

EAST DAKOTA EDUCATIONAL COOPERATIVE
REGULAR MEETING
MAY 20, 2015

The regular meeting of East Dakota Educational Cooperative was called to order at 5:15 p.m. on Wednesday, May 20, 2015, at East Cooperative Educational Cooperative by President Renee Ullom. Members present were Nancy Nelson and Renee Ullom as well as Dennis Husman via teleconference. Gordon Sweeter was absent. Members of administration present were Joan Frevik and Lisa Bjorneberg as well as Deb Esche via teleconference.

Motion by Nelson, second by Husman to approve the agenda as amended. Agenda was amended to add a revenue agreement amendment with South Dakota Department of Education. Motion carried. Action 15-05-01.

Motion by Husman, second by Nelson to approve the April 15, 2015 board meeting minutes as published. Motion carried. Action 15-05-02.

Joan Frevik updated the board on current position openings.

Motion by Nelson, second by Husman to approve the items in the consent agenda. Motion carried. Action 15-05-03.

The consent agenda addressed the following items:

April payroll report by cost center. Principal Evaluation Pilot 901.25; ESA Region 2 26,147.86; State Performance Plan Coordinators 3,750.00; McCrossan 30,109.99; Transition Advantage/Project Search 10,697.87; High Impact/Career Academy 19,210.06; Title I-South Dakota 4,338.14; Career Assessment 3,091.40; Administration 12,840.25; Physical Therapy 9,424.22; Autism Specialist 4,420.42; Fiscal Services 5,748.07; Technical Services 4,705.76; Occupational Therapy 8,768.33; DD Council 4,569.95; Title II B 4,929.90; SD STARS 4,445.10. FICA Expense & Medicare 11,128.31 and Benefits Expense 20,763.60 for a total payroll of 189,990.48.

April disbursements of \$31,818.07 in general funds and \$5,977.65 in food service fund for a total of \$37,795.72 as presented.

| <u>Vendor Name</u> | <u>Description</u> | <u>Amount</u> |
|----------------------------------|---------------------------|---------------|
| KELO-TV | ADVERTISING | \$218.00 |
| ADVANCE PAYMENT ACCOUNT | CASH | (\$0.19) |
| ANDERSON PUBLICATIONS | COMMUNICATIONS | \$187.44 |
| ARGUS LEADER MEDIA #1085 | COMMUNICATIONS | \$30.00 |
| INFINITE CAMPUS | COMPUTER SOFTWARE (ADMIN) | \$112.80 |
| AMAZON | CONSUMABLE SUPPLIES | \$11.70 |
| JCL SOLUTIONS - JANITORS CLOSET | CONSUMABLE SUPPLIES | \$49.86 |
| OFFICEMAX INCORPORATED | CONSUMABLE SUPPLIES | \$484.54 |
| SAM'S CLUB | CONSUMABLE SUPPLIES | \$32.94 |
| VALENTINO'S OF SIOUX FALLS, INC. | CONSUMABLE SUPPLIES | \$100.65 |
| WALMART COMMUNITY | CONSUMABLE SUPPLIES | \$5.91 |
| ADVANCE PAYMENT ACCOUNT | CONSUMABLE SUPPLIES | \$61.34 |
| ESTR PUBLICATIONS | CONSUMABLE SUPPLIES | \$24.00 |
| HYVEE INC | CONSUMABLE SUPPLIES | \$7.98 |

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| JOSEPHINE'S INC. | CONSUMABLE SUPPLIES | \$50.00 |
| OFFICEMAX INCORPORATED | CONSUMABLE SUPPLIES | \$158.40 |
| PETTY CASH | CONSUMABLE SUPPLIES | \$51.88 |
| SAM'S CLUB | CONSUMABLE SUPPLIES | \$62.90 |
| SHERMAN SELF STORAGE | CONSUMABLE SUPPLIES | \$166.00 |
| SUNSHINE FOODS #1 | CONSUMABLE SUPPLIES | \$341.09 |
| TARGET | CONSUMABLE SUPPLIES | \$825.00 |
| VISA | CONSUMABLE SUPPLIES | \$63.59 |
| CHILD NUTRITION SERVICES | COST OF SALES-PURCHASED FOOD | \$5,977.65 |
| PAYSCHOOLS | DUES AND FEES | \$5.08 |
| AMAZON | OTHER NON-CONSUMABLE SUPPLIES | \$53.80 |
| BRAY, KATHERINE | OTHER NON-CONSUMABLE SUPPLIES | \$38.10 |
| PETTY CASH | OTHER NON-CONSUMABLE SUPPLIES | \$10.78 |
| SCHOOL SPECIALTY | OTHER NON-CONSUMABLE SUPPLIES | \$159.26 |
| HARRISBURG SCHOOL DISTRICT | OTHER PROFESSIONAL & TECHNICAL | \$390.00 |
| PICASSO, RICHARD N | OTHER PROFESSIONAL & TECHNICAL | \$500.00 |
| BUREAU OF ADMINISTRATION | OTHER PURCHASED SERVICES | \$10.24 |
| SAM'S CLUB | OTHER TRANSPORTATION SERVICES | \$120.41 |
| ARGUS LEADER | PERIODICALS | \$150.00 |
| BJORNEBERG, LISA | PHONE | \$40.00 |
| BUREAU OF ADMINISTRATION | PHONE | \$6.40 |
| CENTURYLINK | PHONE | \$167.06 |
| JENSEN, TERRI | PHONE | \$20.00 |
| MORK, DIANNE | PHONE | \$20.00 |
| MUSSER, NATALIE | PHONE | \$20.00 |
| MUTSCHELKNAUS, AMY | PHONE | \$20.00 |
| TOSTENSON, JOLIE | PHONE | \$40.00 |
| VERIZON WIRELESS | PHONE | \$16.00 |
| BRAY, KATHERINE | PHONE | \$20.00 |
| BUREAU OF ADMINISTRATION | PHONE | \$4.83 |
| GERRY, BRANDI | PHONE | \$20.00 |
| HANSEN, BARBARA | PHONE | \$20.00 |
| HUBERT, PATRICIA | PHONE | \$20.00 |
| MALLORY, LINDA | PHONE | \$20.00 |
| PARKER, DEAN | PHONE | \$20.00 |
| TYLER, DIANNA | PHONE | \$20.00 |
| ADVANCE PAYMENT ACCOUNT | POSTAGE | \$5.75 |
| QUALIFIED PRESORT SERVICES | POSTAGE | \$262.50 |
| BRAY, KATHERINE | PRINTING & BINDING | \$166.00 |
| JOSTENS | PRINTING & BINDING | \$48.78 |
| PREFERRED PRINTING, INC. | PRINTING & BINDING | \$795.08 |
| MIDAMERICAN ENERGY | PUBLIC UTILITY SERVICE | \$298.86 |
| NOVAK SANITARY SERVICE | PUBLIC UTILITY SERVICE | \$281.45 |
| SIOUX FALLS UTILITIES | PUBLIC UTILITY SERVICE | \$123.00 |
| XCEL ENERGY | PUBLIC UTILITY SERVICE | \$962.37 |
| MIDAMERICAN ENERGY | PUBLIC UTILITY SERVICE | \$13.98 |
| HARRISBURG SCHOOL DISTRICT | REGISTRATION FEES | \$91.50 |
| ADVANCE PAYMENT ACCOUNT | REGISTRATION FEES | \$309.00 |
| McCROSSAN BOY'S RANCH | REGISTRATION FEES | \$150.00 |
| SD SCHOOL SUPERINTENDENTS | REGISTRATION FEES | \$150.00 |
| VISA | REGISTRATION FEES | \$804.00 |
| EAST DAKOTA FOUNDATION | RENTALS | \$3,800.00 |
| RONNING PROPERTY MANAGEMENT | RENTALS | \$550.00 |
| A & B BUSINESS, INC. | REPAIRS & MAINTENANCE SERVICES | \$2,259.13 |

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| C & D SERVICES INC. | REPAIRS & MAINTENANCE SERVICES | \$4,200.00 |
| DUST-TEX SERVICE, INC. | REPAIRS & MAINTENANCE SERVICES | \$77.94 |
| MADISON LAWN CARE, INC. | REPAIRS & MAINTENANCE SERVICES | \$525.00 |
| OLSON'S PEST TECHNICIANS | REPAIRS & MAINTENANCE SERVICES | \$120.00 |
| PETTY CASH | REPAIRS & MAINTENANCE SERVICES | \$43.63 |
| TEACHSCAPE | SOFTWARE (ADMINISTRATIVE) | \$1,943.00 |
| VISA | SOFTWARE (ADMINISTRATIVE) | \$599.90 |
| MAYER-JOHNSON INC | TEXTBOOKS/INSTRUCT. SOFTWARE | \$319.20 |
| ADVANCE PAYMENT ACCOUNT | TRAVEL | \$255.00 |
| BEST WESTERN RAMKOTA-PIERRE | TRAVEL | \$187.98 |
| BJORNEBERG, LISA | TRAVEL | \$136.01 |
| BRAY, KATHERINE | TRAVEL | \$191.12 |
| DAYS INN OF PIERRE | TRAVEL | \$285.00 |
| GERRY, BRANDI | TRAVEL | \$270.94 |
| HANSEN, BARBARA | TRAVEL | \$14.06 |
| HARRISBURG SCHOOL DISTRICT | TRAVEL | \$1,485.51 |
| HOLIDAY INN- SIOUX FALLS | TRAVEL | \$124.00 |
| HUBERT, PATRICIA | TRAVEL | \$676.52 |
| JACKSON, KRISTY | TRAVEL | \$49.58 |
| JENSEN, TERRI | TRAVEL | \$58.65 |
| MALLORY, LINDA | TRAVEL | \$345.62 |
| MORK, DIANNE | TRAVEL | \$131.72 |
| MUSSER, NATALIE | TRAVEL | \$275.69 |
| MUTSCHELKNAUS, AMY | TRAVEL | \$88.80 |
| PARKER, DEAN | TRAVEL | \$38.85 |
| RALSTON, ANNLEE | TRAVEL | \$95.46 |
| THOMPSON, LORELEI | TRAVEL | \$69.19 |
| TOSTENSON, JOLIE | TRAVEL | \$137.00 |
| TYLER, DIANNA | TRAVEL | \$75.48 |
| VISA | TRAVEL | \$1,676.84 |
| COMFORT SUITES | TRAVEL | \$57.00 |
| GERRY, BRANDI | TRAVEL | \$62.16 |
| HANSEN, BARBARA | TRAVEL | \$241.46 |
| HUBERT, PATRICIA | TRAVEL | \$683.41 |
| JACOBSON, BRITTNEY | TRAVEL | \$15.54 |
| PETTY CASH | TRAVEL | \$2.00 |
| TYLER, DIANNA | TRAVEL | \$209.62 |
| Grand Total | | \$37,795.72 |

| EAST DAKOTA EDUCATIONAL COOPERATIVE CASH REPORT FOR MONTH ENDING: APRIL 30, 2015 | | | |
|--|---------------------|----------------------|---------------------|
| | GENERAL FUND | FOOD SERVICE FUND | TOTAL |
| TOTAL WORKING BALANCE 4/1/15 | 1,409,282.86 | 2,282.37 | 1,411,565.23 |
| RECEIPTS: | | | |
| LOCAL SOURCES | | | |
| Tuition | 59,483.42 | | 59,483.42 |
| Other Local Sources | 18,817.65 | 1,151.85 | 19,969.50 |
| STATE SOURCES | | | |
| DD Council | 11,511.30 | | 11,511.30 |
| Other State Sources | 131,400.00 | | 131,400.00 |
| FEDERAL SOURCES | | | |
| Title II B Math Counts | 62,711.00 | | 62,711.00 |
| Perkins | 51,872.00 | | 51,872.00 |
| DD Council | 34,533.88 | | 34,533.88 |
| Other Federal Sources | | 1,423.66 | 1,423.66 |
| TOTAL RECEIPTS | 370,329.25 | 2,575.51 | 372,904.76 |
| TOTAL DISBURSEMENTS | (223,598.71) | (2,675.25) | (226,273.96) |
| TOTAL WORKING BALANCE 4/30/15 | 1,556,013.40 | 2,182.63 | 1,558,196.03 |

Personnel Actions: Reductions in staff: Janet Reider resigned position as Educational Office Manager at McCrossan Boys Ranch effective May 7, 2015; Brittney Jacobson resigned position as SPED paraprofessional for Project SEARCH effective May 19, 2015; Alex Hummel Brown resigned position as Science Teacher at High Impact/Career Academy effective June 30, 2015. Staff professional development requests.

Motion Husman, second by Nelson to approve the agreement authorizations as presented. Motion carried. Action 15-05-04. Agreements approved were: Revenue Agreements: Freeman School District to provide Title Data Retreat facilitation between October 12 and October 15, 2015, for a fee of \$1,600.00; Cornbelt Educational Cooperative to provide business office services between July 1, 2015 and June 30, 2016 for a fee of \$24,720.00; Cornbelt Educational Cooperative to provide Project Skills Coordination services between July 1, 2015 and June 30, 2016 for a fee of \$3,728.00; Cornbelt Educational Cooperative to provide technology coordinator services between July 1, 2015 and June 30, 2016 for a fee of \$1,375.00; Belle Fourche School District to provide Educator Effectiveness Planning between April 13, 2015 and April 27, 2015, at a rate of \$600.00; Brandon Valley School District to provide 19 slots at High Impact/Career Academy between July 1, 2015 and June 30, 2016, at a rate of \$117,876.00; Brandon Valley School District to provide Occupational therapy between July 1, 2015 and June 30, 2016, at a rate of \$163,000.00; Brandon Valley School District to provide Physical therapy between July 1, 2015 and June 30, 2016, at a rate of \$174,250.00; Brandon Valley School District to provide 5 slots at Transition Advantage between July 1, 2015 and June 30, 2016, at a rate of \$77,250.00; Brandon Valley School District to provide autism specialist services between July 1, 2015 and June 30, 2016, at a rate of \$77,500.00; State Dept of Education grant to provide \$2,000.00 in funding for staff to attend Project Search conference from July 14-17, 2015; South Dakota Dept of Education amendment to contract for principal evaluation pilot training to change the end date and contract amount; South Dakota Dept of

Education amendment to contract for math and reading coaches to extend the end date for the contract to July 1, 2016.

Motion by Nelson, second by Husman to approve the ASBSD Participation Agreement and Renewal for FY2016 Workers Compensation Coverage. Motion carried. Action 15-05-05.

Motion by Nelson, second by Husman to approve the FY2016 preliminary budget as presented. Motion carried. Action 15-05-06.

Motion by Husman, second by Nelson to approve the salary increases as presented, 3% for 8 staff providing professional development services and for the Director of the Council of Developmental Disabilities as directed by their board. Motion carried. Action 15-05-07.

Motion by Nelson, second by Husman to adjourn the meeting at 5:31 p.m. Motion carried. Action 15-05-08.

Approved this 17th day of June 2015.

Board Member

Board Member

Board Member

Board Member

Business Manager

Published once at the total approximate cost of_____.