

**MINUTES OF THE REGULAR BOARD MEETING OF THE
CORE EDUCATIONAL COOPERATIVE
BOARD OF DIRECTORS
THURSDAY, APRIL 12, 2018**

President H. Mosterd called the regular meeting of the Board of Directors of the Core Educational Cooperative to order at 2:00 p.m. on Thursday, April 12, 2018, at CORE Educational Cooperative Office in Platte, SD.

Members present: Tina Westendorf (Armour), Holly Mosterd (Burke), Joel Koskan (Colome), Chad Clites (Corsica-Stickney), Karen Timanus (Gregory), Lisa Pazour (Kimball), Dale Larsch (Mt. Vernon), Jess Sondgeroth (Platte-Geddes), Tonya Aldrich (Wessington Springs) and Tara Hochhalter via Zoom (Wolsey-Wessington).

Members absent: Rodney Faulhaber (Plankinton) and Jim Munsen (White Lake).

Superintendents: Tim Mayclin via Zoom (Kimball), Steve Randall (Plankinton), Joel Bailey (Platte-Geddes), and James Cutshaw via Zoom (Wolsey-Wessington).

Others present: Valerie Johnson (Director) and Catrina Brown (Business Manager).

Additional Agenda Items

The following items were added to the agenda: Oath of Office per SDCL 3-1-5.

Approve Agenda

Motion Colome, seconded by Kimball approving the agenda as amended. All members present voted aye. Motion carried.

Approve Minutes from March 8, 2018 meeting

Motion Kimball, seconded by Mt. Vernon approving the minutes of the regular meeting held on February 8, 2018. All members present voted aye. Motion carried.

Oath of Office per SDCL 3-1-5

The Business Manager administered the oath of office per SDCL 3-1-5 to Joel Koskan, Colome.

Approve Financial Reports

Motion Wessington Springs, seconded by Colome approving the report of cash transactions, revenue summary report and expenditure reports dated March 31, 2018. All members present voted aye. Motion carried.

Approve April 2018 Bills

Motion Platte-Geddes seconded by Corsica-Stickney approving the following bills for payment:

Check #	Vendor Name	Account Number	Invoice Detail Description	Invoice Amount
300	BAILEY, CASEY	53 2226 000 334	VS TRAVEL	\$ 55.44
301	BROWN, CATRINA	22 2529 000 340	FISCAL PHONE - MARCH/APRIL	\$ 40.00
301	BROWN, CATRINA	22 2529 000 334	FISCAL TRAVEL	\$ 42.84
302	LARSON, ROXANN	22 2159 000 340	SPEECH PHONE- MARCH	\$ 20.00
303	MID-DAKOTA TECHNOLOGIES	22 2227 000 319	TECH SERVICES; INV #1981	\$ 1,025.00
304	RUBENDALL, JAYNE	22 2149 000 640	PSYCH DUES - LIAB INSURANCE	\$ 99.00
305	SHUMAKE, PAIGE	22 2172 000 340	OT PHONE	\$ 20.00
306	THOMAS, TAYLA	22 2159 000 340	SPEECH PHONE	\$ 20.00
307	WITT, TANIA	22 2159 000 413	SPEECH CAR REPAIRS - #16	\$ 34.64
610	BREWER, LINDSEY	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$ 400.00
611	BURKE GAZETTE, THE	22 2319 000 350	BOARD ADVERTISING - INV #117373	\$ 166.20
612	CHS FARMERS ALLIANCE	22 2549 000 321 003	OFFICE PROPANE	\$ 251.75
613	CITY OF PLATTE	22 2549 000 321 002	OFFICE WATER AND SEWER	\$ 92.08
614	COUNCIL FOR EXCEPTIONAL CHILDREN	22 2329 000 640	DIRECTOR DUES	\$ 365.00
615	FIRST BANK & TRUST	22 2149 000 411	PSYCH SUPPLIES	\$ 276.00
615	FIRST BANK & TRUST	22 2149 000 334	PSYCH TRAVEL	\$ 265.80
615	FIRST BANK & TRUST	22 2149 000 640	PSYCH CONFERENCE FEE REFUND	\$ (199.98)
615	FIRST BANK & TRUST	22 2149 000 411	PSYCH SUPPLIES - CPI BOOKLETS	\$ 665.00
616	HANSEN, ANDREA	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$ 240.00
617	HILLMAN'S GAS & GARAGE	22 2159 000 413	SPEECH OIL CHANGE/GAS - NICOLE #15	\$ 88.59
618	HOHN, SARAH	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$ 160.00
619	JENSEN, MICHELLE	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$ 160.00

620	KARY, RACHEL	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$ 80.00
621	KOUPAL, KAREN	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$ 480.00
622	LARSON, ERIN	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$ 80.00
623	MID CENTRAL EDUCATIONAL COOP	10 2535 000 520	OFFICE LEASE PAYMENT - MAY 2018	\$ 500.00
624	MIDSTATE COMMUNICATIONS	22 2529 000 340	TELEPHONE SERVICES	\$ 335.22
625	MITTELSTEDT, RODNEY	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$ 320.00
626	MOTOR CLINIC	22 2159 000 413	SPEECH OIL CHANGE - ROXANN #7	\$ 58.05
627	MTI CORPORATE EDUCATION	22 2159 000 334	SPEECH TRAVEL - INV #4300	\$ 50.00
628	NORTHWESTERN ENERGY	22 2549 000 321 001	OFFICE ELECTRICITY	\$ 349.00
629	OVERWEG REPAIR	22 2159 000 413	SPEECH OIL CHANGE - TAYLA #8	\$ 32.56
630	PLATTE FOOD CENTER	22 2319 000 411	BOARD SUPPLIES	\$ 77.35
631	PUNT, KANDY	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$ 400.00
632	QUALITY INN & SUITES	22 2329 000 334	DIRECTOR TRAVEL; INV #40082044	\$ 165.00
633	QUILL CORPORATION	22 2159 000 411	SPEECH SUPPLIES	\$ 80.99
634	RAAK, CATHERINE	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$ 400.00
635	RENKLY, SHANNON	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$ 400.00
636	ROG'S AUTO INC.	22 2149 000 413	PSYCH TIRES - KRISTI #12	\$ 521.24
637	SCHNEIDER, MARY	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$ 960.00
638	SDASBO	22 2529 000 640	FISCAL CONFERENCE FEES	\$ 75.00
639	SEVERSON'S SERVICE	22 2159 000 413	SPEECH OIL CHANGE - JEN B #10	\$ 42.75
639	SEVERSON'S SERVICE	22 2172 000 413	OT OIL CHANGE - SONA #2	\$ 70.83
639	SEVERSON'S SERVICE	22 2159 000 413	SPEECH FUEL - TANIA #16	\$ 42.60
640	SHERATON SIOUX FALLS & CONVENTION CENTER	22 2329 000 334	DIRECTOR TRAVEL	\$ 208.00
641	SIEGFRIED, JOSHUA	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$ 240.00
642	THOMPSON, JULIE	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$ 160.00
643	US BANK VOYAGER FLEET SYSTEMS	22 2329 000 413	DIRECTOR FUEL	\$ 100.93
643	US BANK VOYAGER FLEET SYSTEMS	22 2149 000 413	PSYCH FUEL	\$ 295.04
643	US BANK VOYAGER FLEET SYSTEMS	22 2159 000 413	SPEECH FUEL	\$ 787.67
643	US BANK VOYAGER FLEET SYSTEMS	22 2171 000 413	PT FUEL	\$ 231.64
643	US BANK VOYAGER FLEET SYSTEMS	22 2172 000 413	OT FUEL	\$ 407.04
643	US BANK VOYAGER FLEET SYSTEMS	22 2124 000 413	ED EVAL FUEL	\$ 114.55
643	US BANK VOYAGER FLEET SYSTEMS	22 2765 000 334	BIRTH TO THREE FUEL	\$ 114.54
644	VERIZON WIRELESS	22 2171 000 340	PT PHONE/MIFI	\$ 40.01
644	VERIZON WIRELESS	22 2329 000 340	DIRECTOR PHONE/MIFI	\$ 40.01
644	VERIZON WIRELESS	53 2226 000 340	VS PHONE	\$ 54.32
645	WITT, KATE	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$ 80.00
Report Total:				\$ 12,681.70

Fund Totals:

Fund 10	\$ 500.00
Fund 12	\$ -
Fund 22	\$ 7,511.94
Fund 53	\$ 4,669.76

Report Total: \$ 12,681.70

All members present voted aye. Motion carried.

Review Proposed Budget for 2018-2019

Proposed budget and school assessment chart for 2018-2019 was distributed for review. No action taken.

Approve Payment for Part Time Contracts and Board Payments

Motion Colome, seconded by Wessington Springs to pay the following part time contracts and board payments:

PAYROLL ITEMS THAT NEED APPROVAL BY THE GOVERNING BOARD		
April 12, 2018		
EMPLOYEE NAME	SERVICES	AMOUNT
Janet Maeschen	Part Time Testing Services and Travel - March 2018	\$694.32
TOTAL TO BE APPROVED FOR APRIL 20, 2018 PAYROLL		\$694.32

PAYROLL ITEMS THAT NEED APPROVAL BY THE GOVERNING BOARD

April 12, 2018

Tonya Aldrich	Board Stipend and Travel	\$259.54
Chad Clites	Board Stipend and Travel	\$299.51
Rodney Faulhaber	Board Stipend and Travel	\$96.59
Joel Koskan	Board Stipend and Travel	\$498.10
Dale Larsch	Board Stipend and Travel	\$225.41
Holly Mosterd	Board Stipend and Travel	\$354.04
Jim Munsen	Board Stipend and Travel	\$67.12
Lisa Pazour	Board Stipend and Travel	\$284.77
Jess Sondgeroth	Board Stipend and Travel	\$184.70
Karen Timanus	Board Stipend and Travel	\$79.53
Tina Westendorf	Board Stipend and Travel	\$69.45
TOTAL TO BE APPROVED FOR MARCH 20, 2018 PAYROLL		\$2,418.76

All members present voted aye. Motion carried.

Approve Disclosure of Potential Conflict of Interest per SDCL 3-23

No conflict of interest waivers were presented.

Virtual School Report

No action taken.

Letter of Resignation

Motion Gregory, seconded by Mt. Vernon to approve the letter of resignation for Sobrina Trezevant, effective June 30, 2018. All members present voted aye. Motion carried.

MCEC Office Furnishings

Motion Platte-Geddes, seconded by Kimball to allow Mid Central Educational Cooperative to borrow any office furnishings that are needed at their new office location in Corsica. All members present voted aye. Motion carried.

RDA Coaches RFP

Motion Wessington Springs, seconded by Kimball to give permission to the director to submit an RFP for the RDA (Results Driven Accountability) contract with the State of South Dakota. All members present voted aye. Motion carried.

Director's Contract Payment

Motion Colome, seconded by Corsica-Stickney to pay the school psych supervision contract to Valerie Johnson in the May 20, 2018 payroll instead of June 20, 2018 payroll. All members present voted aye. Motion carried.

Executive Session for Personnel per SDCL 1-25-2 (1)

Motion Gregory, seconded by Wessington Springs to enter into executive session at 2:36 p.m. to discuss personnel per SDCL 1-25-2(1). All members present voted aye. Motion carried.

President Holly Mosterd declared executive session closed at 2:41 p.m.

Approve Contracts per SDCL 1-25-2 (1)

Motion Kimball, seconded by Armour to approve the following contracts:

Contract #	Employee	Title	2018-2019 Salary Amount
EMP2019-003	Bergeleen, Laura	Speech Therapist	\$51,688.70
EMP2019-004	Boyden, Jennifer	Speech Therapist Assistant	\$28,000.00
EMP2019-005	Brink, Bobbi	Speech Therapist	\$57,912.50
EMP2019-006	Brown, Catrina	Business Manager	\$41,000.00
EMP2019-002	Callahan, Hilary	School Psychologist Intern	\$52,000.00
EMP2019-007	Sibbel, Erin	School Psychologist	\$55,000.00
EMP2019-008	Grosz, Jocelyn	Educational Evaluator/Birth to Three Coordinator	\$46,125.00
EMP2019-009	Johnson, Valerie	Director	\$85,000.00
EMP2019-010	Kafka, Kristi	School Psychologist	\$64,019.45
EMP2019-011	Kludt, Jennifer	Speech Therapist	\$57,839.73
EMP2019-012	Kott, Sona	Occupational Therapist	\$66,625.00
EMP2019-013	Larson, Roxann	Speech Therapist	\$56,845.48

EMP2019-014	Palmer, Nicole	Speech Therapist	\$47,468.78
EMP2019-015	Rubendall, Jayne	School Psychologist	\$54,473.90
EMP2019-016	Shumake, Paige	Occupational Therapy Intern	\$51,250.00
EMP2019-017	Stukel, Kellie	Physical Therapist	\$79,335.00
EMP2019-001	Alisha Tech	School Psychologist	\$61,500.00
EMP2019-018	Thomas, Renee	Educational Evaluator/Birth to Three Coordinator	\$46,125.00
EMP2019-019	Thomas, Tayla	Speech Therapist Assistant	\$31,500.00
EMP2019-020	Witt, Tania	Speech Therapist	\$60,217.11
EMP2019-021	Wright, Natalie	Speech Therapist	\$59,156.85

VS2018-009	Cindy Nagel	Youth Internship and Senior Experience	\$250 per student, per course
VS2018-040	Marda Olson	Develop Multi Media Designs Course	\$250 per course

Director's Report

No action taken.

Next Meeting:

May 10, 2018 at 2:00 p.m. at the CORE Educational Cooperative in Platte, SD

Adjourn

Motion Wessington Springs, seconded by Corsica-Stickney to adjourn the meeting at 3:08 p.m. All members present voted aye. Motion carried.

President

Business Manager

CORE Educational Cooperative			
Report of Cash Transactions			
March 31, 2018			
		2/28/2018	As of 3/31/18
Fund Totals:			
CORE Educational Cooperative:		\$ 229,235.42	\$ 254,696.27
DIAL Grant Writer:		\$ -	\$ -
DIAL Virtual School:		\$ 421,038.71	\$ 426,683.56
		\$ 650,274.13	\$ 681,379.83
Beginning Balance of First Fidelity Bank as of 3/01/2018:			\$ 450,274.13
Receipts:			
	Fund 10 (General Fund)		\$ -
	Fund 12 (Grant Writer)		\$ 3,961.08
	Fund 22 (Special Ed)		\$ 151,927.46
	Fund 53 (Virtual School)		\$ 18,439.86
	Total Receipts:		\$ 174,328.40
Expenditures:			
	Fund 10 (General Fund)		\$ 500.00
	Fund 12 (Grant Writer)		\$ -
	Fund 22 (Special Ed)		\$ 9,390.09
	Fund 53 (Virtual School)		\$ 3,824.34
	Total Expenditures:		\$ 13,714.43
Automatic Withdra	ACH Monthly Payment (Fund 22)		\$ 10.00
	Total Automatic Withdraw:		\$ 10.00
Payroll:			
	Fund 12 (Grant Writer)		\$ 3,961.08
	Fund 22 (Special Ed)		\$ 116,566.52
	Fund 53 (Virtual School)		\$ 8,970.67
	Total Payroll:		\$ 129,498.27
Ending Balance of First Fidelity Bank as of 03/31/2018			\$ 481,379.83
Beginning Balance of CD in Farmers State Bank - Parkston as of 3/1/2018 (Fund 53)			\$ 200,000.00
Interest:	Fund 53 (Virtual School)		\$ -
Ending Balance of CD in Farmers State Bank - Parkston as of 3/31/2018			\$ 200,000.00
Ending Balance as of 03/31/18			\$ 681,379.83