

EAST DAKOTA EDUCATIONAL COOPERATIVE
REGULAR MEETING
October 19, 2016

The regular meeting of East Dakota Educational Cooperative was called to order at 5:00 p.m. on Wednesday, October 19, 2016, at East Dakota Educational Cooperative by President Renee Ullom. Members present were Nancy Nelson, Dennis Husman and Renee Ullom. Members of administration present were Joan Frevik, Lisa Bjorneberg and Tressie Reski.

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

Motion by Husman, second by Nelson to approve the September 21, 2016 board meeting minutes as published. Motion carried.

President Ullom asked for Conflict of Interest Disclosures. None were reported.

Director Joan Frevik gave updates on the completion of building construction and the annual audit.

Motion by Nelson, second by Husman to approve the items in the consent agenda. Motion carried. The consent agenda addressed the following items:

September payroll report by cost center: Statewide Support Team, \$1442.57; ESA Region 2, \$16,755.89; SPP Coordinator, \$4,007.50; McCrossan, \$34,853.34; Teachwell Transitions/Project SEARCH, \$15,635.60; Teachwell Academy, \$28,598.01; Title 1-SD, \$5,000; Career Assessment, \$3,363.35; Administration, \$14,616.40; Physical Therapy, \$10,019.18; Autism Specialist, \$4,686.86; Fiscal Services, \$5,445; Operations/Maintenance, \$2,890; Technical Services, \$4,220; Occupational Therapy, \$9,661.78; DD Council, \$5034.10; Title IIB Math, \$10,177.80; \$12,173.36 FICA/Medicare expense; and \$27,966.85 Benefits Expense, for a total payroll of \$216,487.59.

October disbursements of \$71,383.80 in general funds and \$0 in food service fund for a total of \$71,383.80 as presented.

<u>Vendor Name</u>	<u>Description</u>	<u>Amount</u>
ARGUS LEADER	COMMUNICATIONS	\$105.40
ARGUS LEADER MEDIA #1085	COMMUNICATIONS	\$15.00
CAROLINA BIOLOGICAL SUPPLY CO	EQUIPMENT (NON-CAP)	\$2,159.63
SCHOOL OUTFITTERS	EQUIPMENT (NON-CAP)	\$3,543.86
BP	Motor Fuel	\$79.36
ADVANCE PAYMENT ACCOUNT	Non-Technology Supplies	\$166.64
AMAZON	Non-Technology Supplies	\$1,132.13
BATTERIES PLUS	Non-Technology Supplies	\$225.08
CHEVYS FRESH MEX	Non-Technology Supplies	\$176.49
Deluxe	Non-Technology Supplies	\$68.38
FLOWER MILL, THE	Non-Technology Supplies	\$53.00
HOUGHTON MIFFLIN HARCOURT	Non-Technology Supplies	\$9,150.31
IKEA	Non-Technology Supplies	\$555.44
IMAGINE LEARNING	Non-Technology Supplies	\$15,000.00
JCL SOLUTIONS - JANITORS CLOSET	Non-Technology Supplies	\$383.10
MENARD'S-WEST	Non-Technology Supplies	\$86.80
NORBERG PAINTS INC	Non-Technology Supplies	\$194.86
NYBERG'S ACE HARDWARE	Non-Technology Supplies	\$30.86
OFFICE DEPOT	Non-Technology Supplies	\$832.18
PIZZA RANCH OF HARTFORD	Non-Technology Supplies	\$70.00
SAM'S CLUB	Non-Technology Supplies	\$312.39
SCHOLASTIC INC.	Non-Technology Supplies	\$48.89
Sherlock & Company,	Non-Technology Supplies	\$240.00
SHERMAN SELF STORAGE	Non-Technology Supplies	\$166.00

SUNSHINE FOODS #1	Non-Technology Supplies	\$145.42
TJ MAXX	Non-Technology Supplies	\$38.28
WALMART COMMUNITY	Non-Technology Supplies	\$282.04
Gunderson, Bob	OTHER EQUIPMENT	\$2,500.00
MENARD'S-WEST	OTHER EQUIPMENT	\$91.90
AMAZON	OTHER NON-CONSUMABLE SUPPLIES	\$168.94
ADVANCE PAYMENT ACCOUNT	OTHER NON-CONSUMABLE SUPPLIES	\$91.45
AMAZON	OTHER NON-CONSUMABLE SUPPLIES	\$640.10
CAROLINA BIOLOGICAL SUPPLY CO	OTHER NON-CONSUMABLE SUPPLIES	\$396.00
FASTSIGNS	OTHER NON-CONSUMABLE SUPPLIES	\$416.77
MENARD'S-WEST	OTHER NON-CONSUMABLE SUPPLIES	\$411.11
WALMART COMMUNITY	OTHER NON-CONSUMABLE SUPPLIES	\$424.85
World Market	OTHER NON-CONSUMABLE SUPPLIES	\$753.84
IMAGINE LEARNING	OTHER PROFESSIONAL & TECHNICAL	\$2,000.00
Bosma, Christine	OTHER PURCHASED SERVICES	\$200.00
BUREAU OF ADMINISTRATION	OTHER PURCHASED SERVICES	\$7.68
PICASSO, RICHARD N	Other Purchased Services	\$1,350.00
TASC	OTHER PURCHASED SERVICES	\$295.54
ADVANCE PAYMENT ACCOUNT	OTHER TRANSPORTATION SERVICES	\$20.00
ARGUS LEADER MEDIA #1085	Periodicals	\$304.06
BUREAU OF ADMINISTRATION	PHONE	\$9.58
CENTURYLINK	PHONE	\$116.78
Inter-Lakes Community Action	PHONE	\$500.00
QUALIFIED PRESORT SERVICES	POSTAGE	\$94.13
US POST OFFICE	POSTAGE	\$25.34
NOVAK SANITARY SERVICE	PUBLIC UTILITY SERVICE	\$307.15
XCEL ENERGY	PUBLIC UTILITY SERVICE	\$1,613.75
95 PERCENT GROUP INC	REGISTRATION FEES	\$250.00
MUTSCHELKNAUS, AMY	REGISTRATION FEES	\$99.00
SD SAFETY COUNCIL	REGISTRATION FEES	\$220.00
EAST DAKOTA FOUNDATION	RENTALS	\$4,650.00
Buck, Norm	REPAIRS & MAINTENANCE SERVICES	\$4,121.00
CENTURY BUSINESS PRODUCTS	REPAIRS & MAINTENANCE SERVICES	\$1,486.58
HANDER PLUMBING & HEATING	REPAIRS & MAINTENANCE SERVICES	\$116.45
KARL'S	REPAIRS & MAINTENANCE SERVICES	\$219.92
MADISON LAWN CARE, INC.	REPAIRS & MAINTENANCE SERVICES	\$795.00
NORBERG PAINTS INC	REPAIRS & MAINTENANCE SERVICES	\$152.71
TESSIER'S INC MECHANICAL	REPAIRS & MAINTENANCE SERVICES	\$1,533.88
SD DEPARTMENT OF LABOR	SELF-INSURANCE UNEMPLOYMENT CL	\$1,949.00
AMAZON	Technology Supplies	\$534.68
DYK, ROXANE	Technology Supplies	\$75.59
GERRY, BRANDI	Technology Supplies	\$149.90
GoGuardian	Technology Supplies	\$225.00
MENARDS-EAST	Technology Supplies	\$47.34
Network Systems Resellers	Technology Supplies	\$240.00
TEACHERS PAY TEACHERS	TEXTBOOKS/INSTRUCT. SOFTWARE	\$73.50
AMERICINN	TRAVEL	\$257.85
BJORNEBERG, LISA	TRAVEL	\$275.14
DYK, ROXANE	TRAVEL	\$858.80
GERRY, BRANDI	TRAVEL	\$75.60
HANSEN, BARBARA	TRAVEL	\$202.44
JACKSON, KRISTY	TRAVEL	\$110.04
JENSEN, TERRI	TRAVEL	\$72.87
MORK, DIANNE	TRAVEL	\$115.08
MUSSER, NATALIE	TRAVEL	\$439.32
MUTSCHELKNAUS, AMY	TRAVEL	\$112.14
MY PLACE - FT PIERRE	TRAVEL	\$372.00
OUTKA, JANEEN	TRAVEL	\$715.84
RALSTON, ANNLEE	TRAVEL	\$115.92
RESKI, TRESSIE	TRAVEL	\$43.00

TOSTENSON, JOLIE	TRAVEL	\$371.36
TYLER, DIANNA	TRAVEL	\$501.64
UHRICH, MARK	Travel	\$20.16
COMFORT INN & SUITES	TRAVEL	\$55.00
COMFORT SUITES	TRAVEL	\$57.00
DYK, ROXANE	TRAVEL	\$67.20
GERRY, BRANDI	TRAVEL	\$31.92
HANSEN, BARBARA	TRAVEL	\$77.28
OUTKA, JANEEN	TRAVEL	\$1,035.68
ROEMEN, DAVID	TRAVEL	\$46.20
THOMPSON, REBECCA	TRAVEL	\$21.84
TYLER, DIANNA	TRAVEL	\$48.72
UNITED AIRLINES	TRAVEL	\$343.70
Total		\$71,383.80

CASH REPORT			
FOR MONTH ENDING: September 30, 2016			
	GENERAL FUND	FOOD SERVICE FUND	TOTAL
TOTAL WORKING BALANCE 09/01/2016	1,455,484.94	(188.16)	1,455,296.78
RECEIPTS:			
LOCAL SOURCES			
Tuition	62,536.00		62,536.00
Other Local Sources	43,064.66	1,107.50	44,172.16
STATE SOURCES			
Other State Sources	166,024.34		166,024.34
TOTAL RECEIPTS	271,625.00	1,107.50	272,732.50
DISBURSEMENTS:			
Accounts Payable	(55,964.66)	(188.00)	(56,152.66)
Payroll	(216,487.59)		(216,487.59)
TOTAL DISBURSEMENTS	(272,452.25)	(188.00)	(272,640.25)
TOTAL WORKING BALANCE 9/30/16	1,455,818.59	731.34	1,456,549.93

Additions to staff: Virginia DeBoer – Hired as substitute teacher/job coach for Transition and Project SEARCH at sub rate of \$110 per day or \$13.75 per hour
Additions to pay: Mark Uhrich – 12 hours overtime for a total of \$270 additional pay in September 2016

Motion by Husman, second by Nelson to approve the agreement authorizations as presented. Motion carried. Revenue Agreements: Lennox School District – to provide professional development services; Timber Lake School District – to provide professional development Services; Redfield School District – to provide professional development

A First Reading was held on the Authorized Signatures Policy.

Motion by Ullom, second by Nelson to authorize Nelson and Husman as check signers. Motion carried.

Motion by Husman, second by Nelson to adjourn the meeting at 5:30 p.m. Motion carried.

Approved this 16th day of November, 2016.

Board Member

Board Member

Board Member

Board Member

Business Manager

Published once at the total approximate cost of_____.