

EAST DAKOTA EDUCATIONAL COOPERATIVE
REGULAR MEETING
September 21, 2016

The regular meeting of East Dakota Educational Cooperative was called to order at 5:00 p.m. on Wednesday, September 21, 2016, at East Dakota Educational Cooperative by President Renee Ullom. Members present were Nancy Nelson, Dennis Husman, Gordon Sweeter, and Renee Ullom. Members of administration present were Joan Frevik and Tressie Reski.

Motion by Nelson, second by Sweeter to approve the agenda as amended. Agenda was amended to add acceptance of a donation in General Business. Motion carried.

Motion by Husman, second by Sweeter to approve the August 17, 2016 board meeting minutes as published. Motion carried.

President Ullom asked for Conflict of Interest Disclosures. None were reported.

Director Joan Frevik gave updates on the upcoming audit, SD CASE/NAESDE Conference attendance, Foundation member nominations and 2017-2018 Agency Goals.

Motion by Husman, second by Sweeter to enter into executive session at 5:30 pm for legal matters in accordance with SDCL 1-25-1(3). Motion carried. Executive session ended at 5:57 pm.

Motion by Nelson, second by Sweeter to approve the items in the consent agenda. Motion carried. The consent agenda addressed the following items:

August payroll report by cost center: Educator Effectiveness Implementation and Support, \$1,365.95; State Coaching, \$546.38; Statewide Support Team, \$1767.54; Mentoring, \$554.58; ESA Region 2, \$17,097.16; SPP Coordinator, \$4,007.50; McCrossan, \$34,853.34; Teachwell Transitions/Project SEARCH, \$17,851.00; Teachwell Academy, \$28,681.95; Title 1-SD, \$5,000; Career Assessment, \$3,363.35; Administration, \$14,672.36; Physical Therapy, \$11,983.62; Autism Specialist, \$4,992.86; Fiscal Services, \$5,445; Operations/Maintenance, \$3,272.50; Technical Services, \$4,220; Occupational Therapy, \$11,088.38; DD Council, \$5034.10; Title IIB Math, \$10,177.80; \$12,957.30 FICA/Medicare expense; and \$29,547.72 Benefits Expense, for a total payroll of \$228,420.39.

September disbursements of \$57,964.66 in general funds and \$0 in food service fund for a total of \$57,964.66 as presented.

<u>Vendor Name</u>	<u>Description</u>	<u>Amount</u>
ARGUS LEADER	COMMUNICATIONS	\$105.40
SHI	COMPUTER EQUIPMENT (NON-CAP)	\$4,800.30
MAC DOCTORS	COMPUTER EQUIPMENT (NON-CAP)	\$1,249.99
SHI	Computer Licensing Fees	\$750.00
SUNSHINE FOODS #1	CONSUMABLE SUPPLIES	\$6.64
ARGUS LEADER MEDIA #1085	Inst Workbooks and Classroom Subscripts	\$150.01
HOUGHTON MIFFLIN HARCOURT	Inst Workbooks and Classroom Subscripts	\$2,375.00
Ryswyk, Amber	Inst Workbooks and Classroom Subscripts	\$631.75
ADVANCE PAYMENT ACCOUNT	Non-Technology Supplies	\$260.87
AMAZON	Non-Technology Supplies	\$753.81
BOB'S LOCK & KEY	Non-Technology Supplies	\$10.00
HALLMARK BUSINESS CONNECTIONS	Non-Technology Supplies	\$201.50
JUMBO JACK'S STUDENT PLANNERS	Non-Technology Supplies	\$270.00
LANNING, ANNIE	Non-Technology Supplies	\$63.99
MENARDS-EAST	Non-Technology Supplies	\$29.10
MENARD'S-WEST	Non-Technology Supplies	\$363.64
OFFICE DEPOT	Non-Technology Supplies	\$94.12
PIZZA RANCH 41ST	Non-Technology Supplies	\$190.00

SAM'S CLUB	Non-Technology Supplies	\$252.03
SELECT YOUR GIFT INC	Non-Technology Supplies	\$968.00
SHERMAN SELF STORAGE	Non-Technology Supplies	\$166.00
TARGET	Non-Technology Supplies	\$1,200.00
VISA	Non-Technology Supplies	\$144.91
WALMART COMMUNITY	Non-Technology Supplies	\$1,106.00
FLICK, ZACH OR JULIA	OTHER EQUIPMENT	\$2,000.00
AMAZON	OTHER NON-CONSUMABLE SUPPLIES	\$458.85
Waterhog Floor Mats	OTHER NON-CONSUMABLE SUPPLIES	\$749.39
ADVANCE PAYMENT ACCOUNT	OTHER NON-CONSUMABLE SUPPLIES	\$657.85
AMAZON	OTHER NON-CONSUMABLE SUPPLIES	\$490.20
MENARDS-EAST	OTHER NON-CONSUMABLE SUPPLIES	\$59.99
MENARD'S-WEST	OTHER NON-CONSUMABLE SUPPLIES	\$73.74
SAM'S CLUB	OTHER NON-CONSUMABLE SUPPLIES	\$139.34
VISA	OTHER NON-CONSUMABLE SUPPLIES	\$191.65
CARROLL INSTITUTE	OTHER PROFESSIONAL & TECHNICAL	\$2,575.00
ADVANCE PAYMENT ACCOUNT	OTHER PROFESSIONAL & TECHNICAL	\$43.25
LYNN, JACKSON, SHULTZ & LEBRUN,	OTHER PURCHASED SERVICES	\$2,270.05
PICASSO, RICHARD N	OTHER PURCHASED SERVICES	\$250.00
VISUAL SOLUTIONS	OTHER PURCHASED SERVICES	\$131.25
HARTFORDS BEST PAINT AND BODY	OTHER TRANSPORTATION SERVICES	\$1,291.70
ARGUS LEADER MEDIA #1085	Periodicals	\$15.00
ADVANCE PAYMENT ACCOUNT	PETTY CASH	\$150.00
CENTURYLINK	PHONE	\$167.18
VERIZON WIRELESS	PHONE	\$228.35
DYK, ROXANE	POSTAGE	\$8.88
QUALIFIED PRESORT SERVICES	POSTAGE	\$271.94
SELECT YOUR GIFT INC	POSTAGE	\$9.36
ADVANCE PAYMENT ACCOUNT	POSTAGE	\$0.22
OUTKA, JANEEN	PRINTING & BINDING	\$23.43
SISSON PRINTING, INC.	PRINTING & BINDING	\$491.00
MIDAMERICAN ENERGY	PUBLIC UTILITY SERVICE	\$84.53
NOVAK SANITARY SERVICE	PUBLIC UTILITY SERVICE	\$307.15
SIOUX FALLS UTILITIES	PUBLIC UTILITY SERVICE	\$212.95
XCEL ENERGY	PUBLIC UTILITY SERVICE	\$1,770.92
ADVANCE PAYMENT ACCOUNT	REGISTRATION FEES	\$50.00
EVENTBRITE	REGISTRATION FEES	\$485.00
EAST DAKOTA FOUNDATION	RENTALS	\$4,650.00
ABC AUTOMATIC BUILDING CONTROL	REPAIRS & MAINTENANCE SERVICES	\$132.00
C & D SERVICES INC.	REPAIRS & MAINTENANCE SERVICES	\$521.74
CENTURY BUSINESS PRODUCTS	REPAIRS & MAINTENANCE SERVICES	\$1,398.82
Heartland Glass Company	REPAIRS & MAINTENANCE SERVICES	\$675.00
MADISON LAWN CARE, INC.	REPAIRS & MAINTENANCE SERVICES	\$785.00
MENARD'S-WEST	REPAIRS & MAINTENANCE SERVICES	\$346.57
SISSON PRINTING, INC.	REPAIRS & MAINTENANCE SERVICES	\$155.60
UNITED TECHNOLOGIES	REPAIRS & MAINTENANCE SERVICES	\$635.00
BOB'S LOCK & KEY	REPAIRS & MAINTENANCE SERVICES	\$19.55
MENARD'S-WEST	REPAIRS & MAINTENANCE SERVICES	\$24.30
MAC DOCTORS	Technology Supplies	\$149.98
Zoom Video Communications	Technology Supplies	\$149.90
EDGENUITY	TEXTBOOKS/INSTRUCT. SOFTWARE	\$8,400.00
BRAY, KATHERINE	TRAVEL	\$532.26
DYK, ROXANE	TRAVEL	\$379.26
GERRY, BRANDI	TRAVEL	\$464.76
HANSEN, BARBARA	TRAVEL	\$167.86
JACKSON, KRISTY	TRAVEL	\$50.40
JENSEN, TERRI	TRAVEL	\$16.38
MORK, DIANNE	TRAVEL	\$45.36
MUSSER, NATALIE	TRAVEL	\$413.36
MUTSCHELKNAUS, AMY	TRAVEL	\$61.32

MY PLACE - FT PIERRE	TRAVEL	\$288.00
OUTKA, JANEEN	TRAVEL	\$511.22
RALSTON, ANNLEE	TRAVEL	\$33.60
REISCH, KARIN	TRAVEL	\$263.84
RESKI, TRESSIE	TRAVEL	\$13.44
THOMPSON, LORELEI	TRAVEL	\$90.72
TOSTENSON, JOLIE	TRAVEL	\$416.80
TYLER, DIANNA	TRAVEL	\$669.76
UHRICH, MARK	TRAVEL	\$74.17
ADVANCE PAYMENT ACCOUNT	TRAVEL	\$257.70
DOUBLETREE BY HILTON HOTEL	TRAVEL	\$1,035.04
DYK, ROXANE	TRAVEL	\$357.84
GERRY, BRANDI	TRAVEL	\$152.04
HANSEN, BARBARA	TRAVEL	\$622.68
HOLIDAY INN EXPRESS	TRAVEL	\$99.00
MY PLACE - FT PIERRE	TRAVEL	\$72.00
OUTKA, JANEEN	TRAVEL	\$336.20
ROSEN SHINGLE CREEK HOTEL	TRAVEL	\$607.52
TYLER, DIANNA	TRAVEL	\$87.44
Total		\$57,964.66

CASH REPORT			
FOR MONTH ENDING: August 31, 2016			
	GENERAL	FOOD	
	FUND	SERVICE	
	FUND	FUND	TOTAL
TOTAL WORKING BALANCE			
08/01/2016	1,479,317.79	(4,394.87)	1,474,922.92
OPERATING TRANSFER	(3,000.00)	3,000.00	0.00
RECEIPTS:			
LOCAL SOURCES			
Tuition	123,046.68		123,046.68
Other Local Sources	880.05	1,263.00	2,143.05
STATE SOURCES			
Other State Sources	22,180.16		22,180.16
FEDERAL SOURCES			
Title I	75,114.00		75,114.00
Title II B Math Counts	36,937.00		36,937.00
TOTAL RECEIPTS	291,429.89	1,263.00	292,692.89
TOTAL DISBURSEMENTS	(311,014.38)	(56.29)	(311,070.67)
TOTAL WORKING BALANCE 8/31/16	1,455,484.94	(188.16)	1,455,296.78

Additions to pay: Brady Quamen – 2.25 hours overtime for a total of \$66.35 additional pay in August, 2016; Rebecca Thompson - .5 hour overtime for a total of \$15.80 additional pay in August, 2016; Karin Reisch – 5.75 hours overtime for a total of \$139.90 additional pay in August 2016; Mark Uhrich – 29 hours overtime for a total of \$652.50 additional pay in August 2016; Tricia Dick – 40 hours additional duty pay for attending International Project SEARCH program total of \$786.40 paid in August, 2016 Sara Hanson – 18 hours summer job coaching at a rate of \$25 per hour, for a total of \$450 paid in August, 2016; Angie

Mulder – 5 days extra duty pay for attending International Project SEARCH program total of \$1,295.60 paid in August, 2016; Terri Jensen – 1 day extra duty pay for training, \$306 paid in August, 2016; Lorelei Thompson – 1 day extra duty pay for training and 5 hours extra duty pay for summer evals, for a total of \$747.37 paid in August, 2016; Dianne Mork – 1 day extra duty pay for training, \$354.69 paid in August, 2016; Amy Mutschelknaus – 1 day extra duty pay for training, \$386.88 paid in August, 2016; Annlee Ralston – 1 day extra duty pay for training, \$314.32 paid in August, 2016.

Motion by Husman, second by Nelson to approve the agreement authorizations as presented. Motion carried. Revenue Agreements: Tea Area School District – to provide professional development services; Sioux Falls Catholic Schools – to provide professional development services; Brookings School District - to provide professional development services; Irene-Wakonda School District – to provide professional development services; Freeman School District – to provide professional development services; Gettysburg School District – to provide Data Analysis Facilitation; Alcester –Hudson School District – to provide professional development services; Baltic School District – to provide Project Skills coordination; Tri-Valley School District - to provide Project Skills coordination; Dell Rapids School District - to provide Project Skills coordination; Parker School District – to provide job shadow placement services; McCook Central School District – to provide job shadow placement services; SD Dept of Education – to provide SPP support to local districts; SD Dept of Education – to provide Development Team services for the Statewide Mentoring Program. Expense agreement approved: Black Hills State University – CAMSE – to provide Algebraic Reasoning and Understanding Student Thinking in Algebra and Carrol Institute – to provide Project Awareness violence and substance abuse prevention services to Teachwell Academy

Motion by Sweeter, second by Husman to approve the FY17 Budget as presented. Motion carried. General Fund Expenditures: Instruction-Other Regular Programs \$1,596,397; Title I \$96,313; Placement Services \$62,701; Other Guidance Services \$15,840; Physical Therapy \$187,407; Occupational Therapy \$178,128; Other Therapy Services \$76,584; Instructional Staff Training \$223,369; Improvement of Instruction \$419,529; Technology in School \$57,240; School Administration \$396,670; Other Fiscal Services \$163,103; Vehicle Servicing & Maintenance \$6,300; Other Operation & Maintenance \$108,619; Other Community Services \$81,713; Payments to State-Unemployment \$5,000. Total General Fund Expenditures, \$3,674,914. General Fund Revenue: Tuition from Other LEAs Within the State \$1,679,669; Interest Earned \$1,000; Service Provided Other LEAs Within State \$532,811; Other Local Revenue \$232,095; Other State Revenue \$533,168; Mathematics and Science Partnerships, Title II B \$218,619; Title I \$96,313; Vocational Education \$19,605; Other Federal Revenue \$61,285; Reserve Cash Fund \$300,349. Total General Fund Revenue, \$3,674,914. Food Service Expenditures: Other Food Services \$36,800. Food Service Revenue: Sales to Pupils \$18,832; Federal Reimbursement \$12,144; Reserve Cash Fund \$5,824. Total Food Service Revenue \$36,800.

Motion by Nelson, second by Sweeter to accept the donation of a small utility trailer. Motion carried.

Motion by Husman, second by Sweeter to adjourn the meeting at 6:15 p.m. Motion carried.

Approved this 19th day of October, 2016.

Board Member

Board Member

Board Member

Board Member

Business Manager

Published once at the total approximate cost of_____.