

EAST DAKOTA EDUCATIONAL COOPERATIVE  
REGULAR MEETING  
November 16, 2016

The regular meeting of East Dakota Educational Cooperative was called to order at 5:05 p.m. on Wednesday, November 16, 2016, at East Dakota Educational Cooperative by President Renee Ullom. Members present were Dennis Husman, Lisa Engels, Renee Ullom and Nancy Nelson-via telephone. Members of administration present were Joan Frevik, Lisa Bjorneberg and Tressie Reski.

Motion by Engels, second by Husman to approve the agenda as amended. The next meeting date was changed to December 14, 2016 at 5:00 pm. Motion carried.

Motion by Husman, second by Nelson to approve the October 19, 2016 board meeting minutes as published. Motion carried.

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

Director Joan Frevik gave an update on membership contracts and meetings.

Motion by Engels, second by Nelson to approve the items in the consent agenda. Motion carried. The consent agenda addressed the following items: October payroll report by cost center: State Coaching, \$5,216.22; ESA Region 2, \$16,177.59; SPP Coordinator, \$4,007.50; McCrossan, \$35,513.34; Teachwell Transitions/Project SEARCH, \$15,664.79; Teachwell Academy, \$28,928.01; Title 1-SD, \$5,000; Career Assessment, \$3,363.35; Administration, \$14,616.40; Physical Therapy, \$10,019.18; Autism Specialist, \$4,686.86; Fiscal Services, \$5,445; Operations/Maintenance, \$2,631.25; Technical Services, \$4,220; Occupational Therapy, \$9,661.78; DD Council, \$5034.10; Title IIB Math, \$10,177.80; \$12,526.25 FICA/Medicare expense; and \$30,436.02 Benefits Expense, for a total payroll of \$223,365.44.

November disbursements of \$29,232.62 in general funds and \$4,132.10 in food service fund for a total of \$33,364.72 as presented.

<u>Vendor Name</u>	<u>Description</u>	<u>Amount</u>
AMAZON	Technology Supplies	\$130.46
Network Systems Resellers	Technology Supplies	(\$20.00)
WALMART COMMUNITY	Technology Supplies	\$49.00
CUSTOM INK	ADVERTISING	\$54.00
PIE IN THE SKY STUDIOS	ADVERTISING	\$2,000.00
ARGUS LEADER MEDIA	COMMUNICATIONS	\$158.50
WALMART COMMUNITY	COMPUTER EQUIPMENT (NON-CAP)	\$496.96
CHILD NUTRITION SERVICES	COST OF SALES-PURCHASED FOOD	\$4,132.10
JACKSON, KRISTY	DUES AND FEES	\$100.00
ADVANCE PAYMENT ACCOUNT	DUES AND FEES	\$100.00
CEC	DUES AND FEES	\$160.00
FREVIK, JOAN	DUES AND FEES	\$44.00
AMAZON	EQUIPMENT (NON-CAP)	\$228.51
ADVANCE PAYMENT ACCOUNT	Non-Technology Supplies	\$505.69
AMAZON	Non-Technology Supplies	\$617.57
BATTERIES PLUS	Non-Technology Supplies	\$114.50
BREADSMITH	Non-Technology Supplies	\$13.08
Career Safe	Non-Technology Supplies	\$675.00
HOUGHTON MIFFLIN HARCOURT	Non-Technology Supplies	\$358.90
IOGRAPHER	Non-Technology Supplies	\$523.08
JCL SOLUTIONS - JANITORS CLOSET	Non-Technology Supplies	\$240.31

LEWIS DRUG STORES	Non-Technology Supplies	\$106.39
MENARDS-EAST	Non-Technology Supplies	\$57.14
MENARD'S-WEST	Non-Technology Supplies	\$43.58
MIDSTATES QUALITY IMPRINTED	Non-Technology Supplies	\$1,734.80
NORBERG PAINTS INC	Non-Technology Supplies	\$134.43
OFFICE DEPOT	Non-Technology Supplies	\$383.61
Papa John's Pizza	Non-Technology Supplies	\$109.73
PIZZA RANCH OF HARTFORD	Non-Technology Supplies	\$133.99
SAM'S CLUB	Non-Technology Supplies	\$68.60
SHERMAN SELF STORAGE	Non-Technology Supplies	\$166.00
SUNSHINE FOODS #1	Non-Technology Supplies	\$366.99
TEACHER'S HELPER	Non-Technology Supplies	\$34.99
TJ MAXX	Non-Technology Supplies	\$17.02
UHRICH, MARK	Non-Technology Supplies	\$5.42
WALMART COMMUNITY	Non-Technology Supplies	\$269.01
AMAZON	OTHER NON-CONSUMABLE SUPPLIES	\$840.84
B & H PHOTO/VIDEO	OTHER NON-CONSUMABLE SUPPLIES	\$42.99
DESI Telephone Labels	OTHER NON-CONSUMABLE SUPPLIES	\$21.00
Learning Zone Xpress	OTHER NON-CONSUMABLE SUPPLIES	\$100.90
BUREAU OF ADMINISTRATION	OTHER PURCHASED SERVICES	\$9.63
LYNN, JACKSON, SHULTZ & LEBRUN,	OTHER PURCHASED SERVICES	\$90.00
DESMET SCHOOL DISTRICT	OTHER PURCHASED SERVICES	\$800.00
ADVANCE PAYMENT ACCOUNT	OTHER TRANSPORTATION SERVICES	\$600.00
WILLIE'S AUTO REPAIR, INC.	OTHER TRANSPORTATION SERVICES	\$51.37
CENTURYLINK	PHONE	\$167.18
VERIZON WIRELESS	PHONE	\$140.84
QUALIFIED PRESORT SERVICES	POSTAGE	\$180.24
SISSON PRINTING, INC.	PRINTING & BINDING	\$118.44
BRAY, KATHERINE	PRINTING & BINDING	\$20.02
OUTKA, JANEEN	PRINTING & BINDING	\$5.11
SISSON PRINTING, INC.	PRINTING & BINDING	\$236.87
MIDAMERICAN ENERGY	PUBLIC UTILITY SERVICE	\$114.45
NOVAK SANITARY SERVICE	PUBLIC UTILITY SERVICE	\$378.55
SIOUX FALLS UTILITIES	PUBLIC UTILITY SERVICE	\$132.48
XCEL ENERGY	PUBLIC UTILITY SERVICE	\$1,249.41
ASBSD	REGISTRATION FEES	\$115.00
CROSS COUNRTY EDUCATION SEMINARS	REGISTRATION FEES	\$229.99
GoDaddy	REGISTRATION FEES	\$149.99
PESI	REGISTRATION FEES	\$199.99
EAST DAKOTA FOUNDATION	RENTALS	\$4,650.00
CENTURY BUSINESS PRODUCTS	REPAIRS & MAINTENANCE SERVICES	\$1,379.48
MADISON LAWN CARE, INC.	REPAIRS & MAINTENANCE SERVICES	\$175.00
Thompson Electric	REPAIRS & MAINTENANCE SERVICES	\$1,239.80
TYLER, DIANNA	TRAVEL	\$22.00
AMERICINN	TRAVEL	\$165.00
AMERICINN MITCHELL	TRAVEL	\$61.45
DYK, ROXANE	TRAVEL	\$831.50
GERRY, BRANDI	TRAVEL	\$285.60
HANSEN, BARBARA	Travel	\$207.48
JACKSON, KRISTY	TRAVEL	\$109.62

JENSEN, TERRI	TRAVEL	\$54.39
MORK, DIANNE	TRAVEL	\$118.02
MUSSER, NATALIE	TRAVEL	\$906.36
MUTSCHELKNAUS, AMY	TRAVEL	\$108.78
OUTKA, JANEEN	TRAVEL	\$717.56
RALSTON, ANNLEE	TRAVEL	\$118.44
REISCH, KARIN	TRAVEL	\$33.39
TOSTENSON, JOLIE	TRAVEL	\$532.04
TYLER, DIANNA	TRAVEL	\$476.60
UHRICH, MARK	Travel	\$44.06
BRAY, KATHERINE	TRAVEL	\$79.80
DICK, TRICIA	TRAVEL	\$33.60
DYK, ROXANE	TRAVEL	\$136.08
GERRY, BRANDI	TRAVEL	\$26.04
HANSEN, BARBARA	TRAVEL	\$299.96
OUTKA, JANEEN	TRAVEL	\$88.62
TYLER, DIANNA	TRAVEL	\$155.40
Total		\$33,364.72

CASH REPORT			
FOR MONTH ENDING: October 31, 2016			
	GENERAL	FOOD SVC	
	FUND	FUND	TOTAL
<b>TOTAL WORKING BALANCE 10/01/2016</b>	1,454,423.72	2,126.21	1,456,549.93
<b>RECEIPTS:</b>			
LOCAL SOURCES			
Tuition	67,587.15		67,587.15
Other Local Sources	1,793.51	3,202.55	4,996.06
ESA, Region 2	1,950.00		1,950.00
STATE SOURCES			
DD Council	6,409.34		6,409.34
Other State Sources	51,744.00		51,744.00
FEDERAL SOURCES			
DD Council	19,228.03		19,228.03
Other Federal Sources	8,716.00		8,716.00
<b>TOTAL RECEIPTS</b>	157,428.03	3,202.55	160,630.58
<b>DISBURSEMENTS:</b>			
Accounts Payable	(71,653.19)	(1.75)	(71,654.94)
Payroll	(223,365.44)		(223,365.44)
<b>TOTAL DISBURSEMENTS</b>	(295,018.63)	(1.75)	(295,020.38)
<b>TOTAL WORKING BALANCE 10/31/16</b>	1,316,833.12	5,327.01	1,322,160.13

Additions to staff: Tessa Christopherson – hired as substitute at McCrossan Boys Ranch beginning 10/7/2016. Cara Jackson – hired as substitute at McCrossan Boys Ranch beginning 10/5/16.

Additions to pay: Mark Uhrich – .5 hour overtime for a total of \$11.25 additional pay in October 2016.

Rebecca Thompson – 1.25 hours overtime for a total of \$39.50 additional pay in October 2016.

Motion by Husman, second by Engels to approve the agreement authorizations as presented. Motion carried. Marion School District – to provide professional development services. Oglala Lakota County School District – to provide professional development services

The Second Reading was held on the Authorized Signatures Policy. Motion by Husman, second by Engels. Motion carried.

A First Reading was held on the Wellness Policy JHC.

Motion by Engels, second by Nelson to remove items under \$200 from the inventory list. Motion carried.

Motion by Husman, second by Engels to declare listed inventory items over \$200 as obsolete. Motion carried.

Motion by Engels, second by Nelson to adjourn the meeting at 5:30 p.m. Motion carried.

Approved this 14<sup>th</sup> day of December, 2016.

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Board Member

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Board Member

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Board Member

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Board Member

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Business Manager

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