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.

Vendor Name	<u>Description</u>	Amount
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

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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 \$435.32 HYATT PLACE CHICAGO HOFFMAN TRAVEL \$384.16 OUTKA, JANEEN TRAVEL \$53.34 TYLER, DIANNA TRAVEL \$55.44 Dickelman Childcare Service Vehicle \$17,000.00	MORK, DIANNE	TRAVEL	\$98.70
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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	MUTSCHELKNAUS, AMY	TRAVEL	\$99.12
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	MY PLACE - FT PIERRE	TRAVEL	\$114.00
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 \$53.34 THOMPSON, REBECCA TRAVEL \$53.34 TYLER, DIANNA TRAVEL \$55.44 Dickelman Childcare Service Vehicle \$17,000.00	OUTKA, JANEEN	TRAVEL	\$416.68
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	RALSTON, ANNLEE	TRAVEL	\$126.00
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	REISCH, KARIN	TRAVEL	\$21.84
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	•	TRAVEL	\$162.12
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		TRAVEL	
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Dickelman Childcare Service Vehicle \$17,000.00			
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CAS	H REPORT			
FOR MONTH ENDING: November 30, 2016				
	GENERAL	FOOD SVC		
	FUND	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 <u>18th</u> day of <u>January</u> , <u>2017</u> .	
Board Member	Board Member
Board Member	Board Member
Business Manager	

Published once at the total approximate cost of_____.