

EAST DAKOTA EDUCATIONAL COOPERATIVE
REGULAR MEETING
MAY 18, 2016

The regular meeting of East Dakota Educational Cooperative was called to order at 5:07 p.m. on Wednesday, May 18, 2016, at East Cooperative Educational Cooperative by President Renee Ullom. Members present were Dennis Husman, Nancy Nelson, Gordon Sweeter and Renee Ullom. Members of administration present were Joan Frevik, Lisa Bjorneberg and Tressie Reski.

Motion by Husman, second by Sweeter to approve the agenda. Motion carried.

Motion by Husman, second by Nelson to approve the April 20, 2016 board meeting minutes as published. Motion carried.

Joan Frevik updated the board on the status of the East Dakota Foundation Board, summer construction plans, a summer credit recovery program, 2016-17 staffing changes and reviewed educational coops and ESAs-DOE.

Motion by Nelson, second by Husman to approve the items in the consent agenda. Motion carried.

The consent agenda addressed the following items:

April payroll report by cost center. Ed Effect Imp and Support 1060.92; State Coaching 1790.30; ESA Region 2 17,546.59; State Performance Plan Coordinators 3,862.50; McCrossan 31,479.06; Transition Advantage/Project Search 9841.02; High Impact/Career Academy 23,570.38; 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 5,166.66; Technical Services 4,000; Occupational Therapy 9361.55; DD Council 4,796.36; Title II B 5,077.80, Title III 4,750.00. FICA Expense & Medicare 10,990.37 and Benefits Expense 22,679.65 for a total payroll of 191,574.22.

May disbursements of \$35,383.29 in general funds and \$0 in food service fund for a total of \$35,383.29 as presented.

<u>Vendor Name</u>	<u>Description</u>	<u>Amount</u>
KELO-TV	ADVERTISING	\$103.00
ADVANCE PAYMENT ACCOUNT	CASH	(\$0.11)
ARGUS LEADER MEDIA #1085	COMMUNICATIONS	\$30.00
INDEPENDENT PUBLISHING, LLC	COMMUNICATIONS	\$143.18
ADVANCE PAYMENT ACCOUNT	CONSUMABLE SUPPLIES	\$468.51
CENTURY BUSINESS PRODUCTS	CONSUMABLE SUPPLIES	\$59.91
JCL SOLUTIONS - JANITORS CLOSET	CONSUMABLE SUPPLIES	\$296.61
JOSTENS	CONSUMABLE SUPPLIES	\$41.43
OFFICE DEPOT	CONSUMABLE SUPPLIES	\$229.16
ADVANCE PAYMENT ACCOUNT	CONSUMABLE SUPPLIES	\$96.52
HYVEE INC	CONSUMABLE SUPPLIES	\$56.85
SAM'S CLUB	CONSUMABLE SUPPLIES	\$470.65
SHERMAN SELF STORAGE	CONSUMABLE SUPPLIES	\$166.00
SUNSHINE FOODS #1	CONSUMABLE SUPPLIES	\$374.62
McCROSSAN BOY'S RANCH	DUES AND FEES	\$120.00
Quality Inn - Huron	TRAVEL	\$123.36
MAC DOCTORS	OTHER NON-CONSUMABLE SUPPLIES	\$2,599.98

AMAZON	OTHER NON-CONSUMABLE SUPPLIES	\$34.95
PICASSO, RICHARD N	OTHER PROFESSIONAL & TECHNICAL	\$450.00
ADVANCE PAYMENT ACCOUNT	OTHER PURCHASED SERVICES	\$131.25
BLACK HILLS STATE UNIVERSITY	OTHER PURCHASED SERVICES	\$4,980.00
HAUG, LAURA	OTHER PURCHASED SERVICES	\$500.00
LENZ, JOSEPH	OTHER PURCHASED SERVICES	\$750.00
MILNE, LORA	OTHER PURCHASED SERVICES	\$500.00
VISUAL SOLUTIONS	OTHER PURCHASED SERVICES	\$75.00
ARGUS LEADER	PERIODICALS	\$225.00
ADVANCE PAYMENT ACCOUNT	PHONE	\$60.00
BUREAU OF ADMINISTRATION	PHONE	\$21.76
CENTURYLINK	PHONE	\$167.18
JACKSON, KRISTY	PHONE	\$20.00
MORK, DIANNE	PHONE	\$20.00
MUTSCHELKNAUS, AMY	PHONE	\$20.00
RESKI, TRESSIE	PHONE	\$40.00
TOSTENSON, JOLIE	PHONE	\$20.00
UNITED TECHNOLOGIES	PHONE	\$85.00
VERIZON WIRELESS	PHONE	\$40.01
BRADFELDT-WARING, SARA	PHONE	\$40.00
BRAY, KATHERINE	PHONE	\$20.00
GERRY, BRANDI	PHONE	\$20.00
HANSEN, BARBARA	PHONE	\$20.00
HANSON, SARA	PHONE	\$140.00
IRELAND, ZACHARY	PHONE	\$20.00
MUSSER, NATALIE	PHONE	\$20.00
OUTKA, JANEEN	PHONE	\$20.00
ROEMEN, DAVID	PHONE	\$20.00
SCHNEIDERMAN, DALLAS	PHONE	\$40.00
TYLER, DIANNA	PHONE	\$20.00
ADVANCE PAYMENT ACCOUNT	POSTAGE	\$25.88
QUALIFIED PRESORT SERVICES	POSTAGE	\$165.06
BRAY, KATHERINE	PRINTING & BINDING	\$37.82
MIDAMERICAN ENERGY	PUBLIC UTILITY SERVICE	\$332.61
NOVAK SANITARY SERVICE	PUBLIC UTILITY SERVICE	\$293.21
SIOUX FALLS UTILITIES	PUBLIC UTILITY SERVICE	\$125.05
XCEL ENERGY	PUBLIC UTILITY SERVICE	\$869.04
MIDAMERICAN ENERGY	PUBLIC UTILITY SERVICE	\$38.72
XCEL ENERGY	PUBLIC UTILITY SERVICE	\$35.15
BLACK HILLS SPECIAL SERVICES	REGISTRATION FEES	\$50.00
CINCINNATI CHILDREN'S PROJECT	REGISTRATION FEES	\$450.00
SCHOOL ADMINISTRATORS OF SD	REGISTRATION FEES	\$340.00
EAST DAKOTA FOUNDATION	RENTALS	\$3,800.00
C & D SERVICES INC.	REPAIRS & MAINTENANCE SERVICES	\$2,100.00
CENTURY BUSINESS PRODUCTS	REPAIRS & MAINTENANCE SERVICES	\$1,189.59
DUST-TEX SERVICE, INC.	REPAIRS & MAINTENANCE SERVICES	\$51.96
HANDER PLUMBING & HEATING	REPAIRS & MAINTENANCE SERVICES	\$186.70
MADISON LAWN CARE, INC.	REPAIRS & MAINTENANCE SERVICES	\$350.00
Apple Store, The	SOFTWARE (ADMINISTRATIVE)	\$21.19
NNG*NING	SOFTWARE (ADMINISTRATIVE)	\$599.90
BARNES & NOBLE BOOKSELLERS	TEXTBOOKS/INSTRUCT. SOFTWARE	\$28.76
ADVANCE PAYMENT ACCOUNT	TRAVEL	\$1,513.30
BEST WESTERN RAMKOTA INN -	TRAVEL	\$57.00
BEST WESTERN RAMKOTA-PIERRE	TRAVEL	\$191.98
BRADFELDT-WARING, SARA	TRAVEL	\$467.72
BRAY, KATHERINE	TRAVEL	\$93.12
CEDAR SHORE RESORT, INC.	TRAVEL	\$170.00
COMFORT SUITES	TRAVEL	\$57.00
DAYS INN OF PIERRE	TRAVEL	\$114.00
GERRY, BRANDI	TRAVEL	\$747.34

HANSEN, BARBARA	TRAVEL	\$585.64
JACKSON, KRISTY	TRAVEL	\$59.64
MORK, DIANNE	TRAVEL	\$86.94
MUSSER, NATALIE	TRAVEL	\$791.00
MUTSCHELKNAUS, AMY	TRAVEL	\$174.30
MY PLACE - FT PIERRE	TRAVEL	\$57.00
OUTKA, JANEEN	TRAVEL	\$438.48
REISCH, KARIN	TRAVEL	\$30.24
RESKI, TRESSIE	TRAVEL	\$191.10
THOMPSON, LORELEI	TRAVEL	\$147.00
TOSTENSON, JOLIE	TRAVEL	\$23.52
TYLER, DIANNA	TRAVEL	\$539.36
Waterfront Hotel	TRAVEL	\$1,486.35
BRAY, KATHERINE	TRAVEL	\$402.60
EXPEDIA.COM	TRAVEL	\$486.70
GERRY, BRANDI	TRAVEL	\$105.00
HANSEN, BARBARA	TRAVEL	\$191.52
HANSON, SARA	TRAVEL	\$131.46
MULDER, ANGELA	TRAVEL	\$99.54
OUTKA, JANEEN	TRAVEL	\$829.66
ROEMEN, DAVID	TRAVEL	\$27.72
TYLER, DIANNA	TRAVEL	\$96.60
Total		\$35,383.29

EAST DAKOTA EDUCATIONAL COOPERATIVE CASH REPORT FOR MONTH ENDING: April 30, 2016			
	GENERAL FUND	FOOD SERVICE FUND	TOTAL
TOTAL WORKING BALANCE 04/01/2016	1,910,207.33	(521.70)	1,909,685.63
RECEIPTS:			
LOCAL SOURCES			
Tuition	115,079.00		115,079.00
Other Local Sources	791.62	1,099.07	1,890.69
STATE SOURCES			
Other State Sources	3,447.00		3,447.00
FEDERAL SOURCES			
Other Federal Sources		1,368.50	1,368.50
TOTAL RECEIPTS	119,317.62	2,467.57	121,785.19
DISBURSEMENTS:			
TOTAL DISBURSEMENTS	(235,311.90)	(3,453.80)	(238,765.70)
TOTAL WORKING BALANCE 4/30/16	1,793,707.65	(1,507.93)	1,792,199.72

Motion Nelson, second by Sweeter to approve the agreement authorizations as presented.
Motion carried. Revenue Agreements approved: Dell Rapids School District to provide 2 slots in the Transition Advantage/Project Search Program; Freeman School District to provide 1 slot in the Transition Advantage/Project Search Program; Brandon Valley School District to provide 5

slots in the Transition Advantage/Project Search Program; Harrisburg School District to provide 5 slots in the Transition Advantage/Project Search Program; Tea Area School District to provide 5 slots in the Transition Advantage/Project Search Program; Chester Area School District to provide 1 slots in the Transition Advantage/Project Search Program; Lennox School District to provide 2 slots in the Transition Advantage/Project Search Program; Cornbelt Educational Cooperative to provide business office services; Cornbelt Educational Cooperative to provide Project Skills Coordination services; Cornbelt Educational Cooperative to provide technology coordinator services. Expenses Agreements approved: Lorna Milne to provide feedback for the developer of materials for the SPED Teacher Effectiveness Online Module System; Laura Haug to provide feedback for the developer of materials for the SPED Teacher Effectiveness Online Module System.

A second reading was held on Policy and Procedures Update: DGA Authorized Signatures. Motion by Nelson, second by Husman to approve the change as presented.

Motion by Husman, second by Sweeter to approve the Life insurance contribution. Motion carried.

Motion by Nelson, second by Husman to approve the FY2017 preliminary budget as presented. Motion carried.

Motion by Husman, second by Sweeter to approve the FY2016 Audit Proposal by Schoenfish & Co at a rate not to exceed \$7,900 including travel, typing and reproduction costs. Motion carried.

Motion by Husman, second by Nelson to pay the Software Unlimited bill before the due date after researching pricing options. Motion carried.

Motion by Nelson, second by Husman to approve the elimination of debt that has been deemed uncollectible. Motion carried.

Motion by Sweeter, second by Nelson to enter executive session at 5:35 p.m. for personnel matters in accordance with SDCL 1-25-2. Motion carried. Executive session ended at 6:24 p.m.

Motion by Husman, second by Sweeter to approve salaries as presented and to extend the director's contract one additional year at the same salary with an additional \$2,000 contribution to an annuity. Motion carried.

Motion by Nelson, second by Husman to adjourn the meeting at 6:25 p.m. Motion carried.

Approved this 15th day of June 2016.

Board Member

Board Member

Board Member

Board Member

Business Manager

Published once at the total approximate cost of_____.