

EAST DAKOTA EDUCATIONAL COOPERATIVE
ANNUAL MEETING
July 19, 2017

The annual meeting of East Dakota Educational Cooperative was called to order at 5:00 p.m. on Wednesday, July 19, 2017, at East Dakota Educational Cooperative by President Renee Ullom. Members present were Gordon Sweeter, Nancy Nelson and Renee Ullom. Members of administration present were Joan Frevik, Lisa Bjorneberg and Tressie Reski.

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

Motion by Sweeter, second by Nelson to approve the June 21, 2017 board meeting minutes as published. Motion carried.

Motion by Nelson, second by Sweeter to approve the Conflict of Interest Waiver presented by Joan Frevik. The terms of the contract continue to be fair and reasonable and not contrary to the public interest. Motion carried.

The FY 18 Budget Hearing was held with no action taken.

Motion by Sweeter, second by Nelson to accept the FY 18 salary recommendations as presented. Motion carried.

Board members for the upcoming year include Renee Ullom from the Brandon Valley School District, Nancy Nelson from the Lennox School District, Dennis Husman from the West Central School District, and Gordon Sweeter from East Dakota Educational Foundation.

Joan Frevik, Director, presided over the meeting for the election of officers.

Nominations were opened for Board President. Motion by Sweeter, second by Nelson to nominate Renee Ullom. Nominations ceased. Roll call vote: Sweeter, yes; Nelson, yes; Ullom, yes. Motion carried.

President Renee Ullom assumed the chair.

Nominations were opened for Vice President. Motion by Sweeter, second by Nelson to nominate Nancy Nelson. Nominations ceased. Roll call vote: Ullom, yes; Sweeter, yes; Nelson, yes. Motion carried.

Motion by Nelson, second by Sweeter to approve consent agenda items #1 through #15. Motion carried. Consent items approved were: 1. Board meetings will be held the third Wednesday of each month at 5:00 p.m. at East Dakota Education Cooperative. 2. The Official Newspaper is [Hartford Area News](#). 3. The Official Depository is First National in Sioux Falls and Sioux Falls Federal Credit Union. 4. Designate Tressie Reski as Business Manager. 5. Substitute Teacher Rate for 2017-2018 is \$110 per day. 6. Approve Resolution for Withholding Benefits. 7. Cost per page of records requested by parent is \$0.00. 8. Civil Rights/Equal Employment Opportunity Officer is Lisa Bjorneberg. 9. Safety Deposit Box Authorization for Tressie Reski and Joan Frevik. 10. Authorization to invest funds in the SD Public Funds Investment Trust (FIT), General Fund. 11. Federal Program Authorized Representative is Tressie Reski. 12. Authorize the business manager to pay the electric, natural gas, water, telephone, credit card(s) and approved leases as needed when due dates occur prior to board meeting. 14. Authorize Tressie Reski, Joan Frevik and Board Chairperson as authorized signers on bank accounts. 15. Authorize Tressie Reski, Joan Frevik and Board Chairperson as authorized signers on contracts and agreements. 16. Set reimbursement rates for staff use of personal vehicles and per diem meals consistent with state reimbursement rates.

Motion by Nelson, second by Sweeter to approve the items in the consent agenda. Motion carried. The consent agenda addressed the following items: June payroll report: \$201,351 Salaries expense; \$14,219 FICA/Medicare expense; and \$24,232 Benefits Expense, for a total payroll of \$239,802.

Additions to Pay: Sara Hanson – 1 day extra duty in June 2017 at a rate of \$272.22; Lorelei Thompson – 1.25 hours extra duty in June 2017 at a rate of \$71.86; Brian Snyders – 2.5 days extra duty pay during FY17 at regular rate of \$199.12 per day; Rebecca Wahl – extra duty days as needed subbing at McCrossan Boys Ranch to be paid at regular rate of \$240.44 per day in June, \$243.17 in July.
 Kristy Jackson – 65.75 hours extra duty for Transition Institute and training at a rate of \$26.40 per hour for a total of \$1735.80; Tricia Dick – 38.5 hours extra duty pay for Transition Institute and training at a rate of \$19.66 per hour for a total of \$756.91; Angie Mulder – 13 hours extra duty job coaching at a rate of \$25 per hour and 32.39 hours extra duty for Transition Institute at a rate of \$32.39 per hour, for a total of \$1798.75; Rebecca Thompson – 58.25 hours extra duty for Transition Institute and training at a rate of \$21.07 per hour for a total of \$1227.33; Natalie Musser – 4 days extra duty for Summer Symposium, at regular rate of \$304.55/day for a total of \$1,218.20.

July disbursements of \$70,282.20 in general funds, as presented and fiscal agent checks totaling \$48,716.07

<u>Vendor Name</u>	<u>Description</u>	<u>Amount</u>
ARGUS LEADER MEDIA	COMMUNICATIONS	\$292.72
ADVANCE PAYMENT ACCOUNT	DUES AND FEES	\$37.90
Continental Western Group	INSURANCE	\$15,810.00
SFM	INSURANCE	\$10,089.00
ADVANCE PAYMENT ACCOUNT	Non-Technology Supplies	\$47.94
AMAZON	Non-Technology Supplies	\$376.94
AVERA MCKENNAN HOSPITAL	Non-Technology Supplies	\$236.25
DAKOTA RECOGNITION/JOSTENS	Non-Technology Supplies	\$399.00
EDUCATORS PUBLISHING SERVICE	Non-Technology Supplies	\$299.00
JCL SOLUTIONS - JANITORS CLOSET	Non-Technology Supplies	\$48.62
MENARDS-EAST	Non-Technology Supplies	\$19.89
MENARD'S-WEST	Non-Technology Supplies	\$62.86
MIDSTATES QUALITY IMPRINTED	Non-Technology Supplies	\$361.56
MULDER, ANGELA	Non-Technology Supplies	\$58.53
Murtha, Christine	Non-Technology Supplies	\$83.64
NORBERG PAINTS INC	Non-Technology Supplies	\$43.56
OFFICE DEPOT	Non-Technology Supplies	\$400.72
SUNSHINE FOODS #1	Non-Technology Supplies	\$15.35
AMAZON	OTHER NON-CONSUMABLE SUPPLIES	\$105.46
LAKESHORE LEARNING MATERIALS	OTHER NON-CONSUMABLE SUPPLIES	\$589.87
PEARSON CLINICAL ASSESSMENT	OTHER NON-CONSUMABLE SUPPLIES	\$341.53
THERAPY SHOPPE INC	OTHER NON-CONSUMABLE SUPPLIES	\$379.24
ADVANCE PAYMENT ACCOUNT	OTHER PURCHASED SERVICES	\$100.00
BUREAU OF ADMINISTRATION	OTHER PURCHASED SERVICES	\$7.68
RAY, JAMI L	Other Purchased Services	\$280.00
ADVANCE PAYMENT ACCOUNT	OTHER PURCHASED SERVICES	\$43.25
DURFLINGER, NICOLE	OTHER PURCHASED SERVICES	\$1,110.00
LENNOX SCHOOL DISTRICT	OTHER PURCHASED SERVICES	\$107.65
TESTPOINT	OTHER PURCHASED SERVICES	\$24.00
CENTURYLINK	PHONE	\$167.18
QUALIFIED PRESORT SERVICES	POSTAGE	\$105.66
NOVAK SANITARY SERVICE	PUBLIC UTILITY SERVICE	\$314.60
XCEL ENERGY	PUBLIC UTILITY SERVICE	\$1,223.76
ADVANCE PAYMENT ACCOUNT	REGISTRATION FEES	\$150.00
LENNOX SCHOOL DISTRICT	REGISTRATION FEES	\$50.00
EAST DAKOTA FOUNDATION	RENTALS	\$4,650.00
CENTURY BUSINESS PRODUCTS	REPAIRS & MAINTENANCE SERVICES	\$1,202.38
UNITED TECHNOLOGIES	REPAIRS & MAINTENANCE SERVICES	\$137.50
Northeast Area Coop	Reserve buy-in	\$18,172.86
AMAZON	Technology Supplies	\$620.16
VISA	Technology Supplies	\$3,599.00
COMFORT SUITES	TRAVEL	\$131.00
DYK, ROXANE	TRAVEL	\$426.64

GERRY, BRANDI	TRAVEL	\$43.68
HANSEN, BARBARA	TRAVEL	\$570.74
HOLIDAY INN - SPEARFISH	TRAVEL	\$144.00
JACKSON, KRISTY	TRAVEL	\$1,515.69
LENOX SCHOOL DISTRICT	TRAVEL	\$306.31
MUTSCHELKNAUS, AMY	TRAVEL	\$30.24
MY PLACE - FT PIERRE	TRAVEL	\$72.00
OUTKA, JANEEN	TRAVEL	\$492.68
PIEKARSKI, KARI	TRAVEL	\$238.16
PRAIRIE VISTA INN	TRAVEL	\$73.00
REISCH, KARIN	TRAVEL	\$146.16
THOMPSON, LORELEI	TRAVEL	\$188.58
TOSTENSON, JOLIE	TRAVEL	\$1,331.56
TYLER, DIANNA	Travel	\$511.94
AMERICINN	TRAVEL	\$144.00
DEVRIES, TAYLOR	TRAVEL	\$64.00
DICK, TRICIA	TRAVEL	\$77.44
DYK, ROXANE	TRAVEL	\$118.22
GERRY, BRANDI	TRAVEL	\$395.44
HANSEN, BARBARA	TRAVEL	\$89.04
HANSON, SARA	TRAVEL	\$135.24
MY PLACE - FT PIERRE	TRAVEL	\$72.00
OUTKA, JANEEN	TRAVEL	\$566.66
THOMPSON, REBECCA	TRAVEL	\$90.04
TOSTENSON, JOLIE	TRAVEL	\$142.48
Total		\$70,282.20

CASH REPORT			
FOR MONTH ENDING: June 30, 2017			
	GENERAL FUND	FOOD SVC FUND	TOTAL
TOTAL BEGINNING WORKING BALANCE	1,966,752.27	206.20	1,966,958.47
Operating Transfer - Food Service	(4,777.40)	4,777.40	
RECEIPTS:			
Tuition	108,132.21		108,132.21
Other Local Sources	8,928.97	0.00	8,928.97
ESA, Region 2	2,000.00		2,000.00
DD Council	7,381.20		7,381.20
Other State Sources	129,781.58		129,781.58
Title I	5,697.00		5,697.00
Title II B Math Counts	15,192.00		15,192.00
Title III	2,642.00		2,642.00
DD Council	22,143.60		22,143.60
TOTAL RECEIPTS	297,121.16	4,777.40	301,898.56
TOTAL DISBURSEMENTS	(294,426.71)	(6,046.43)	(300,473.14)
TOTAL ENDING WORKING BALANCE	1,969,196.72	(1,062.83)	1,968,133.89

Motion by Nelson, second by Sweeter to approve the agreement authorizations as presented. Motion carried. Revenue agreements: Madison Central School District—one slot in Transitions/Project SEARCH; Harrisburg School District—8 slots in the Teachwell Academy program; Harrisburg School District—two slots in Transitions/Project SEARCH; Harrisburg School District—transition support services, including project skills coordination, job development services and job shadowing; McCook Central School District—one slot in Transitions/Project SEARCH; McCook Central School District- job shadow program coordination; State of SD DHS-employ the executive director for a total contract of \$82,023.00; Gettysburg School District—provide professional development services.

Motion by Nelson, second by Sweeter to adjourn the meeting at 5:20 p.m. Motion carried.

Approved this 16th day of August, 2017.

Board Member

Board Member

Board Member

Board Member

Business Manager

Published once at the total approximate cost of_____.