of Estelline

03272020-0-0004

Rural School Utilities

8.00

City of Estelline

03272020-0001

High School Utilities

2,549.50

Total City of Estelline

5,091.85

Climate Systems Inc.

84971

Repairs - AHU 3

270.00

Climate Systems Inc.

85082

Repairs Room 48 & 5th Gr

581.50

Total Climate Systems Inc.

851.50

Country Corner

03312020

AR Prizes

76.42

Country Corner

04012020-0001

Storage Unit Rent

50.00

Total Country Corner

126.42

Dakota Education Consulting, LLC

04012020

Superintendent Search - 1st half

3,000.00

Total Dakota Education Consulting, LLC

3,000.00

DvL Fire and Safety

57803

Annual Inspection - 2 Buses

66.00

Total DvL Fire and Safety

66.00

EMC Insurance Company

B-05860306-0001

Commercial Insurance

3,561.59

Total EMC Insurance Company

3,561.59

Estelline Community Oil Co.

03312020-0001

Fuel, Supplies, Repairs

1,722.53

Total Estelline Community Oil Co.

1,722.53

Estelline Lunch

03312020-0001

Elementary Milk Break - March

197.72

Total Estelline Lunch

197.72

First Bank & Trust

03262020

Postage, Fuel

423.31

Total First Bank & Trust

423.31

Hamlin County Publishing Inc.

03252020

Publications, Minutes

158.24

Total Hamlin County Publishing Inc.

158.24

Hauff Mid-America Sports, Inc.

67392

Track Medals Snobird Invite

1,038.30

Total Hauff Mid-America Sports, Inc.

1,038.30

Board Report - Board 2017

Posted - All; Processing Month 04/2020

Invoice Number

603810697

603828607

Description

Custodial Supplies - COVID-19 Cleaning

Custodial Supplies

Dues

Band Supplies - SOUSA Desk Piece

Battery Backup for Server

Telephone Service

Telephone Lease

Shop Supplies

Election Supplies

NESC Assessments

Natural Gas - 404 N 6th St

Natural Gas - 708 Davis Ave

Natural Gas - 404 N 6th St.

Office Supplies

Office Supplies

Audit Services FY2019

2019-20 Rule Books

Workers Compensation

Supplies - Receipt books (2)

Instructional Workbooks

Amount

993.20

1,624.52

2,617.72

61.96

61.96

68.00

68.00

114.60

114.60

369.14

369.14

330.77

330.77

22.63

22.63

68.73

68.73

385.58

385.58

1,403.53

266.10

1,175.56

2,845.19

20.88

9.39

30.27

9,400.00

9,400.00

213.00

213.00

1,039.51

1,039.51

111.95

111.95

23.80

23.80

35,309.71

Vendor Name	Invoice Number	Description	Amount
Checking Account ID 1	Fund Number 21	CAPITAL OUTLAY	
Athletic Equipment Source, The	32732	Track Equipment Vaulting Poles	1,509.00
Total Athletic Equipment Source, The			<u>1,509.00</u>
MFAC, LLC	INV111824	Track Equipment	476.55
Total MFAC, LLC			<u>476.55</u>
Toshiba Financial Services	409909959-0001	Copier Lease 03/12/20 - 04/12/20	845.05
Total Toshiba Financial Services			<u>845.05</u>
Fund Number 21			<u>2,830.60</u>
Checking Account ID 1	Fund Number 22	SPECIAL EDUCATION FUND	
Children's Care Hospital	02292020-0001	Tuition/Therapies	13,326.75
Total Children's Care Hospital			<u>13,326.75</u>
Estelline Community Oil Co.	03312020-0001	Fuel, Supplies, Repairs	683.39
Total Estelline Community Oil Co.			<u>683.39</u>
Northeast Educational Services Cooperative	April 2020-0001	NESC Assessments	5,596.12
Total Northeast Educational Services Cooperative			<u>5,596.12</u>
SD Department of Human Services	02292020-0001	CCHS Non-Fed Match - February, 2020	5,250.59
Total SD Department of Human Services			<u>5,250.59</u>
SFM	2310493-0001	Workers Compensation	37.32
Total SFM			<u>37.32</u>
Fund Number 22			<u>24,894.17</u>
Checking Account ID 1	Fund Number 51	FOOD SERVICE	
Dahl, Shane	04072020	School year 2019-2020 lunch payout	49.75
Total Dahl, Shane			<u>49.75</u>
Estelline Community Oil Co.	03312020-0001	Fuel, Supplies, Repairs	155.86
Total Estelline Community Oil Co.			<u>155.86</u>
Goodfellow, Geff	04072020	School year 2019-2020 lunch payout	23.25
Total Goodfellow, Geff			<u>23.25</u>
Hendricks, Scott	04072020	School year 2019-2020 lunch payout	26.90
Total Hendricks, Scott			<u>26.90</u>
Jurgens, Alan	04072020	School year 2019-2020 lunch payout	26.75
Total Jurgens, Alan			<u>26.75</u>
Lentz, James	04072020	School year 2019-2020 lunch payout	98.25
Total Lentz, James			<u>98.25</u>
Linneman, Rita	04072020	School year 2019-2020 lunch payout	7.50
Total Linneman, Rita			<u>7.50</u>

Lutz, Rob	04072020	School year 2019-2020 lunch payout	90.65
Total Lutz, Rob			<u>90.65</u>
Rodarte, Maria	03242020	End of Year Lunch Payout	108.40
Total Rodarte, Maria			<u>108.40</u>
SFM	2310493-0001	Workers Compensation	167.17
Total SFM			<u>167.17</u>
Star Laundry	0115912	Laundry Services	40.82
Star Laundry	0116599	Laundry Services	39.99
Total Star Laundry			<u>80.81</u>
US Foods - Sioux Falls	3813659	Groceries, Supplies	1,431.29
US Foods - Sioux Falls	3952556	Groceries, Supplies	1,110.05
US Foods - Sioux Falls	4144519	Groceries, Supplies	1,015.34
US Foods - Sioux Falls	4232933	Groceries, Supplies	506.61
US Foods - Sioux Falls	5984287	Groceries - Credit	(84.16)
Total US Foods - Sioux Falls			<u>3,979.13</u>
Ward's Shopping Center	02102020	Groceries	730.32
Ward's Shopping Center	02172020	Groceries	589.94
Ward's Shopping Center	02242020	Groceries	363.57
Total Ward's Shopping Center			<u>1,683.83</u>
Ward, Joe	04072020	School year 2019-2020 lunch payout	53.40
Total Ward, Joe			<u>53.40</u>
Fund Number 51			<u>6,551.65</u>
Checking Account ID 1			<u>69,586.13</u>

**Additional Payroll Information
April, 2020**

Extra Bus Trips	Todd Bjorklund	\$	378.75	Jr/Sr Trip to Pierre, bus training cert.
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	<u>\$ 378.75</u>
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Kitchen Substitutes	Gunderson, Audra	\$	20.00	
			<u>\$ 20.00</u>	

Substitutes	Buschenfeld, Darlene	\$	212.50	
	Gorder, Andrea	\$	85.00	
	Gunderson, Audra	\$	340.00	
	Ross, Scott	\$	42.50	
	Sanchez, William	\$	47.50	
	Schaefer, Emily	\$	85.00	
	VandeWeerd, Amy	\$	190.00	
			<u>\$ 1,002.50</u>	

Custodial Sub	Lentz, James	\$	949.00	
			<u>\$ 949.00</u>	

Overtime	Gilligan, Robert	\$	80.97	
	Rieckman, Julie	\$	11.09	
			<u>\$ 92.06</u>	

Gross Payroll/Benefits/Retirement/Taxes

Salaries	General Fund	\$	91,588.45	
Benefits/Retirement/Taxes		\$	71,421.84	

Salaries	Special Education Fund	\$	10,597.00	
Benefits/Retirement/Taxes		\$	11,681.09	

Salaries	Pension Fund	\$	304.40	
Benefits/Retirement/Taxes		\$	341.50	

Salaries	Food Service Fund	\$	5,121.97	
Benefits/Retirement/Taxes		\$	4,229.07	

	Grand Total Payroll	\$	195,285.32	
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Financial Statement for the Month of March, 2020 - Estelline School Dist. 28-2

	<u>General Fund</u>	<u>Cap.Outlay Fund</u>	<u>Sp.Ed. Fund</u>	<u>Pension Fund</u>	<u>Bond Red.Fund</u>	<u>Food Ser. Fund</u>	<u>Enterprise Fund</u>	<u>Total All Funds</u>
Balance Forward Revenue Recd.	\$387,167.02	\$674,636.63	-\$28,180.58	\$80,687.94	\$887.98	\$8,111.80	\$36.41	\$1,123,347.20
Taxes	\$47,100.07		\$11,398.31					\$76,049.54
Interest Earned	\$1,385.14							\$1,385.14
Gate Revenue	\$245.74							\$245.74
SPED transp								\$0.00
Gross Receipts								\$0.00
Other/Misc	\$48.84					\$440.74		\$489.58
County Apportion								\$0.00
State Apportion								\$0.00
State Aid	\$61,330.00							\$61,330.00
Other State Revenue	\$5,781.61		\$12,618.95					\$18,400.56
Bank Franchise	\$22,910.62							\$22,910.62
Federal								\$0.00
Student Medicaid								\$0.00
SD Medicaid	\$976.19		\$159.00			\$6,255.17		\$1,135.19
Federal Reimb						\$7,492.70		\$6,255.17
Lunch Receipts								\$7,492.70
Transfers In								\$0.00
Total Revenue Recd. Non Revenue Recd.	\$139,778.21	\$24,017.26	\$17,710.16	\$0.00	\$0.00	\$14,188.61	\$0.00	\$195,694.24
Balance + Revenue	\$526,945.23	\$698,653.89	-\$10,470.42	\$80,687.94	\$887.98	\$22,300.41	\$36.41	\$1,319,041.44
Expenditures	\$209,285.97	\$33,748.04	\$56,292.27	\$645.90	\$0.00	\$18,104.56	\$0.00	\$318,076.74
Journal Entries	-\$3,881.26	\$3,881.26						\$0.00
Balance 03/31/20	\$313,778.00	\$668,787.11	-\$66,762.69	\$80,042.04	\$887.98	\$4,195.85	\$36.41	\$1,000,964.70
Checking Account	\$239,820.12	\$644,540.02	-\$69,851.66	\$80,042.04	\$404.01	\$4,879.28	\$36.41	\$899,870.22
Savings Account	\$20,116.60	\$19,247.09	\$3,108.03	\$0.00	\$483.97	\$0.00	\$0.00	\$42,955.69
CD's	\$48,828.00	\$5,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$53,828.00
Petty Cash	\$75.00							\$75.00
Cash Change	\$550.00							\$550.00
Imprest	\$5,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,000.00
Less Contract AP	-\$611.72	\$0.00	-\$19.06	\$0.00	\$0.00	-\$680.00	\$0.00	-\$1,310.78
Deferred Rev	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$3.43	\$0.00	-\$3.43
Total Cash Assets	\$313,778.00	\$668,787.11	-\$66,762.69	\$80,042.04	\$887.98	\$4,195.85	\$36.41	\$1,000,964.70

** Journal Entries moved Workforce expense from CO to GF

Northeast Educational Services Cooperative
Advisory Board Meeting
Wednesday, March 4, 2020

The Advisory Board for the Northeast Educational Services Cooperative (NESC) met Wednesday, March 4, 2020 at Hy-vee in Watertown, South Dakota. The meeting was called to order by Chairman Schuster at 10:01 A.M. and adjourned at 11:30 A.M.

Present: Brian Sampson, Arlington; Steve Benson, Britton-Hecla; Abi Van Regenmorter, DeSmet; Chad Schiernbeck, Deuel; Brian Jandahl, Elkton; Jim Lentz, Estelline; Mitch Reed, Florence; Patrick Kraning, Hamlin; Philip Schonebaum, Henry; Mike Ruth, Iroquois; Dana Felderman, Lake Preston; Brian Nelson, Rosholt; Laura Schuster, Sioux Valley; Dean Jones, Waubay; Jon Meyer, Waverly; Chris Lee, Willow Lake

Absent: Keith Fodness, Castlewood; Luanne Warren, Clark; Kimberly Kludt, Deubrook; Jeannine Metzger, Enemy Swim; Mike Schmidt, Summit; James Block, Webster; Larry Hulscher, Wilmot

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

ADVISORY BOARD AGENDA

Call to Order

Chairman Schuster called the meeting to order at 10:01 A.M.

Brenda Smith – “Charting the Lifecourse”

Brenda Smith, a Life Course ambassador, talked about how charting the Life Course can improve wrap around service planning and delivery for individuals with developmental disabilities. Districts interested in hosting a Life Course training should contact her directly.

Financial Report

Business Manager Stormo reviewed the financial report for January 2020.

Motion by Kraning, second by Jones to approve the financial report.

Reading Recovery

Discussion was held on Reading Recovery for FY21.

Behavior Services

Discussion was held on Behavior Services for FY21.

Motion by Felderman, second by Meyer to approve .5FTE contract days with SWWC.

Better ME Counseling and Consulting

If districts are interested in contracting days with Stacy Solsaa they are to contact her directly.

Future Meeting Dates

Future meeting dates will be April 1 and May 6.

ESY Rates

Discussion was held on ESY rates.

	<u>Certified Staff</u>	<u>Other Non-Certified Staff</u>
Certified Staff (Early Childhood Teacher, Speech Language Pathologist, Resource Room Teacher, Center Base Teacher)	\$29.00 hourly or 2019-20 contract salary; (calculated on an 8 hour day), whichever is greater.	\$13.75 per hour or their 2019-20 paraprofessional hourly wage, whichever is greater.
Other Non-Certified Staff (Paraprofessional)		

Oldham/Ramona joining NESC

Recommendation by the board to approve Oldham/Ramona joining NESC starting FY21.

Evaluation numbers for School Psychologists

Discussion was held on evaluation numbers for school psychologists and if more staff is needed for FY21.

Adjournment

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

Tiffany Stormo, Business Manager

Northeast Educational Services Cooperative
Board of Directors Meeting
Monday, March 16, 2020

The Board of Directors for the Northeast Educational Services Cooperative (NESC) met in regular session on Monday, March 16, 2020 at Northeast Education Services Cooperative in Hayti, SD. The meeting was called to order by President Akin at 7:00 P.M. and adjourned at 7:50 P.M.

Members present:

Jolene King, Arlington; Cory Akin, Castlewood; Norman Koehlmoos, De Smet; Carie Knutson, Deubrook; Michelle Prins, Deuel; Arend Schuurman, Elkton; Todd Bjorklund, Estelline; Joe Homola, Hamlin; Paula Blue, Henry- via Teleconference; Jerod Olson, Lake Preston-via Teleconference; Gene Bjorklund, Sioux Valley; Penny Thyen, Waverly/South Shore; Martin Looyenga, Webster

Absent:

Gary Brassfield, Britton-Hecla; Greg Marx, Clark; Lisa Lauterhahn, Enemy Swim Day School; Jon Kahnke, Florence; Greg Bich, Iroquois; Shane Braaten, Rosholt; Lisa Amdahl, Summit; Art Berger, Waubay; Tia Felberg, Willow Lake; Denise Lutkemeier, Wilmot

Others Attending:

NESC Staff Representatives: Kelsey Kringen, via Teleconference
Member District Superintendents: Jim Block, Webster
NESC Administration: Jerry Aberle, Director; Tiffany Stormo, Business Manager; Tim Frewing, Assistant Director

Call to Order

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

Agenda review, changes, and approval

Action #20-57 Motion by J. Homola, second by C. Knutson, to approve the agenda with the addition of 8f.) COVID-19-Coronavirus Plan and remove 9b.) COVID-19-Coronavirus Plan. King – aye. Akin – aye, Koehlmoos – aye, Knutson – aye, Prins – aya, Schuurman – aye, Bjorklund – aye, Homola – aye, Blue – aye, Olson- aye, Bjorklund – aye, Thyen – aye, and Looyenga - aye, motion carried.

Introduction of Guests

Jim Block and Kelsey Kringen were introduced as guests.

Conflicts of Interest

No conflicts of interest were presented.

Public Comment

No public comments were presented.

Financial Report

Action #20-58 Motion by G. Bjorklund, second by J. Homola, to approve the financial report for the period ending February 29, 2020. King – aye. Akin – aye, Koehlmoos – aye, Knutson – aye, Prins – aya, Schuurman – aye, Bjorklund – aye, Homola – aye, Blue – aye, Olson- aye, Bjorklund – aye, Thyen – aye, and Looyenga - aye, motion carried.

	<u>General Fund</u>	<u>Special Education Fund</u>	<u>Agency Fund</u>
February 1, 2020	\$387,804.02	\$672,571.27	\$25,468.76
<u>Receipts:</u>			
Local Sources	\$3,449.55	\$176,182.25	\$3,645.76
State Sources		\$70,913.81	
Federal Sources		\$164,737.00	
Other			
<u>Total Monthly Receipts</u>	<u>\$3,449.55</u>	<u>\$411,833.06</u>	<u>\$3,645.76</u>
Total Gross Receipts	\$391,253.57	\$1,084,404.33	\$29,114.52
Manual Journal Entries			
Less Salaries	\$8,589.70	\$275,123.18	
Less Disbursements	\$11,606.93	\$37,471.76	\$3,950.21
<u>Total Salaries & Disbursements</u>	<u>\$20,196.63</u>	<u>\$312,594.94</u>	<u>\$3,950.21</u>
Ending Cash Balance			
February 29, 2020	\$371,056.94	\$771,809.39	\$25,164.31

Consent Agenda

Action #20-59 Motion by A. Schuurman, second by J. King, to approve the following items on the Consent Agenda: 7a) Approval of February 17, 2020 Board of Directors minutes; 7b) Approval of payment of March 2020 claims. King – aye. Akin – aye, Koehlmoos – aye, Knutson – aye, Prins – aya, Schuurman – aye, Bjorklund – aye, Homola – aye, Blue – aye, Olson- aye, Bjorklund – aye, Thyen – aye, and Looyenga - aye, motion carried.

March 2020 Accounts Payable

GENERAL FUND: BMO MASTERCARD PURCH SVCS, TRAVEL, PHONE, SPLS 144.71; CENEX FLEETCARD MAINT & GASOLINE 4,186.21; CENTURY BUSINESS PRODUCTS, INC COPIER MAINT CONTRACT 12.57;DELYLE'S SOUTH 81 SERVICE, INC. MAINT 4,077.91; DUST TEX SERVICE, INC. FEB 20 RUG RENTAL 5.35;EMC INSURANCE FY20 NEW VEHICLE COV 34.30;ESTELLINE COMMUNITY OIL CO. MAINT 78.60; HAMLIN COUNTY FARMERS COOP GASOLINE 479.34; JURGENS OIL MAINT 46.90; KORMANAGEMENT SERVICES, LLC DRUG TESTING Q3 2,290.81; MR. V'S PROFESSIONAL BODY SHOP MAINT 50.00; NESC PAYROLL MARCH 2020 8,536.76; OTTERTAIL POWER CO. ELEC 45.93; PALMLUND AUTOMOTIVE MAINT 62.92;SANFORD HEALTH PLAN HSA/FSA FEES 6.22; SDASBO T.S. ASBO REGIS/DUES 12.50; SD FEDERAL PROPERTY AGENCY FY20 NEW VEHICLES 20,000.00 TOWN OF HAYTI WATER 3.55; TWIN RIVERS HOSPITALITY INC. K.N. RR TRAVEL 81.99; W.W. TIRE SERVICE MAINT 178.64; WEBSTER AUTO CARE MAINT 147.53

FUND TOTAL: \$40,482.74

SPECIAL EDUCATION FUND: BMO MASTERCARD PURCH SVCS, TRAVEL, PHONE, SPLS 17,975.43; BRITTON-HECLA SCHOOL DISTRICT FEB 2020 MI 71.40; CASTLEWOOD SCHOOL DISTRICT NURSE/ FEB 2020 USE FEE 12,700.46; CENTURY BUSINESS

PRODUCTS, INC COPIER MAINT CONTRACT 113.11; DUST TEX SERVICE, INC. FEB 20 RUG RENTAL 48.12; EMC INSURANCE FY20 NEW VEHICLE COV 308.70; ENEMY SWIM DAY SCHOOL PSYCH SUPP 97.50; HAMLIN SCHOOL DISTRICT FEB 2020 USE FEE 751.84; JUTTINGS GROC CB SUPP - HAMLIN 7.79; LUX, LOIS MI REIMB 40.32; NESC PAYROLL MARCH 2020 268,009.94; PARENT FEB 2020 MI 85.68; OTTERTAIL POWER CO. ELEC 413.39; SANFORD HEALTH PLAN HSA/FSA FEES 55.98; SDASBO T.S. ASBO REGIS/DUES 112.50; SW/WC SERVICE COOP CONF REGIS 540.00; TOWN OF HAYTI WATER 31.95; WEBSTER SCHOOL DISTRICT FEB 2020 USE FEE 493.10

FUND TOTAL: \$301,857.21

Discussion Items

March 4, 2020 Advisory Board meeting minutes

Director Aberle reviewed the minutes from the advisory meeting.

Assistant Director's Report

Assistant Director Frewing gave his monthly report.

Director's Report

Director Aberle gave his monthly report.

Oldham/Ramona joining NESC

Discussion was held on Oldham/Ramona joining NESC starting FY21.

Evaluation numbers for School Psychologists

Discussion was held on evaluation numbers for school psychologists and if more staff is needed for FY21.

COVID-19-Coronavirus Plan

Discussion was held on COVID-19-Coronavirus Plan going forward.

Action Items

Oldham/Ramona joining NESC

Action #20-60 Motion by G. Bjorklund, second by T. Bjorklund, to approve Oldham/Ramona to join NESC starting FY21.

Executive Session

Action #20-61 Pursuant to – Personnel SDCL 1-25-2(1) Discussing the qualifications, competence, performance, character or fitness of any public officer or employee or prospective public officer or employee.

Motion by C. Knutson, second by A. Schuurman to enter executive session at 7:45 P.M. to discuss contracts for FY21. King – aye. Akin – aye, Koehlmoos – aye, Knutson – aye, Prins – aya, Schuurman – aye, Bjorklund – aye, Homola – aye, Blue – aye, Olson- aye, Bjorklund – aye, Thyen – aye, and Looyenga - aye, motion carried.

President Akin declared the board out of executive session at 7:49 P.M.

Action Item after Executive Session

Action #20-62 Motion by J. Homola, second by J. Olson to approve Kari Nolte FTE from .48 to .35. King – aye. Akin – aye, Koehlmoos – aye, Knutson – aye, Prins – aya, Schuurman – aye, Bjorklund – aye, Homola – aye, Blue – aye, Olson- aye, Bjorklund – aye, Thyen – aye, and Looyenga - aye, motion carried.

Action #20-63 Motion by C. Knutson, second by T. Bjorklund to approve Lisa Reinhiller FTE from 1.0 to .55. King – aye. Akin – aye, Koehlmoos – aye, Knutson – aye, Prins – aya, Schuurman – aye, Bjorklund – aye, Homola – aye, Blue – aye, Olson- aye, Bjorklund – aye, Thyen – aye, and Looyenga - aye, motion carried.

Adjournment

Action #20-64 With there being no further business, motion by A. Schuurman, second by J. Homola, to adjourn. King – aye. Akin – aye, Koehlmoos – aye, Knutson – aye, Prins – aya, Schuurman – aye, Bjorklund – aye, Homola – aye, Blue – aye, Olson- aye, Bjorklund – aye, Thyen – aye, and Looyenga - aye, motion carried.

The next NESC Board of Directors meeting will be held at Lake Area Technical Institute in Watertown, SD on Monday, April 20, 2020 at 7:00 P.M.

Cory Akin, President

Tiffany Stormo, Business Manager

Activity Fund Balance Report - Detail - Exclude Encumbrances
03/2020 - 03/2020
Regular Beginning Month 03/2020; Processing Month 03/2020; Accounts to Include Accounts with Activity; Fund
Balance Account 60 704 004; Fund Number 60

Fund: 60 TRUST AND AGENCY

Chart of Account Number		Chart of Account Description		Entity Name	Expenses	Revenues	Balance Change	Balance
Entry Date	JR	Reference #	Check Acct	Check #	Description			
60 704 004			IMPREST					2,984.67
60 704 004			IMPREST					
60 1942 004			IMPREST FUND REVENUE					
03/16/2020	CR	14617	IMPREST FUND EXPENSE	general fund - School	0.00	2,015.33		
60 6900 004 693								
03/10/2020	CD	04212020		SDASBO	75.00	0.00		
03/10/2020	CD	2945		Harrisburg High School	61.96	0.00		
60 704 004			IMPREST					1,878.37
*Ending Balance:								
Fund Total: 60					136.96	2,015.33	0.00	4,863.04
					136.96	2,015.33	0.00	4,863.04

Activity Fund Balance Report - Summary - Exclude Encumbrances
03/2020 - 03/2020
Regular: Beginning Month 03/2020; Processing Month 03/2020; Accounts to Include Accounts with Activity; Fund Number 60

Fund: 60	TRUST AND AGENCY								
Chart of Account Number	Chart of Account Description	Beginning Balance	Expenses	Revenues	Balance Change	Balance			
60 704 004	IMPREST	2,984.67	136.96	2,015.33	0.00	4,863.04			
60 704 006	ANNUAL	1,709.32	0.00	0.00	0.00	1,709.32			
60 704 007	STUDENT COUNCIL	1,478.33	7.98	1,656.00	0.00	3,136.35			
60 704 012	SCHOLARSHIP/LETTERMANS	2,768.22	0.00	0.00	0.00	2,768.22			
60 704 016	Athletic Account	969.70	0.00	0.00	0.00	969.70			
60 704 017	BAND FUND	18,773.55	0.00	10.03	0.00	18,783.58			
60 704 018	Chorus Fund	3,822.48	0.00	0.00	0.00	3,822.48			
60 704 020	SUMMER INSUR. PYMTS	3,617.06	0.00	305.51	0.00	3,922.57			
60 704 021	Fund Balance Region II B Track	0.01	0.00	0.00	0.00	0.01			
60 704 022	Beckman Field	2,433.05	0.00	0.00	0.00	2,433.05			
60 704 023	CLEARING ACCOUNT	940.00	0.00	1,157.00	0.00	2,097.00			
60 704 026	BBB Region FUND BALANCE	0.00	1,968.00	1,968.00	0.00	0.00			
60 704 028	FFA	5,979.15	0.00	0.00	0.00	5,979.15			
60 704 030	Jean Day Fund	1,692.63	0.00	0.00	0.00	1,692.63			
60 704 032	DVC CONFERENCE	3.06	0.00	0.00	0.00	3.06			
60 704 033	RURAL SCHOOL MUSEUM	13,104.26	0.00	0.00	0.00	13,104.26			
60 704 037	Special Olympics	1,094.08	0.00	0.00	0.00	1,094.08			
60 704 038	Box Tops	1,577.97	310.56	956.57	0.00	2,223.98			
60 704 043	Back Pack Program	505.50	0.00	0.00	0.00	505.50			
60 704 050	Concessions	5,750.89	849.52	410.30	0.00	5,311.67			
60 704 052	Technology	2,797.39	598.01	128.63	0.00	2,328.01			
60 704 053	VOYA Unsung Heroes Awards Program	543.21	0.00	0.00	0.00	543.21			
60 704 819	CLASS OF 2019	252.72	0.00	0.00	0.00	252.72			
60 704 820	Class of 2020	2,031.69	14.51	0.00	0.00	2,017.18			
60 704 821	Class of 2021	5,904.20	0.00	0.00	0.00	5,904.20			
	Fund Total: 60	80,733.14	3,985.54	8,617.37	0.00	85,464.97			