

EAST DAKOTA EDUCATIONAL COOPERATIVE
REGULAR MEETING
December 14, 2016

The regular meeting of East Dakota Educational Cooperative was called to order at 5:03 p.m. on Wednesday, December 14, 2016, at East Dakota Educational Cooperative by President Renee Ullom. Members present were Dennis Husman, Renee Ullom and Nancy Nelson. Members of administration present were Joan Frevik, Lisa Bjorneberg and Tressie Reski. Also in attendance was Randy Schoenfish.

Motion by Nelson, second by Husman to approve the agenda as amended. An audit report by Randy Schoenfish was added under General Business. Motion carried.

Motion by Husman, second by Nelson to approve the November 16, 2016 board meeting minutes as published. Motion carried.

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

Randy Schoenfish of Schoenfish and Co., Inc presented the FY16 Audit Report.

Director Joan Frevik gave updates on the DOE Summer Review of Cooperatives/ESAs and certification changes.

Motion by Nelson, second by Husman to approve the items in the consent agenda. Motion carried. The consent agenda addressed the following items: November payroll report by cost center: State Coaching, \$1,400; SST, \$1,554; Mentoring, \$837; ESA Region 2, \$16,687; SPP Coordinator, \$4,007; McCrossan, \$32,464; Teachwell Transitions/Project SEARCH, \$15,401; Teachwell Academy, \$28,598; Title 1-D, \$5,000; Career Assessment, \$4198; Administration, \$14,616; Physical Therapy, \$10,019; Autism Specialist, \$4,687; Fiscal Services, \$5,445; Operations/Maintenance, \$2,665; Technical Services, \$4,220; Occupational Therapy, \$9,662; DD Council, \$5034; Title IIB Math, \$10,178; \$12,236 FICA/Medicare expense; and \$27,255 Benefits Expense, for a total payroll of \$216,103.

December disbursements of \$52,070 in general funds and \$3,283.40 in food service fund for a total of \$55,353.40 as presented.

<u>Vendor Name</u>	<u>Description</u>	<u>Amount</u>
ARGUS LEADER MEDIA	COMMUNICATIONS	\$110.50
ARGUS LEADER MEDIA #1085	COMMUNICATIONS	\$32.43
CHILD NUTRITION SERVICES	COST OF SALES-PURCHASED FOOD	\$3,283.40
ADVANCE PAYMENT ACCOUNT	DUES AND FEES	\$43.25
ASHA	DUES AND FEES	\$225.00
SCHOOL SPECIALTY	Inst Workbooks and Classroom Subscripts	\$123.00
ADVANCE PAYMENT ACCOUNT	Motor Fuel	\$55.98
PETTY CASH	Motor Fuel	\$89.78
ADVANCE PAYMENT ACCOUNT	Non-Technology Supplies	\$611.76
AMAZON	Non-Technology Supplies	\$831.94
JAYMAR BUSINESS FORMS INC	Non-Technology Supplies	\$54.50
JCL SOLUTIONS - JANITORS CLOSET	Non-Technology Supplies	\$482.55
JOSTENS	Non-Technology Supplies	\$285.44
MENARD'S-WEST	Non-Technology Supplies	\$38.09
MIDSTATES QUALITY IMPRINTED	Non-Technology Supplies	\$201.60
NORBERG PAINTS INC	Non-Technology Supplies	\$93.36
PETTY CASH	Non-Technology Supplies	\$81.79
PITA PIT	Non-Technology Supplies	\$130.01
SAM'S CLUB	Non-Technology Supplies	\$279.23
STAN HOUSTON EQUIPMENT INC	Non-Technology Supplies	\$244.20
SUNSHINE FOODS #1	Non-Technology Supplies	\$206.06
Stickids Community Therapists	OTHER NON-CONSUMABLE SUPPLIES	\$126.95

Ace Hardware	OTHER NON-CONSUMABLE SUPPLIES	\$79.98
MENARD'S-WEST	OTHER NON-CONSUMABLE SUPPLIES	\$89.98
SCHOOL OUTFITTERS	OTHER NON-CONSUMABLE SUPPLIES	\$2,656.29
Wayfair.com	OTHER NON-CONSUMABLE SUPPLIES	\$275.90
BLACK HILLS STATE UNIVERSITY	OTHER PURCHASED SERVICES	\$11,981.25
DAKOTA DATA SHRED	OTHER PURCHASED SERVICES	\$236.56
VISUAL SOLUTIONS	OTHER PURCHASED SERVICES	\$112.50
ADVANCE PAYMENT ACCOUNT	OTHER PURCHASED SERVICES	\$400.00
TESTPOINT	OTHER PURCHASED SERVICES	\$24.00
PETTY CASH	OTHER TRANSPORTATION SERVICES	\$19.99
ADVANCE PAYMENT ACCOUNT	OTHER TRANSPORTATION SERVICES	\$400.00
ARGUS LEADER MEDIA #1085	Periodicals	\$174.26
BUREAU OF ADMINISTRATION	PHONE	\$7.91
CENTURYLINK	PHONE	\$167.18
VERIZON WIRELESS	PHONE	\$155.00
McCROSSAN BOY'S RANCH	POSTAGE	\$30.45
QUALIFIED PRESORT SERVICES	POSTAGE	\$126.89
SISSON PRINTING, INC.	PRINTING & BINDING	\$277.10
OUTKA, JANEEN	PRINTING & BINDING	\$18.64
MIDAMERICAN ENERGY	PUBLIC UTILITY SERVICE	\$232.58
NOVAK SANITARY SERVICE	PUBLIC UTILITY SERVICE	\$307.15
XCEL ENERGY	PUBLIC UTILITY SERVICE	\$940.17
ADVANCE PAYMENT ACCOUNT	REGISTRATION FEES	\$58.58
Cross Country Education	REGISTRATION FEES	\$209.99
National Dropout Prevention	REGISTRATION FEES	\$360.00
SOUTH DAKOTA RETAILERS	REGISTRATION FEES	\$200.00
EAST DAKOTA FOUNDATION	RENTALS	\$4,650.00
Autoland	REPAIRS & MAINTENANCE SERVICES	\$157.62
CENTURY BUSINESS PRODUCTS	REPAIRS & MAINTENANCE SERVICES	\$1,275.95
MADISON LAWN CARE, INC.	REPAIRS & MAINTENANCE SERVICES	\$190.00
AMAZON	Technology Supplies	\$55.39
BJORNEBERG, LISA	TRAVEL	\$22.09
DYK, ROXANE	TRAVEL	\$784.38
GERRY, BRANDI	TRAVEL	\$210.00
HANSEN, BARBARA	TRAVEL	\$164.88
JACKSON, KRISTY	TRAVEL	\$67.20
JENSEN, TERRI	TRAVEL	\$68.67
MORK, DIANNE	TRAVEL	\$98.70
MUSSER, NATALIE	TRAVEL	\$564.06
MUTSCHELKNAUS, AMY	TRAVEL	\$99.12
MY PLACE - FT PIERRE	TRAVEL	\$114.00
OUTKA, JANEEN	TRAVEL	\$416.68
RALSTON, ANNLEE	TRAVEL	\$126.00
REISCH, KARIN	TRAVEL	\$21.84
THOMPSON, LORELEI	TRAVEL	\$162.12
TYLER, DIANNA	TRAVEL	\$461.06
ADVANCE PAYMENT ACCOUNT	TRAVEL	\$118.86
DEBOER, VIRGINIA	TRAVEL	\$3.36
DICK, TRICIA	TRAVEL	\$29.40
DYK, ROXANE	TRAVEL	\$46.20
GERRY, BRANDI	TRAVEL	\$217.55
HANSEN, BARBARA	TRAVEL	\$435.32
HYATT PLACE CHICAGO HOFFMAN	TRAVEL	\$384.16
OUTKA, JANEEN	TRAVEL	\$126.84
THOMPSON, REBECCA	TRAVEL	\$53.34
TYLER, DIANNA	TRAVEL	\$55.44
Dickelman Childcare Service	Vehicle	\$17,000.00
	Total	\$55,353.40

CASH REPORT			
FOR MONTH ENDING: November 30, 2016			
	GENERAL FUND	FOOD SVC FUND	TOTAL
TOTAL WORKING BALANCE 11/01/2016	1,316,833.12	5,327.01	1,322,160.13
RECEIPTS:			
LOCAL SOURCES			
Tuition	1,155,082.43		1,155,082.43
Other Local Sources	62,320.30	1,022.00	63,342.30
ESA, Region 2	10,750.00		10,750.00
STATE SOURCES			
Other State Sources	247,323.14		247,323.14
FEDERAL SOURCES			
Title III	27,413.00		27,413.00
Other Federal Sources		1,163.23	1,163.23
TOTAL RECEIPTS	1,502,888.87	2,185.23	1,505,074.10
DISBURSEMENTS:			
Accounts Payable	(28,944.10)	(4,134.15)	(33,078.25)
Payroll	(216,103.21)		(216,103.21)
TOTAL DISBURSEMENTS	(245,047.31)	(4,134.15)	(249,181.46)
TOTAL WORKING BALANCE 11/30/16	2,574,026.00	3,378.09	2,577,404.09

Additions to pay: Mark Uhrich -2 hours overtime for a total of \$45.00 additional pay in November 2016. Virginia DeBoer – reclassified from substitute to regular part-time employee. Hired as Career Development Coordinator October 31, 2016 at a rate of \$16 per hour, not to exceed average of 20 hours per week. Kari Piekarski – added Special Education Coordinator duties between December 1, 2016 and June 30, 2017, for a monthly stipend of \$300.

Motion by Husman, second by Nelson to approve the agreement authorizations as presented. Motion carried. Parkston School District, to provide professional development services; Lennox School District, to provide project skills coordination; North Central Special Education Cooperative, to provide professional development services; Sioux Falls Catholic Schools, to provide professional development services; Sioux Valley School District, to provide professional development services; Ethan School District, to provide professional development services; Parker School District, to provide professional development services; State of South Dakota, Department of Education, modifies previous agreement for SPP services; State of South Dakota, Department of Education, modifies previous agreement for delivery of menu of options training sessions.

The Second Reading was held on the Wellness Policy JHC. Motion by Nelson, second by Husman. Motion carried.

Motion by Husman, second by Nelson to adjourn the meeting at 5:55 p.m. Motion carried.

Approved this 18th day of January, 2017.

Board Member

Board Member

Board Member

Board Member

Business Manager

Published once at the total approximate cost of_____.