

EAST DAKOTA EDUCATIONAL COOPERATIVE
REGULAR MEETING
JUNE 17, 2015

The regular meeting of East Dakota Educational Cooperative was called to order at 5:00 p.m. on Wednesday, June 17, 2015, at East Cooperative Educational Cooperative by President Renee Ullom. Members present were Dennis Husman, Nancy Nelson and Renee Ullom. Gordon Sweeter was absent. Members of administration present were Joan Frevik, Deb Esche and Lisa Bjorneberg.

Motion by Nelson, second by Husman to approve the agenda. Motion carried. Action 15-06-01.

Motion by Husman, second by Nelson to approve the May 20, 2015 board meeting minutes as published. Motion carried. Action 15-06-02.

Joan Frevik updated the board on staffing in the various programs.

Motion by Husman, second by Nelson to enter executive session at 5:05 p.m. for personnel matters in accordance with SDCL 1-25-2. Motion carried. Action 15-06-03. Executive session ended at 5:30 p.m.

Motion by Nelson, second by Husman approve an extension of an additional 15 days of earned but unused annual leave to be carried over into the 2015/2016 year for the director position. This additional leave would not be paid if the Director left the position. Motion carried. Action 15-06-04.

Motion by Husman, second by Nelson to approve the 2015-2016 contract for Bernie Duffy reflecting a 3% increase. Motion carried. Action 15-06-05.

Motion by Nelson, second by Husman to approve the items in the consent agenda. Motion carried. Action 15-06-06.

The consent agenda addressed the following items:

May payroll report by cost center. Principal Evaluation Pilot 1,030.00; State Coaching 2,317.50; ESA Region 2 24,602.86; State Performance Plan Coordinators 3,750.00; McCrossan 29,071.19; Transition Advantage/Project Search 12,786.07; High Impact/Career Academy 20,050.06; Title I-South Dakota 4,338.14; Career Assessment 3,091.40; Administration 12,600.25; 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 4,569.90; Title II B 4,929.90; SD STARS 3,210.35. FICA Expense & Medicare 11,250.64 and Benefits Expense 20,479.79 for a total payroll of 191,144.85.

June disbursements of \$30,213.81 in general funds and \$1,963.90 in food service fund for a total of \$32,177.71 as presented.

<u>Vendor Name</u>	<u>Description</u>	<u>Amount</u>
KELO-TV	ADVERTISING	\$109.00
ADVANCE PAYMENT ACCOUNT	CONSUMABLE SUPPLIES	\$204.98
ARGUS LEADER	CONSUMABLE SUPPLIES	\$120.00

JCL SOLUTIONS - JANITORS CLOSET	CONSUMABLE SUPPLIES	\$205.16
WALMART COMMUNITY	CONSUMABLE SUPPLIES	\$225.91
ADVANCE PAYMENT ACCOUNT	CONSUMABLE SUPPLIES	\$932.00
AVERA MCKENNAN HOSPITAL	CONSUMABLE SUPPLIES	\$86.25
CERTIF-A-GIFT COMPANY, THE	CONSUMABLE SUPPLIES	\$1,185.00
FREVIK, JOAN	CONSUMABLE SUPPLIES	\$278.30
HYVEE INC	CONSUMABLE SUPPLIES	\$60.00
SAM'S CLUB	CONSUMABLE SUPPLIES	\$11.65
SHERMAN SELF STORAGE	CONSUMABLE SUPPLIES	\$166.00
WALMART COMMUNITY	CONSUMABLE SUPPLIES	\$22.84
CHILD NUTRITION SERVICES	COST OF SALES-PURCHASED FOOD	\$1,802.80
PAYSCHOOLS	DUES AND FEES	\$1.34
SCHOOL ADMINISTRATORS OF SD	DUES AND FEES	\$648.00
WALMART COMMUNITY	DUES AND FEES	\$0.09
ADVANCE PAYMENT ACCOUNT	DUES AND FEES	\$67.25
KELO-TV	DUES AND FEES	\$109.00
SOCIETY FOR HUMAN RESOURCE	DUES AND FEES	\$190.00
TESTPOINT	DUES AND FEES	\$24.00
AMAZON	OTHER NON-CONSUMABLE SUPPLIES	\$781.91
FREVIK, JOAN	OTHER NON-CONSUMABLE SUPPLIES	\$19.07
ADVANCE PAYMENT ACCOUNT	OTHER NON-CONSUMABLE SUPPLIES	\$14.00
AMAZON	OTHER NON-CONSUMABLE SUPPLIES	\$195.54
BRAY, KATHERINE	OTHER NON-CONSUMABLE SUPPLIES	\$45.52
CONNECTING POINT COMPUTERS	OTHER NON-CONSUMABLE SUPPLIES	\$46.00
MICRON CONSUMER PRODUCTS GROUP	OTHER NON-CONSUMABLE SUPPLIES	\$559.80
LYNN, JACKSON, SHULTZ & LEBRUN,	OTHER PURCHASED SERVICES	\$1,742.50
SAM'S CLUB	OTHER TRANSPORTATION SERVICES	\$21.37
BJORNEBERG, LISA	PHONE	\$20.00
BUREAU OF ADMINISTRATION	PHONE	\$11.85
CENTURYLINK	PHONE	\$167.06
ESCHE, DEBRA	PHONE	\$40.00
FREVIK, JOAN	PHONE	\$220.00
JENSEN, TERRI	PHONE	\$20.00
MORK, DIANNE	PHONE	\$20.00
MUSSER, NATALIE	PHONE	\$20.00
MUTSCHELKNAUS, AMY	PHONE	\$20.00
RALSTON, ANNLEE	PHONE	\$40.00
TOSTENSON, JOLIE	PHONE	\$20.00
VERIZON WIRELESS	PHONE	\$16.00
BRAY, KATHERINE	PHONE	\$20.00
BUREAU OF ADMINISTRATION	PHONE	\$0.75
GERRY, BRANDI	PHONE	\$20.00
HANSEN, BARBARA	PHONE	\$20.00
HUBERT, PATRICIA	PHONE	\$20.00
MALLORY, LINDA	PHONE	\$20.00
OUTKA, JANEEN	PHONE	\$20.00
PARKER, DEAN	PHONE	\$20.00
FREVIK, JOAN	POSTAGE	\$19.15
McCROSSAN BOY'S RANCH	POSTAGE	\$12.24
QUALIFIED PRESORT SERVICES	POSTAGE	\$270.46
MIDAMERICAN ENERGY	PUBLIC UTILITY SERVICE	\$121.24
NOVAK SANITARY SERVICE	PUBLIC UTILITY SERVICE	\$281.45
SIOUX FALLS UTILITIES	PUBLIC UTILITY SERVICE	\$123.00
XCEL ENERGY	PUBLIC UTILITY SERVICE	\$1,048.90

VISA	REGISTRATION FEES	\$129.00
ADVANCE PAYMENT ACCOUNT	REGISTRATION FEES	\$50.00
EAST DAKOTA FOUNDATION	RENTALS	\$3,800.00
RONNING PROPERTY MANAGEMENT	RENTALS	\$550.00
A & B BUSINESS, INC.	REPAIRS & MAINTENANCE SERVICES	\$2,120.21
C & D SERVICES INC.	REPAIRS & MAINTENANCE SERVICES	\$800.00
DUST-TEX SERVICE, INC.	REPAIRS & MAINTENANCE SERVICES	\$51.96
MADISON LAWN CARE, INC.	REPAIRS & MAINTENANCE SERVICES	\$710.00
OLSON'S PEST TECHNICIANS	REPAIRS & MAINTENANCE SERVICES	\$120.00
ADVANCE PAYMENT ACCOUNT	SALES TO PUPILS	\$161.10
APPLE COMPUTER INC.	TEXTBOOKS/INSTRUCT. SOFTWARE	\$100.00
BJORNEBERG, LISA	TRAVEL	\$24.42
BRAY, KATHERINE	TRAVEL	\$217.12
DAYS INN OF PIERRE	TRAVEL	\$855.00
ESCHE, DEBRA	TRAVEL	\$279.67
FREVIK, JOAN	TRAVEL	\$3,870.34
GERRY, BRANDI	TRAVEL	\$778.91
HANSEN, BARBARA	TRAVEL	\$126.54
HOLIDAY INN EXPRESS	TRAVEL	\$203.98
HUBERT, PATRICIA	TRAVEL	\$456.03
JACKSON, KRISTY	TRAVEL	\$34.04
JENSEN, TERRI	TRAVEL	\$56.61
MALLORY, LINDA	TRAVEL	\$72.52
MENGENHAUSEN, CRYSTAL	TRAVEL	\$547.69
MORK, DIANNE	TRAVEL	\$99.53
MUSSER, NATALIE	TRAVEL	\$456.16
MUTSCHELKNAUS, AMY	TRAVEL	\$86.95
OUTKA, JANEEN	TRAVEL	\$246.42
PARKER, DEAN	TRAVEL	\$25.16
RALSTON, ANNLEE	TRAVEL	\$64.38
THOMPSON, LORELEI	TRAVEL	\$72.15
TOSTENSON, JOLIE	TRAVEL	\$721.45
TYLER, DIANNA	TRAVEL	\$458.06
VISA	TRAVEL	\$508.27
BRAY, KATHERINE	TRAVEL	\$81.40
HANSEN, BARBARA	TRAVEL	\$56.98
HOLIDAY INN EXPRESS	TRAVEL	\$216.00
HUBERT, PATRICIA	TRAVEL	\$280.08
OUTKA, JANEEN	TRAVEL	\$182.20
Grand Total		<u>\$32,177.71</u>

EAST DAKOTA EDUCATIONAL COOPERATIVE CASH REPORT FOR MONTH ENDING: MAY 31, 2015			
	GENERAL FUND	FOOD SERVICE FUND	TOTAL
TOTAL WORKING BALANCE 5/1/15	1,556,013.40	2,182.63	1,558,196.03
RECEIPTS:			
LOCAL SOURCES			
Tuition	57,459.80		57,459.80
Other Local Sources	4,745.51	588.54	5,334.05
ESA, Region 2	1,800.00		1,800.00
STATE SOURCES			
Other State Sources	52,500.00		52,500.00
FEDERAL SOURCES			
Other Federal Sources		1,310.20	1,310.20
TOTAL RECEIPTS	116,505.31	1,898.74	118,404.05
DISBURSEMENTS:			
Accounts Payable	(31,618.99)	(5,977.65)	(37,596.64)
Payroll	(191,144.85)		(191,144.85)
TOTAL DISBURSEMENTS	(222,763.84)	(5,977.65)	(228,741.49)
TOTAL WORKING BALANCE 5/31/15	1,449,754.87	(1,896.28)	1,447,858.59

Personnel Actions: Additions to staff: Amber Ryswyk hired as Science Teacher at High Impact/Career Academy beginning August 19, 2015, at a rate of \$32,000 for 185 days; Aimee Lenocker hired as Substitute at McCrossan Boys Ranch beginning May 15, 2015, at a rate of \$100 per day. Additions to pay: Amy Mutschelknaus ½ day extra duty pay for employee inservice June 1, 2015, at a rate of \$183.24; Dianne Mork ½ day extra duty pay for employee inservice June 1, 2015, at a rate of \$167.98; Terri Jensen ½ day extra duty pay for employee inservice June 1, 2015, at a rate of \$144.93; Annlee Ralston ½ day extra duty pay for employee inservice June 1, 2015, at a rate of \$135.69; Lorelei Thompson ½ day extra duty pay for employee inservice June 1, 2015, at a rate of \$217.83. Reductions in Staff: Patricia Hubert terminated from position as Educational Specialist effective June 9, 2015; Linda Mallory resigned position as Instructional Coach effective June 30, 2015; Andy Stoakes resigned position as English Teacher at High Impact/Career Academy effective June 30, 2015.

Motion Husman, second by Nelson to approve the agreement authorizations as presented. Motion carried. Action 15-06-07. Agreements approved were: Revenue agreement with South Dakota Education Association to provide two days of professional staff development between June 1 and June 3, 2015, at a rate of \$500 per day for a total of \$1000.00.

Motion by Husman, second by Nelson to approve a fund transfer from General Funds to the Food Service Fund in the amount of \$4,000. Motion carried. Action 15-06-08.

Motion by Nelson, second by Husman to approve the FY15 Budget Supplement. Motion carried. Action 15-06-09. General Fund: Expenditure items added: Other Guidance Services \$63,300; Instructional Staff Training \$91,710; Other Improvement of Instruction \$217,800. Revenue/Mean of Financing added: Services Provided to other LEAs-In State, \$37,500; Other State Revenue \$243,600; Limited English Proficient, \$91,710. Food Service Fund: Expenditure

items added: Other Food Services-\$3,000 Revenue/Means of Financing added: Fund Balance \$3,000.

Discussion was held on the date of the annual meeting. It was determined the annual meeting and public hearing on the FY15-16 budget will be held Wednesday, July 29th at 5 pm at the East Dakota Educational Cooperative.

Motion by Nelson, second by Husman to adjourn the meeting at 5:49 p.m. Motion carried.
Action 15-06-10.

Approved this 29th day of July 2015.

Board Member

Board Member

Board Member

Board Member

Business Manager

Published once at the total approximate cost of_____.