

EAST DAKOTA EDUCATIONAL COOPERATIVE
REGULAR MEETING
JUNE 15, 2016

The regular meeting of East Dakota Educational Cooperative was called to order at 5:00 p.m. on Wednesday, June 15, 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, Barb Hansen and Tressie Reski.

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

Motion by Husman, second by Sweeter to approve the May 18, 2016 board meeting minutes as published. Motion carried.

Joan Frevik updated the board on the 30th anniversary of EDEC, dba Teachwell Solutions and the fall open house, the move toward single agent insurance representation including the total worker health model, anticipated student transportation needs with the addition of a passenger van, inventory management using the Software Unlimited module and an assessment of facility maintenance.

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

The consent agenda addressed the following items:

May payroll report by cost center. Ed Effect Imp and Support 862; State Coaching 1326.15; ESA Region 2 16,353.05; State Performance Plan Coordinators 3,862.50; McCrossan 29,548.78; Transition Advantage/Project Search 9710.02; High Impact/Career Academy 24,381.51; Title I-South Dakota 4,468.29; Career Assessment 3,184.14; Administration 13,696.07; 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 10,753.84 and Benefits Expense 25,903.10 for a total payroll of 191,461.80.

June disbursements of \$49,509.66 in general funds and \$3551.35 in food service fund for a total of \$53,061.01 as presented.

<u>Vendor Name</u>	<u>Description</u>	<u>Amount</u>
ARGUS LEADER MEDIA #1085	COMMUNICATIONS	\$15.00
INDEPENDENT PUBLISHING, LLC	COMMUNICATIONS	\$123.85
ADVANCE PAYMENT ACCOUNT	CONSUMABLE SUPPLIES	\$540.82
DAKOTA RECOGNITION/JOSTENS	CONSUMABLE SUPPLIES	\$163.50
FREVIK, JOAN	CONSUMABLE SUPPLIES	\$527.40
OFFICE DEPOT	CONSUMABLE SUPPLIES	\$1,206.00
PIZZA RANCH OF BRANDON	CONSUMABLE SUPPLIES	\$80.95
RESKI, TRESSIE	CONSUMABLE SUPPLIES	\$47.66
SCHOOL SPECIALTY	CONSUMABLE SUPPLIES	\$28.13
WALMART COMMUNITY	CONSUMABLE SUPPLIES	\$171.89
ADVANCE PAYMENT ACCOUNT	CONSUMABLE SUPPLIES	\$237.37
CENTURY BUSINESS PRODUCTS	CONSUMABLE SUPPLIES	\$96.50
CH PATISSERIE	CONSUMABLE SUPPLIES	\$99.00
FREVIK, JOAN	CONSUMABLE SUPPLIES	\$155.72
OFFICE DEPOT	CONSUMABLE SUPPLIES	\$603.00
OUTKA, JANEEN	CONSUMABLE SUPPLIES	\$79.48
PETTY CASH	CONSUMABLE SUPPLIES	\$141.91

SAM'S CLUB	CONSUMABLE SUPPLIES	\$212.83
SHERMAN SELF STORAGE	CONSUMABLE SUPPLIES	\$332.00
SUNSHINE FOODS #1	CONSUMABLE SUPPLIES	\$270.17
TARGET	CONSUMABLE SUPPLIES	\$920.00
WALMART COMMUNITY	CONSUMABLE SUPPLIES	\$33.27
CHILD NUTRITION SERVICES	COST OF SALES-PURCHASED FOOD	\$3,551.35
PETTY CASH	DUES AND FEES	\$25.00
SOCIETY FOR HUMAN RESOURCE	DUES AND FEES	\$190.00
AMAZON	OTHER NON-CONSUMABLE SUPPLIES	\$1,244.98
WALMART COMMUNITY	OTHER NON-CONSUMABLE SUPPLIES	\$13.94
OFFICE DEPOT	OTHER NON-CONSUMABLE SUPPLIES	\$6.95
ADVANCE PAYMENT ACCOUNT	OTHER PROFESSIONAL & TECHNICAL	\$48.00
DAVENPORT, EVANS, HURWITZ &	OTHER PROFESSIONAL & TECHNICAL	\$142.99
SOFTWARE UNLIMITED INC	OTHER PROFESSIONAL & TECHNICAL	\$5,300.00
TESTPOINT	OTHER PROFESSIONAL & TECHNICAL	\$84.00
WRIGHTSMAN, ANGIE	OTHER PROFESSIONAL & TECHNICAL	\$825.00
ADVANCE PAYMENT ACCOUNT	OTHER PROFESSIONAL & TECHNICAL	\$86.50
BERENS, BRAD	OTHER PROFESSIONAL & TECHNICAL	\$750.00
BLACK HILLS STATE UNIVERSITY	OTHER PROFESSIONAL & TECHNICAL	\$11,981.25
KELO-TV	OTHER PROFESSIONAL & TECHNICAL	\$198.00
MEYER, TAMMY	OTHER PROFESSIONAL & TECHNICAL	\$750.00
Murtha, Christine	OTHER PROFESSIONAL & TECHNICAL	\$375.00
VISUAL SOLUTIONS	OTHER PROFESSIONAL & TECHNICAL	\$150.00
ADVANCE PAYMENT ACCOUNT	OTHER PROFESSIONAL & TECHNICAL	\$43.25
KELO-TV	OTHER PROFESSIONAL & TECHNICAL	\$99.00
ARGUS LEADER	PERIODICALS	\$180.00
BUREAU OF ADMINISTRATION	PHONE	\$6.64
FREVIK, JOAN	PHONE	\$68.85
JACKSON, KRISTY	PHONE	\$20.00
JENSEN, TERRI	PHONE	\$20.00
MUTSCHELKNAUS, AMY	PHONE	\$20.00
REISCH, KARIN	PHONE	\$20.00
RESKI, TRESSIE	PHONE	\$20.00
SCHNEIDERMAN, DALLAS	PHONE	\$20.00
TOSTENSON, JOLIE	PHONE	\$20.00
VERIZON WIRELESS	PHONE	\$78.51
BJORNEBERG, LISA	PHONE	\$40.00
BRAY, KATHERINE	PHONE	\$20.00
FREVIK, JOAN	PHONE	\$240.00
GERRY, BRANDI	PHONE	\$20.00
HANSEN, BARBARA	PHONE	\$20.00
IRELAND, ZACHARY	PHONE	\$20.00
MUSSER, NATALIE	PHONE	\$20.00
OUTKA, JANEEN	PHONE	\$20.00
ROEMEN, DAVID	PHONE	\$20.00
TYLER, DIANNA	PHONE	\$20.00
McCROSSAN BOY'S RANCH	POSTAGE	\$22.95
QUALIFIED PRESORT SERVICES	POSTAGE	\$271.45
PREFERRED PRINTING, INC.	PRINTING & BINDING	\$1,148.00
SISSON PRINTING, INC.	PRINTING & BINDING	\$656.95
MIDAMERICAN ENERGY	PUBLIC UTILITY SERVICE	\$156.44
NOVAK SANITARY SERVICE	PUBLIC UTILITY SERVICE	\$310.01
SIOUX FALLS UTILITIES	PUBLIC UTILITY SERVICE	\$132.48
XCEL ENERGY	PUBLIC UTILITY SERVICE	\$935.00
ADVANCE PAYMENT ACCOUNT	REGISTRATION FEES	\$125.00
ASBO	REGISTRATION FEES	\$30.00
SCHOOL ADMINISTRATORS OF SD	REGISTRATION FEES	\$391.00
AMERICAN RED CROSS	REGISTRATION FEES	\$410.00
FREVIK, JOAN	REGISTRATION FEES	\$25.00
SD SCHOOL SUPERINTENDENTS	REGISTRATION FEES	\$150.00

EAST DAKOTA FOUNDATION	RENTALS	\$3,800.00
C & D SERVICES INC.	REPAIRS & MAINTENANCE SERVICES	\$800.00
CENTURY BUSINESS PRODUCTS	REPAIRS & MAINTENANCE SERVICES	\$1,268.13
DUST-TEX SERVICE, INC.	REPAIRS & MAINTENANCE SERVICES	\$51.96
MADISON LAWN CARE, INC.	REPAIRS & MAINTENANCE SERVICES	\$958.00
OLSON'S PEST TECHNICIANS	REPAIRS & MAINTENANCE SERVICES	\$370.00
ADVANCE PAYMENT ACCOUNT	TRAVEL	\$5.00
AMERICINN	TRAVEL	\$55.00
AMERICINN BELLE FOURCHE	TRAVEL	\$165.00
BJORNEBERG, LISA	TRAVEL	\$36.12
DUFFY, BERNIE	TRAVEL	\$295.68
FREVIK, JOAN	TRAVEL	\$3,378.54
GERRY, BRANDI	TRAVEL	\$266.28
HANSEN, BARBARA	TRAVEL	\$488.50
JACKSON, KRISTY	TRAVEL	\$120.54
JENSEN, TERRI	TRAVEL	\$68.04
MUSSER, NATALIE	TRAVEL	\$157.70
MUTSCHELKNAUS, AMY	TRAVEL	\$154.98
OUTKA, JANEEN	TRAVEL	\$580.24
REISCH, KARIN	TRAVEL	\$55.44
RESKI, TRESSIE	TRAVEL	\$14.28
SUPER 8 REDFIELD	TRAVEL	\$120.00
TOSTENSON, JOLIE	TRAVEL	\$674.56
TYLER, DIANNA	TRAVEL	\$661.04
GERRY, BRANDI	TRAVEL	\$189.00
HANSEN, BARBARA	TRAVEL	\$241.16
MILLER, ALLISON	TRAVEL	\$38.64
OUTKA, JANEEN	TRAVEL	\$218.24
Total		<u>\$53,061.01</u>

CASH REPORT			
FOR MONTH ENDING: May 31, 2016			
	GENERAL	FOOD SERVICE	
	FUND	FUND	TOTAL
TOTAL WORKING BALANCE 05/01/2016	1,793,707.65	(1,507.93)	1,792,199.72
RECEIPTS:			
LOCAL SOURCES			
Tuition	78,067.63		78,067.63
Other Local Sources	7,619.99	842.87	8,462.86
STATE SOURCES			
Other State Sources	140,139.33		140,139.33
FEDERAL SOURCES			
Other Federal Sources			0.00
TOTAL RECEIPTS	251,308.95	842.87	252,151.82
DISBURSEMENTS:			
TOTAL DISBURSEMENTS	(226,703.09)	0.00	(226,703.09)
TOTAL WORKING BALANCE 5/31/16	1,819,734.22	(665.06)	1,819,069.16

Motion Husman, second by Nelson to approve the agreement authorizations as presented. Motion carried. Revenue Agreements approved: Blunt-Onida School District – to conduct a data retreat on June 1, 2016 for a fee of \$500.00 South Dakota Department of Education – to provide one trained instructional reading coach between May 16, 2016 and June 1, 2017, for a contract amount of \$16,764.00. South Dakota Department of Education – to collaborate with state contractors and facilitate an online follow-up component to the SD Invest School Counselor Trainings between June 1, 2016 and June 30, 2017 for a contract amount of \$6,336.00. South Dakota Department of Education – to act as fiscal agent for the Student Learning Objectives workgroup between May 1, 2016 and August 31, 2016 for a contract amount of \$21,378.23. South Dakota Department of Education – to serve as fiscal agent to pay Standards Workgroup Members for services between May 25, 2016 and September 30, 2016 for a contract amount of \$234,100.00. South Dakota Department of Education – amends previous contract to conduct menu of options training between April 14, 2014 and November 18, 2016. Amendment allows regional trainings to be conducted. No change in contract dollar amount. South Dakota Department of Education – amends previous contract to increase contracted amount of \$97,500 to \$103,790.00 to add duties related to acting as fiscal agent. Expenses Agreements approved: Angie Wrightsman, Consultant, to provide Summer Credit Recovery services between June 2, 2016 and June 30, 2016 for a fee of \$15.00 per hour up to 160 hours.

Motion by Nelson, second by Sweeter to approve the Workman's Compensation agreement from State Fund Mutual. Motion carried.

Discussion was held regarding surplus office furniture and equipment currently in storage. Husman was appointed to work with the director to dispose of the surplus items. No action was taken.

Motion by Husman, second by Nelson to accept the nominations of Annie First and Brian Aust to serve on the East Dakota Foundation Board. Motion carried.

The director gave an update on cooperative membership and billing.

Motion by Husman, second by Sweeter to adjourn the meeting at 5:50 p.m. Motion carried.

Approved this 20th day of July 2016.

Board Member

Board Member

Board Member

Board Member

Business Manager

Published once at the total approximate cost of_____.