

EAST DAKOTA EDUCATIONAL COOPERATIVE
REGULAR MEETING
DECEMBER 16, 2015

The regular meeting of East Dakota Educational Cooperative was called to order at 5:01 p.m. on Wednesday, December 16, 2015, at East Cooperative Educational Cooperative by President Renee Ullom. Members present were Dennis Husman, Nancy Nelson, Renee Ullom and Gordon Sweeter via teleconference. Members of administration present were Joan Frevik, Deb Esche and Lisa Bjorneberg.

Motion by Nelson, second by Husman to approve the agenda as amended. The agenda was amended to remove revenue agreement number two. Motion carried. Action 15-12-01.

Motion by Husman, second by Nelson to approve the November 18, 2015 board meeting minutes as published. Motion carried. Action 15-12-02.

Joan Frevik updated the board members on recent grant awards received as well the current status of various programs.

Motion by Husman, second by Nelson to approve the items in the consent agenda. Motion carried. Action 15-12-03.

The consent agenda addressed the following items:

November payroll report by cost center. State Coaching 1,790.30; ESA Region 2 16,684.59; State Performance Plan Coordinators 3,862.50; McCrossan 31,379.06; Transition Advantage/Project Search 9,566.99; High Impact/Career Academy 20,770.38; Title I-South Dakota 4,468.29; Career Assessment 3,184.14; Administration 13,688.65; Physical Therapy 9,706.95; Autism Specialist 4,553.03; Fiscal Services 5,920.51; Technical Services 4,846.93; Occupational Therapy 9,361.55; DD Council 4,796.36; Title II B 5,077.80, Title III 4,750.00. FICA Expense & Medicare 10,744.62 and Benefits Expense 21,398.11 for a total payroll of 186,550.76.

December disbursements of \$35,509.57 in general funds and \$5,284.70 in food service funds for a total of \$40,794.27 as presented.

| <u>Vendor Name</u> | <u>Description</u> | <u>Amount</u> |
|---------------------------------|------------------------------|---------------|
| KELO-TV | ADVERTISING | \$109.00 |
| ADVANCE PAYMENT ACCOUNT | CASH | (\$0.21) |
| ARGUS LEADER MEDIA #1085 | COMMUNICATIONS | \$16.43 |
| INDEPENDENT PUBLISHING, LLC | COMMUNICATIONS | \$151.06 |
| MAC DOCTORS | COMPUTER EQUIPMENT (NON-CAP) | \$1,149.00 |
| RIVERSIDE TECHNOLOGIES, INC. | COMPUTER EQUIPMENT (NON-CAP) | \$5,945.00 |
| ADVANCE PAYMENT ACCOUNT | CONSUMABLE SUPPLIES | \$203.00 |
| AMAZON | CONSUMABLE SUPPLIES | \$21.21 |
| BIO CORPORATION | CONSUMABLE SUPPLIES | \$47.31 |
| JCL SOLUTIONS - JANITORS CLOSET | CONSUMABLE SUPPLIES | \$483.90 |
| OFFICE DEPOT | CONSUMABLE SUPPLIES | \$312.53 |
| PIZZA RANCH OF HARTFORD | CONSUMABLE SUPPLIES | \$233.39 |
| SAM'S CLUB | CONSUMABLE SUPPLIES | \$80.90 |
| VISA | CONSUMABLE SUPPLIES | \$72.88 |
| HYVEE INC | CONSUMABLE SUPPLIES | \$7.98 |

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|----------------------------------|--------------------------------|------------|
| SAM'S CLUB | CONSUMABLE SUPPLIES | \$53.24 |
| SHERMAN SELF STORAGE | CONSUMABLE SUPPLIES | \$166.00 |
| SUNSHINE FOODS #1 | CONSUMABLE SUPPLIES | \$195.76 |
| VISA | CONSUMABLE SUPPLIES | \$80.93 |
| CHILD NUTRITION SERVICES | COST OF SALES-PURCHASED FOOD | \$5,284.70 |
| PAYSCHOOLS | DUES AND FEES | \$12.78 |
| SAM'S CLUB | DUES AND FEES | \$99.13 |
| ADVANCE PAYMENT ACCOUNT | DUES AND FEES | \$43.25 |
| SAM'S CLUB | DUES AND FEES | \$47.70 |
| TESTPOINT | DUES AND FEES | \$24.00 |
| AMAZON | OTHER NON-CONSUMABLE SUPPLIES | \$62.96 |
| ADVANCE PAYMENT ACCOUNT | OTHER NON-CONSUMABLE SUPPLIES | \$158.97 |
| AMAZON | OTHER NON-CONSUMABLE SUPPLIES | \$97.32 |
| VISA | OTHER NON-CONSUMABLE SUPPLIES | \$13.00 |
| WALMART COMMUNITY | OTHER NON-CONSUMABLE SUPPLIES | \$86.08 |
| PICASSO, RICHARD N | OTHER PROFESSIONAL & TECHNICAL | \$450.00 |
| SAM'S CLUB | OTHER TRANSPORTATION SERVICES | \$32.36 |
| ARGUS LEADER | PERIODICALS | \$126.00 |
| BUREAU OF ADMINISTRATION | PHONE | \$10.27 |
| JACKSON, KRISTY | PHONE | \$20.00 |
| JENSEN, TERRI | PHONE | \$20.00 |
| MORK, DIANNE | PHONE | \$20.00 |
| MUSSER, NATALIE | PHONE | \$20.00 |
| MUTSCHELKNAUS, AMY | PHONE | \$20.00 |
| RALSTON, ANNLEE | PHONE | \$20.00 |
| THOMPSON, LORELEI | PHONE | \$20.00 |
| TOSTENSON, JOLIE | PHONE | \$20.00 |
| VERIZON WIRELESS | PHONE | \$40.01 |
| BJORNEBERG, LISA | PHONE | \$20.00 |
| BRAY, KATHERINE | PHONE | \$20.00 |
| BUREAU OF ADMINISTRATION | PHONE | \$4.02 |
| GERRY, BRANDI | PHONE | \$20.00 |
| HANSEN, BARBARA | PHONE | \$20.00 |
| OUTKA, JANEEN | PHONE | \$20.00 |
| PARKER, DEAN | PHONE | \$20.00 |
| TYLER, DIANNA | PHONE | \$40.00 |
| QUALIFIED PRESORT SERVICES | POSTAGE | \$168.91 |
| JOSTENS | PRINTING & BINDING | \$53.72 |
| BRAY, KATHERINE | PRINTING & BINDING | \$165.10 |
| NOVAK SANITARY SERVICE | PUBLIC UTILITY SERVICE | \$281.45 |
| SIOUX FALLS UTILITIES | PUBLIC UTILITY SERVICE | \$123.00 |
| XCEL ENERGY | PUBLIC UTILITY SERVICE | \$782.16 |
| MIDAMERICAN ENERGY | PUBLIC UTILITY SERVICE | \$11.26 |
| LENNOX SCHOOL DISTRICT | REGISTRATION FEES | \$635.00 |
| ADVANCE PAYMENT ACCOUNT | REGISTRATION FEES | \$360.00 |
| EAST DAKOTA FOUNDATION | RENTALS | \$3,800.00 |
| RONNING PROPERTY MANAGEMENT | RENTALS | \$550.00 |
| BAUMGARTNER Trees & Landscaping, | REPAIRS & MAINTENANCE SERVICES | \$250.00 |
| C & D SERVICES INC. | REPAIRS & MAINTENANCE SERVICES | \$2,100.00 |
| CENTURY BUSINESS PRODUCTS | REPAIRS & MAINTENANCE SERVICES | \$1,195.90 |
| CONNECTING POINT COMPUTERS | REPAIRS & MAINTENANCE SERVICES | \$292.81 |
| DUST-TEX SERVICE, INC. | REPAIRS & MAINTENANCE SERVICES | \$51.96 |
| MADISON LAWN CARE, INC. | REPAIRS & MAINTENANCE SERVICES | \$1,510.00 |
| UNITED TECHNOLOGIES | REPAIRS & MAINTENANCE SERVICES | \$267.50 |

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| WILLIE'S AUTO REPAIR, INC. | REPAIRS & MAINTENANCE SERVICES | \$627.36 |
| AMAZON | TEXTBOOKS/INSTRUCT. SOFTWARE | \$30.25 |
| CHIEF ARCHITECT | TEXTBOOKS/INSTRUCT. SOFTWARE | \$3,594.95 |
| AMERICINN | TRAVEL | \$134.95 |
| BJORNEBERG, LISA | TRAVEL | \$8.15 |
| CEDAR SHORE RESORT, INC. | TRAVEL | \$243.90 |
| GERRY, BRANDI | TRAVEL | \$493.32 |
| HANSEN, BARBARA | TRAVEL | \$209.16 |
| JACKSON, KRISTY | TRAVEL | \$15.12 |
| JENSEN, TERRI | TRAVEL | \$50.19 |
| LENNOX SCHOOL DISTRICT | TRAVEL | \$2,396.89 |
| MORK, DIANNE | TRAVEL | \$73.92 |
| MUSSER, NATALIE | TRAVEL | \$583.38 |
| MUTSCHELKNAUS, AMY | TRAVEL | \$102.06 |
| OUTKA, JANEEN | TRAVEL | \$308.86 |
| PARKER, DEAN | TRAVEL | \$44.10 |
| QUALIFIED PRESORT SERVICES | TRAVEL | \$35.90 |
| RALSTON, ANNLEE | TRAVEL | \$113.40 |
| REISCH, KARIN | TRAVEL | \$23.77 |
| THOMPSON, LORELEI | TRAVEL | \$112.56 |
| TOSTENSON, JOLIE | TRAVEL | \$439.56 |
| TYLER, DIANNA | TRAVEL | \$290.64 |
| VISA | TRAVEL | \$537.00 |
| ADVANCE PAYMENT ACCOUNT | TRAVEL | \$275.00 |
| BRAY, KATHERINE | TRAVEL | \$547.88 |
| GERRY, BRANDI | TRAVEL | \$203.70 |
| HANSEN, BARBARA | TRAVEL | \$191.52 |
| IRELAND, ZACHARY | TRAVEL | \$31.29 |
| OUTKA, JANEEN | TRAVEL | \$234.86 |
| Grand Total | | \$40,794.27 |

| EAST DAKOTA EDUCATIONAL COOPERATIVE CASH REPORT FOR MONTH ENDING: NOVEMBER 30, 2015 | | | |
|-------------------------------------------------------------------------------------------|-----------------|----------------------|--------------|
| | GENERAL FUND | FOOD SERVICE FUND | TOTAL |
| TOTAL WORKING BALANCE 11/1/15 | 2,464,180.13 | 1,546.99 | 2,465,727.12 |
| RECEIPTS: | | | |
| LOCAL SOURCES | | | |
| Tuition | 124,385.00 | | 124,385.00 |
| Other Local Sources | 2,724.13 | 1,100.00 | 3,824.13 |
| ESA, Region 2 | | | 0.00 |
| STATE SOURCES | | | |
| Other State Sources | 3,701.04 | | 3,701.04 |
| FEDERAL SOURCES | | | |
| Other Federal Sources | | | 0.00 |
| TOTAL RECEIPTS | 130,810.17 | 1,100.00 | 131,910.17 |
| TOTAL DISBURSEMENTS | (212,865.88) | 0.00 | (212,865.88) |
| TOTAL WORKING BALANCE 11/30/15 | 2,382,124.42 | 2,646.99 | 2,384,771.41 |

Personnel Actions: Additions to Staff: David Roemen hired as Technology Director at a rate of \$48,000 annually beginning December 8, 2015. Additions to pay: Zach Ireland revised from 32 hours per week to 40 hours per week beginning November 30, 2015, increasing daily rate from \$86.40 to \$108, Dallas Schneiderman position change from Success Coach to Dean of Students beginning December 1, 2015. Salary of \$39,174.38 per year is amended to \$42,674.38 per year (prorated based upon \$45,174.38 over 12 months), Dean Parker additional duty pay as needed to assist in transition for new hire at a rate of \$27.86 per hour.

Motion by Husman, second by Nelson to approve the agreement authorizations as presented. Motion carried. Action 15-12-04. Revenue agreement approved: Oglala Lakota County School District-to provide professional development services at the rate of \$600.00 on the South Dakota Principal Effectiveness System.

A first reading was held on the following policies: EEAE Student Transportation, repeal of IGDI Athletic Competition Banned, repeal of JECC Association Membership and repeal of JHC Trampoline Use.

Motion by Sweeter, second by Nelson to approve the FY 2015 audit report as accepted and approved by the South Dakota Department of Legislative Audit. Motion carried. Action 15-12-05.

Motion by Husman, second by Nelson to adjourn the meeting at 5:29 p.m. Motion carried. Action 15-12-06.

Approved this 20th day of January 2015.

Board Member

Board Member

Board Member

Board Member

Business Manager

Published once at the total approximate cost of_____.