

**MINUTES OF THE REGULAR BOARD MEETING OF THE
CORE EDUCATIONAL COOPERATIVE
BOARD OF DIRECTORS
THURSDAY, MAY 10, 2018**

President H. Mosterd called the regular meeting of the Board of Directors of the Core Educational Cooperative to order at 2:04 p.m. on Thursday, May 10, 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), Tonya Aldrich (Wessington Springs) and Tara Hochhalter via Zoom (Wolsey-Wessington).

Members absent: Rodney Faulhaber (Plankinton), Jess Sondergroth (Platte-Geddes), and Jim Munsen (White Lake).

Superintendents: Andrea Powell (Armour), Sara Klein (Gregory), Pat Mikkonen (Mt. Vernon), Steve Randall (Plankinton), Joel Bailey (Platte-Geddes), and Lance Witte (Wessington Springs).

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

Additional Agenda Items

No additional agenda items were added.

Approve Agenda

Motion Gregory, seconded by Kimball approving the agenda. All members present voted aye. Motion carried.

Approve Minutes from April 12, 2018 meeting

Motion Kimball, seconded by Armour approving the minutes of the regular meeting held on April 12, 2018. All members present voted aye. Motion carried.

Public Forum

No action taken.

Approve Financial Reports

Motion Colome, seconded by Gregory approving the report of cash transactions, revenue summary report and expenditure reports dated April 30, 2018. All members present voted aye. Motion carried.

Approve May 2018 Bills

Motion Kimball seconded by Colome approving the following bills for payment:

Check #	Vendor Name	Account Number	Invoice Detail Description	Invoice Amount
333	BERGELEEN, LAURA	22 2159 000 340	SPEECH PHONE - JULY TO MAY	\$ 220.00
334	BROWN, CATRINA	22 2529 000 334	FISCAL TRAVEL	\$ 115.08
335	JOHNSON, VALERIE	22 2329 000 340	DIRECTOR PHONE- APRIL TO MAY	\$ 50.00
335	JOHNSON, VALERIE	22 2329 000 411	DIRECTOR SUPPLIES	\$ 9.04
336	LARSON, ROXANN	22 2159 000 334	SPEECH TRAVEL	\$ 72.66
336	LARSON, ROXANN	22 2159 000 340	SPEECH PHONE	\$ 20.00
337	MID-DAKOTA TECHNOLOGIES	22 2227 000 319	TECH SERVICES; INV #1999	\$ 910.00
338	SHUMAKE, PAIGE	22 2172 000 340	OT PHONE	\$ 20.00
339	THOMAS, RENEE	22 2765 000 411	BIRTH TO THREE SUPPLIES	\$ 46.97
340	THOMAS, TAYLA	22 2159 000 340	SPEECH PHONE - APRIL	\$ 20.00
651	BECK MOTORS, INC	10 2545 000 550	CAR PURCHASE - 2018 CHEVY MALIBU	\$ 17,429.00
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652	BREWER, LINDSEY	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$ 400.00
653	BURKE GAZETTE, THE	22 2319 000 350	BOARD ADVERTISING; INV #117388	\$ 172.97
654	CHRISTENSEN, LORI	53 2226 000 319 202	BLACKBOARD TEACHER PAYMENT	\$ 2,500.00
655	CHS FARMERS ALLIANCE	22 2549 000 321 003	OFFICE PROPANE	\$ 237.69
656	CITY OF PLATTE	22 2549 000 321 002	OFFICE WATER AND SEWER	\$ 76.34
657	CLARKE, JEAN	53 2226 000 319 202	BLACKBOARD TEACHER PAYMENT	\$ 2,750.00
658	CONVERSE, JODY	53 2226 000 319 202	BLACKBOARD TEACHER PAYMENT	\$ 4,500.00
659	FIRST BANK & TRUST	22 2329 000 411	DIRECTOR SUPPLIES-POSTAGE	\$ 7.25
659	FIRST BANK & TRUST	22 2329 000 640	DIRECTOR CONFERENCE FEES	\$ 175.00
659	FIRST BANK & TRUST	22 2149 000 411	PSYCH SUPPLIES	\$ 93.00
660	FOUBERG, JOHN	53 2226 000 319 202	BLACKBOARD TEACHER PAYMENT	\$ 1,500.00

660	FOUBERG, JOHN	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$ 400.00
661	FRANSEN ELECTRIC	22 2549 000 323	OFFICE LIGHT REPAIRS	\$ 943.50
662	FRANK, STEPHANIE	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$ 640.00
663	FREDENBERG, JARED	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$ 80.00
664	FRIDLEY, SARA	53 2226 000 319 202	BLACKBOARD TEACHER PAYMENT	\$ 1,750.00
665	GIBLIN, DEBRA	53 2226 000 319 202	BLACKBOARD TEACHER PAYMENT	\$ 500.00
666	GOLDEN WEST TECHNOLOGIES	10 2229 000 471	DIRECTOR AND FISCAL COMPUTER SUPPLIES	\$ 981.75
667	GROPPER, CLAYTON	53 2226 000 319 202	BLACKBOARD TEACHER PAYMENT	\$ 2,250.00
668	HALVORSON, LAURA	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$ 320.00
669	HOHBACH, ELLEN	53 2226 000 319 202	BLACKBOARD TEACHER PAYMENT	\$ 2,000.00
670	HOHN, SARAH	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$ 80.00
671	IMPACT APPLICATIONS, INC	22 2319 000 411	CONCUSSION TEST FOR 18-19; PACKAGE #4	\$ 1,300.00
672	KELEHER, LORI	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$ 320.00
673	KREULEN, NANCY	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$ 320.00
674	LARSON, ERIN	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$ 240.00
675	LAWLER AUTOMOTIVE INC	22 2149 000 413	PSYCH OIL CHANGE - JAYNE #5	\$ 28.33
676	MERKEL, BRENDA	53 2226 000 319 202	BLACKBOARD TEACHER PAYMENT	\$ 1,330.00
677	MID CENTRAL EDUCATIONAL COOP	10 2535 000 520	OFFICE LEASE PAYMENT - JUNE 2018	\$ 500.00
678	MIDSTATE COMMUNICATIONS	22 2529 000 340	TELEPHONE SERVICES	\$ 335.22
679	MITTELSTEDT, RODNEY	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$ 160.00
680	MOHLING, CHARLOTTE	53 2226 000 319 202	BLACKBOARD TEACHER PAYMENT	\$ 4,250.00
681	MOODY, TRACY	53 2226 000 319 202	BLACKBOARD TEACHER PAYMENT	\$ 2,000.00
682	MOZE F. SANITATION	22 2549 000 323	OFFICE GARBAGE PICKUP	\$ 54.00
683	NAGEL, CINDY	53 2226 000 319 202	BLACKBOARD TEACHER PAYMENT	\$ 250.00
684	NELSON'S MACHINE AND WELDING	22 2159 000 413	SPEECH OIL CHANGE - TANIA #16	\$ 36.95
685	NICOLAUS, JANET	53 2226 000 319 202	BLACKBOARD TEACHER PAYMENT	\$ 750.00
686	NORTHWESTERN ENERGY	22 2549 000 321 001	OFFICE ELECTRICITY	\$ 349.00
687	NOVOTNY, KRISTINA	53 2226 000 319 202	BLACKBOARD TEACHER PAYMENT	\$ 2,750.00
687	NOVOTNY, KRISTINA	53 2226 000 319 202	BLACKBOARD TEACHER PAYMENT	\$ 250.00
688	OLSON, MARDA	53 2226 000 319 202	BLACKBOARD TEACHER PAYMENT	\$ 1,500.00
689	PLATTE FOOD CENTER	22 2319 000 411	BOARD SUPPLIES	\$ 31.53
690	PUNT, KANDY	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$ 560.00
691	QUILL CORPORATION	22 2159 000 411	SPEECH SUPPLIES	\$ 385.97
692	RAAK, CATHERINE	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$ 560.00
693	REULAND, DAVID	53 2226 000 319 202	BLACKBOARD TEACHER PAYMENT	\$ 1,500.00
694	RIDER, DIANNE	53 2226 000 319 202	BLACKBOARD TEACHER PAYMENT	\$ 4,750.00
695	RUSSELL-MANKE, ANNIKA	53 2226 000 319 202	BLACKBOARD TEACHER PAYMENT	\$ 1,750.00
696	S&H HEATING AND COOLING INC	22 2549 000 323	OFFICE HEATER REPAIR; INV #1291	\$ 30.00
697	SDASBO	22 2529 000 640	FISCAL WORKSHOP DUES	\$ 50.00
698	SELECT SERVICE CENTER	22 2159 000 413	SPEECH OIL CHANGE - NATALIE #4	\$ 48.27
699	SEVERSON'S SERVICE	22 2149 000 413	PSYCH OIL CHANGE - ERIN #1	\$ 34.11
700	SIEGFRIED, JOSHUA	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$ 80.00
701	SOMBKE, LORI	53 2226 000 319 202	BLACKBOARD TEACHER PAYMENT	\$ 3,000.00
702	THOMPSON, JULIE	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$ 240.00
703	TOM'S AUTO SERVICE	22 2124 000 413	ED EVAL OIL CHANGE - RENEE #6	\$ 47.47
703	TOM'S AUTO SERVICE	22 2159 000 413	SPEECH FUEL - TANIA #16	\$ 31.92
703	TOM'S AUTO SERVICE	22 2171 000 413	PT OIL CHANGE - KELLIE #14	\$ 56.77
704	TONAK, LORI	53 2226 000 319 202	BLACKBOARD TEACHER PAYMENT	\$ 2,750.00
705	TSCHUMPER, MARIO	22 2549 000 323	OFFICE SNOW REMOVAL	\$ 100.00
706	US BANK VOYAGER FLEET SYSTEMS	22 2329 000 413	DIRECTOR FUEL CHARGES	\$ 139.19
706	US BANK VOYAGER FLEET SYSTEMS	22 2149 000 413	PSYCH FUEL CHARGES	\$ 251.72
706	US BANK VOYAGER FLEET SYSTEMS	22 2159 000 413	SPEECH FUEL CHARGES	\$ 891.95
706	US BANK VOYAGER FLEET	22 2171 000 413	PT FUEL CHARGES	\$ 252.12

SYSTEMS					
706	US BANK VOYAGER FLEET SYSTEMS	22 2172 000 413	OT FUEL CHARGES	\$	315.22
706	US BANK VOYAGER FLEET SYSTEMS	22 2124 000 413	ED EVAL FUEL CHARGES	\$	100.70
706	US BANK VOYAGER FLEET SYSTEMS	22 2124 000 334	BIRTH TO THREE FUEL CHARGES	\$	52.70
707	VERIZON WIRELESS	53 2226 000 340	VS PHONE	\$	54.24
707	VERIZON WIRELESS	22 2529 000 340	FISCAL PHONE	\$	40.01
707	VERIZON WIRELESS	22 2171 000 340	PT PHONE	\$	40.01
708	WITT, KATE	53 2226 000 319 202	BLACKBOARD TEACHER PAYMENT	\$	4,000.00
708	WITT, KATE	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	80.00
Report Total:				\$	97,646.65

Fund Totals:	
Fund 10	\$ 36,339.75
Fund 12	\$ -
Fund 22	\$ 8,192.66
Fund 53	\$ 53,114.24
Report Total:	\$97,646.65

All members present voted aye. Motion carried.

Approve Payment for Part Time Contracts

Motion Armour, seconded by Mt. Vernon to pay the following part time contracts:

PAYROLL ITEMS THAT NEED APPROVAL BY THE GOVERNING BOARD		
May 10, 2018		
EMPLOYEE NAME	SERVICES	AMOUNT
Janet Maeschen	Part Time Testing Services and Travel - April 2018	\$611.91
Cheryl Pruett	OTA Services and Travel - April 2018	\$583.04
TOTAL TO BE APPROVED FOR MAY 20, 2018 PAYROLL		\$1,194.95

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.

Discussion on Amending Internal Review Policy

Motion Colome, seconded by Kimball to approve having Chad Clites come in before every board meeting to review and sign off on monthly financial statements. All members present voted aye. Motion carried.

Meeting Dates for June and July

Motion Wessington Springs, seconded by Corsica-Stickney to change the June 2018 board meeting to June 14, 2018 at 2:00 p.m. and the July 2018 meeting to July 19, 2018 at 2:00 p.m. All members present voted aye. Motion carried.

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

Motion Colome, seconded by Wessington Springs to enter into executive session at 2:22 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 2:24 p.m.

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

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

EMP2019-022	Casey Bailey	Virtual School Director	\$56,648.00
EMP2019-023	Karen Peters	Administrative Assistant	\$36,244.77
EMP2019-024	Sherri Becker	Grant Writer of DIAL Corporation	\$41,824.00
VS2018-039	Jody Converse	Develop American Sign Language II Course	\$0.00
VS2018-041	Emily Anderson	Nutrition and Wellness	\$250.00 per course
Dave Lehr	Technology Services	0-5 hours \$75.00 per hour; 6-10 hours \$65.00 per hour; 11-20 hours \$60.00 per hour; over 20 hours \$55.00 per hour; Travel Time \$25.00 per hour	

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 Huron Speech Contract

Motion Kimball, seconded by Corsica-Stickney to approve contract #CORE2019-002 with the Huron School District for Speech Language services at the rate of \$400 per day and \$0.42 per mile. All members present voted aye. Motion carried.

Reading Disability Workgroup

Motion Wessington Springs, seconded by Mt. Vernon to approve paying CORE School Psychologists \$250.00 per day if over contract days to be part of the Reading Disability Workgroup. All members present voted aye. Motion carried.

Director's Report

No action taken.

Next Meeting:

June 14, 2018 at 2:00 p.m. at the CORE Educational Cooperative in Platte, SD

Adjourn

Motion Colome, seconded by Gregory to adjourn the meeting at 2:46 p.m. All members present voted aye. Motion carried.

President**Business Manager**

CORE Educational Cooperative			
Report of Cash Transactions			
April 30, 2018			
Fund Totals:		As of 3/31/18	As of 4/30/18
CORE Educational Cooperative:		\$ 254,696.27	\$ 270,565.73
DIAL Grant Writer:		\$ -	\$ -
DIAL Virtual School:		\$ 426,683.56	\$ 427,362.92
		\$ 681,379.83	\$ 697,928.65
Beginning Balance of First Fidelity Bank as of 4/01/2018:			\$ 481,379.83
Receipts:			
	Fund 10 (General Fund)		\$ -
	Fund 12 (Grant Writer)		\$ 3,961.08
	Fund 22 (Special Ed)		\$ 136,574.58
	Fund 53 (Virtual School)		\$ 14,319.79
	Total Receipts:		\$ 154,855.45
Expenditures:			
	Fund 10 (General Fund)		\$ 500.00
	Fund 12 (Grant Writer)		\$ -
	Fund 22 (Special Ed)		\$ 7,511.94
	Fund 53 (Virtual School)		\$ 4,669.76
	Total Expenditures:		\$ 12,681.70
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)		\$ 112,683.18
	Fund 53 (Virtual School)		\$ 8,970.67
	Total Payroll:		\$ 125,614.93
Ending Balance of First Fidelity Bank as of 4/30/2018			\$ 497,928.65
Beginning Balance of CD in Farmers State Bank - Parkston as of 4/1/2018 (Fund 53)			\$ 200,000.00
Interest:	Fund 53 (Virtual School)		\$ -
Ending Balance of CD in Farmers State Bank - Parkston as of 4/30/2018			\$ 200,000.00
Ending Balance as of 4/30/2018			\$ 697,928.65