

**MINUTES OF THE REGULAR BOARD MEETING OF THE
CORE EDUCATIONAL COOPERATIVE
BOARD OF DIRECTORS
THURSDAY, OCTOBER 5, 2017**

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, October 5, 2017, at CORE Educational Cooperative Office in Platte, SD.

Members present: Tina Westendorf (Armour), Holly Mosterd (Burke), Vince Thieman (Colome), Chad Clites (Corsica-Stickney), Karen Timanus (Gregory), Lisa Pazour (Kimball), Dale Larsch (Mt. Vernon), Casey Schmidt (Plankinton), Jess Sondgeroth (Platte-Geddes), and Tonya Aldrich (Wessington Springs).

Members absent: Jim Munson (White Lake) and Jim McGillvrey (Wolsey-Wessington)

Superintendents: Sara Klein (Gregory), Patrick Mikkonen via Zoom (Mt. Vernon), Steve Randall (Plankinton), Joel Bailey (Platte-Geddes), and Lance Witte (Wessington Springs).

Others present: Valerie Johnson (Director), Casey Bailey (Virtual School Director), Catrina Brown (Business Manager) and Randy Schoenfish (Schoenfish and Co.)

Additional Agenda Items

There were no items added to the agenda.

Approve Agenda

Motion Wessington Springs, seconded by Armour approving the agenda as printed. All members present voted aye. Motion carried.

Approve Minutes from September 7, 2017

Motion Mt. Vernon, seconded by Plankinton approving the minutes from the regular meeting held on September 7, 2017. All members present voted aye. Motion carried.

Report From Auditor

Randy Schoenfish from Schoenfish and Co. gave a report on the audit report that was completed for January 2017 to June 2017. No action taken.

Approve Financial Reports

Motion Corsica-Stickney, seconded by Gregory approving the report of cash transactions, revenue summary, and expenditure reports dated September 30, 2017. All members present voted aye. Motion carried.

Approve Bills

Motion Plankinton, seconded by Kimball approving the following bills for payment:

Check #	Vendor Name	Account Number	Invoice Detail Description	Invoice Amount
90	KAFKA, KRISTI	22 2149 000 340	PSYCH PHONE - JULY TO SEPT	\$ 60.00
90	KAFKA, KRISTI	22 2149 000 640	PSYCH CONFERENCE FEES	\$ 222.00
91	MID-DAKOTA TECHNOLOGIES	22 2227 000 319	TECH SERVICES; INV #1934	\$ 805.00
92	RUBENDALL, JAYNE	22 2149 000 340	PSYCH PHONE - AUGUST/SEPT	\$ 40.00
92	RUBENDALL, JAYNE	22 2149 000 640	PSYCH DUES - LIAB. INSURANCE	\$ 136.00
92	RUBENDALL, JAYNE	22 2149 000 640	PSYCH DUES - SDASP	\$ 45.00
93	SHUMAKE, PAIGE	22 2172 000 340	OT PHONE - SEPT	\$ 20.00
94	SIBBEL, ERIN	22 2149 000 640	PSYCH CONFERENCE FEES	\$ 51.00
95	THOMAS, TAYLA	22 2159 000 340	SPEECH PHONE-SEPT	\$ 20.00
286	ARMOUR CHRONICLE	22 2149 000 411	PSYCH SUPPLIES-SCREENINGS	\$ 24.00
286	ARMOUR CHRONICLE	22 2159 000 411	SPEECH SUPPLIES-SCREENINGS	\$ 24.00
287	BURKE GAZETTE, THE	22 2319 000 350	BOARD ADVERTISING; INV #17896	\$ 210.96
288	CITY OF PLATTE	22 2549 000 321 002	OFFICE WATER AND SEWER	\$ 71.24
289	CORSICA GLOBE	22 2149 000 411	PSYCH SUPPLIES-SCREENINGS	\$ 57.00
289	CORSICA GLOBE	22 2159 000 411	SPEECH SUPPLIES-SCREENINGS	\$ 57.00
290	DUTCH OVEN BAKERY	22 2149 000 411	PSYCH SUPPLIES	\$ 19.98
291	DYK, ROXANE	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$ 880.00
292	FIRST BANK & TRUST	53 2226 000 411 202	BLACKBOARD SUPPLIES	\$ 121.41
292	FIRST BANK & TRUST	53 2226 000 341	VIRTUAL SCHOOL POSTAGE	\$ 110.99
292	FIRST BANK & TRUST	53 2226 000 411	DIAL ANNUAL REPORTS	\$ 30.00
292	FIRST BANK & TRUST	22 2149 000 640	PSYCH VIRTUAL CONFERENCE FEE	\$ 549.00
292	FIRST BANK & TRUST	22 2149 000 411	PSYCH SUPPLIES-SCREENINGS	\$ 33.96

292	FIRST BANK & TRUST	22 2159 000 411	SPEECH SUPPLIES-SCREENINGS	\$ 33.97
293	HALVORSON, LAURA	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$ 240.00
294	HANSEN, ANDREA	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$ 80.00
295	HILLMAN'S GAS & GARAGE	22 2159 000 413	SPEECH FUEL-LAURA #17	\$ 86.95
295	HILLMAN'S GAS & GARAGE	22 2159 000 413	SPEECH FUEL-NICOLE #15	\$ 17.55
296	HOFFMAN GAS AND GRILL	22 2159 000 413	SPEECH FUEL - NATALIE #4	\$ 30.54
296	HOFFMAN GAS AND GRILL	22 2171 000 413	PT FUEL - KELLIE #14	\$ 29.32
297	HOHN, SARAH	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$ 720.00
298	KARY, RACHEL	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$ 160.00
299	KELEHER, LORI	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$ 1,440.00
300	KOUPAL, KAREN	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$ 2,320.00
301	KRUELEN, NANCY	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$ 240.00
302	LARSON, ERIN	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$ 80.00
303	LIBYTECH	53 2226 000 319	VIRTUAL SCHOOL WEBSITE	\$ 304.00
304	MCLEOD'S PRINTING & OFFICE SUPPLY	22 2529 000 411	FISCAL CHECKS' INV #16764	\$ 147.53
305	MID CENTRAL EDUCATIONAL COOP	10 2535 000 520	BUILDING LEASE-NOV 2017	\$ 500.00
306	MIDSTATE COMMUNICATIONS	22 2329 000 340	TELEPHONE SERVICES	\$ 337.71
307	MITTELSTEDT, RODNEY	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$ 1,120.00
308	MOTOR CLINIC	22 2329 000 413	DIRECTOR FUEL-VAL #3	\$ 33.00
309	MOZE F. SANITATION	22 2549 000 323	OFFICE GARBAGE PICKUP	\$ 54.00
310	MT. VERNON GAS AND OIL	22 2159 000 413	SPEECH FUEL-ROXANN #7	\$ 22.77
310	MT. VERNON GAS AND OIL	22 2172 000 413	OT FUEL-PAIGE #18	\$ 53.52
310	MT. VERNON GAS AND OIL	22 2149 000 413	PSYCH FUEL-JAYNE #5	\$ 148.43
310	MT. VERNON GAS AND OIL	22 2159 000 413	SPEECH FUEL - NICOLE #15	\$ 20.52
311	NORTHWESTERN ENEGERY	22 2549 000 321 001	OFFICE AND SHED ELECTRICITY	\$ 520.08
312	OFFICE PRODUCTS CENTER	22 2549 000 325	OFFICE COPIER LEASE	\$ 236.00
312	OFFICE PRODUCTS CENTER	22 2549 000 325	OFFICE COPIES	\$ 368.95
313	OVERWEG REPAIR	22 2159 000 413	SPEECH OIL CHANGE-TAYLA #8	\$ 50.01
314	PEARSON	22 2171 000 411	BOT2 EXAM BOOKLETS	\$ 102.00
314	PEARSON	22 2124 000 411	SCORING SUBSCRIPTION KTEA-III	\$ 80.00
314	PEARSON	22 2124 000 411	RESPONSE BOOKLET FORM A	\$ 216.50
314	PEARSON	22 2124 000 411	WE LEVEL 2	\$ 74.75
314	PEARSON	22 2124 000 411	WE LEVEL 4	\$ 74.75
314	PEARSON	22 2124 000 411	KTEA III FORM B	\$ 433.15
314	PEARSON	22 2149 000 411	WISC-V ONLINE SUBSCRIPTION	\$ 200.00
314	PEARSON	22 2149 000 411	VINELAND 3 PARENT SPANISH	\$ 89.00
314	PEARSON	22 2149 000 411	VINELAND 3 Q GLOBAL COMP REPORT	\$ 280.00
314	PEARSON	22 2124 000 411	WIAT III SCORING SUBSCRIPTION	\$ 80.00
314	PEARSON	22 2124 000 411	WIAT III RECORD FORM/RESPONSE BOOKLETS	\$ 140.60
314	PEARSON	22 2149 000 411	WPPSI-IV RECORD FORM 4-7	\$ 271.55
314	PEARSON	22 2149 000 411	WPPSI - IV COMPLETE KIT	\$ 1,379.85
314	PEARSON	22 2149 000 411	WPPSI-IV ONLINE SUBSCRIPTION	\$ 200.00
314	PEARSON	22 2149 000 411	WISC-V RESPONSE BOOKLET #1	\$ 427.50
315	PEARSON	22 2149 000 411	VINELAND 3 DIGITAL MANUAL	\$ 150.00
315	PEARSON	22 2149 000 411	VINELAND 3 PARENT CAREGIVER BOOKLET	\$ 89.00
315	PEARSON	22 2149 000 411	BASC 3 QGLOBAL ADMIN AND INTERP	\$ 448.50
315	PEARSON	22 2149 000 411	BASC 3 DIGITAL MANUAL	\$ 102.00
315	PEARSON	22 2149 000 411	BASC 3 PARENT RATING SCALE PRESCHOOL	\$ 41.00
315	PEARSON	22 2149 000 411	BASC 3 PARENT RATING SCALE 6-11	\$ 41.00
315	PEARSON	22 2149 000 411	PSYCH SUPPLIES-SHIPPING	\$ 88.76
315	PEARSON	22 2124 000 411	ED EVALUATOR SUPPLIES-SHIPPING	\$ 88.76
315	PEARSON	22 2171 000 411	PT SUPPLIES-SHIPPING	\$ 88.76
315	PEARSON	22 2149 000 411	BASC 3 PARENT RATING SCALE 12-21	\$ 41.00

315	PEARSON	22 2149 000 411	BASC 3 PARENT RATING SCALE PRESCHOOL SPA	\$ 39.00
315	PEARSON	22 2149 000 411	BASC 3 PARENT RATING SCALE 6-11 SPANISH	\$ 41.00
315	PEARSON	22 2149 000 411	BASC 3 PARENT RATING SCALE 12-21 SPANISH	\$ 39.00
315	PEARSON	22 2149 000 411	DIAL 4 RECORD FORMS & CUTTING CARDS	\$ 310.00
315	PEARSON	22 2149 000 411	WPPSI-IV BASIC COMPLETE KIT	\$ 1,239.45
316	PEARSON	22 2149 000 411	WISC-V RECORD FORMS	\$ 692.74
316	PEARSON	22 2124 000 411	KTEA-3 COMPREHENSIVE FORM A RECORD FORMS	\$ 303.10
316	PEARSON	22 2124 000 411	KTEA-3 WE LEVEL 2 BOOKLET FORM B	\$ 14.95
316	PEARSON	22 2124 000 411	KTEA-3 WE LEVEL 3 BOOKLET FORM B	\$ 29.90
316	PEARSON	22 2124 000 411	KTEA-3 WE LEVEL 4 BOOKLET FORM B	\$ 14.95
316	PEARSON	22 2124 000 411	ED EVALUATOR SUPPLIES	\$ 21.78
317	PLATTE ENTERPRISE, THE	22 2149 000 411	PSYCH ADVERTISING	\$ 70.00
317	PLATTE ENTERPRISE, THE	22 2159 000 411	SPEECH ADVERTISING	\$ 70.00
318	PLATTE FOOD CENTER	22 2319 000 411	BOARD MTG SUPPLIES	\$ 14.97
319	POSTMASTER	22 2529 000 341	FISCAL POSTAGE-STAMPS	\$ 266.30
320	PUNT, KANDY	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$ 2,320.00
321	QUILL CORPORATION	22 2149 000 411	PSYCH SCREENING SUPPLIES	\$ 22.89
321	QUILL CORPORATION	22 2159 000 411	SPEECH SCREENING SUPPLIES	\$ 22.89
321	QUILL CORPORATION	22 2172 000 411	OT SUPPLIES	\$ 153.99
321	QUILL CORPORATION	22 2549 000 411	OFFICE SUPPLIES	\$ 98.61
322	RAAK, CATHERINE	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$ 1,760.00
323	RENKLY, SHANNON	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$ 1,520.00
324	SCHNEIDER, MARY	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$ 640.00
325	SEVERSON'S SERVICE	22 2149 000 413	PSYCH FUEL - KRISTI #12	\$ 36.00
325	SEVERSON'S SERVICE	22 2149 000 413	PSYCH FUEL - ERIN #1	\$ 66.90
326	SIEGFRIED, JOSHUA	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$ 800.00
327	SMIT'S AUTO SERVICE	10 5141 000	OT CAR REPAIRS - CAR #2	\$ 5,479.56
328	STANDARD PUBLISHING	22 2159 000 411	SPEECH SUPPLIES	\$ 29.03
328	STANDARD PUBLISHING	22 2149 000 411	PSYCH SUPPLIES	\$ 29.03
329	THERAPEUTIC RESEARCH CENTER	53 2226 000 411 202	BLACKBOARD SUPPLIES-PHARM TECH	\$ 1,600.00
330	TOM'S AUTO SERVICE	22 2171 000 413	PT OIL CHANGE AND TIRES - CAR #14	\$ 540.65
331	US BANK VOYAGER FLEET SYSTEMS	22 2329 000 413	DIRECTOR FUEL CHARGES	\$ 366.03
331	US BANK VOYAGER FLEET SYSTEMS	22 2149 000 413	PSYCH FUEL CHARGES	\$ 166.61
331	US BANK VOYAGER FLEET SYSTEMS	22 2159 000 413	SPEECH FUEL CHARGES	\$ 1,355.11
331	US BANK VOYAGER FLEET SYSTEMS	22 2171 000 413	PT FUEL CHARGES	\$ 402.13
331	US BANK VOYAGER FLEET SYSTEMS	22 2172 000 413	OT FUEL CHARGES	\$ 498.45
331	US BANK VOYAGER FLEET SYSTEMS	22 2124 000 413	ED EVALUATOR FUEL CHARGES	\$ 189.53
332	VERIZON WIRELESS	22 2171 000 340	PT MIFI	\$ 47.75
332	VERIZON WIRELESS	22 2329 000 340	DIRECTOR MIFI	\$ 47.75
332	VERIZON WIRELESS	53 2226 000 340	VIRTUAL SCHOOL PHONE	\$ 92.87
333	WITT, KATE	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$ 800.00
334	WPS	22 2172 000 411	SPM/SPM-P COMBINATION PRINT KIT	\$ 322.50
334	WPS	22 2172 000 411	OT SUPPLIES-SHIPPING	\$ 32.25
Report Total:				\$ 40,819.49

All members present voted aye. Motion carried.

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

Motion Mt. Vernon, seconded by Colome to enter into executive session at 2:25 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 2:31 p.m.

Approve Contracts

Motion Platte-Geddes, seconded by Plankinton to approve the following contracts for the 2017-2018 Fiscal Year:

Sandy Ringling	Part Time Speech Therapy and Screening Support	\$25.00 per hour/\$0.42 per mile
Kellie Stukel	Addendum to 2017-2018 Employee Contract	\$77,400.00

All members present voted aye. Motion carried.

Approve Payment for Board and Part Time Contracts

Motion Gregory, seconded by Armour to pay the following board payments and part time contracts:

Sandy Ringling	Part Time Screening Employee and Travel	\$942.60
Janet Maeschen	Part Time Screening Employee and Travel	\$565.44
Pam Haukaas	Part Time Screening Employee and Travel	\$1190.00
Chad Clites	Board Payment and Travel	\$280.11
Dale Larsch	Board Payment and Travel	\$337.52
Holly Mosterd	Board Payment and Travel	\$368.52
Lisa Pazour	Board Payment and Travel	\$159.06
Casey Schmidt	Board Payment and Travel	\$191.66
Jess Sondgeroth	Board Payment and Travel	\$92.35
Vincent Thieman	Board Payment and Travel	\$264.19
Karen Timanus	Board Payment and Travel	\$62.85
Tina Westendorf	Board Payment and Travel	<u>\$208.34</u>

Total: \$3233.42

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.

CPI Booklets

Motion Colome, seconded by Kimball to purchase CPI booklets for the CPI training and bill school districts for those booklets. All members present voted aye. Motion carried.

0-3 Contract

Motion Colome, seconded by Wessington Springs to approve the contract from the State of South Dakota for providing a Birth to Three coordinator for Region 4. All members present voted aye. Motion carried.

Motion Gregory, seconded by Kimball to allow the Director Valerie Johnson to advertise for a Birth to Three Coordinator. All members present voted aye. Motion carried.

Auditor's Quotes for 2017-2018

Motion Gregory, seconded by Plankinton to approve the auditing quote from Schoenfish and Co. that is not to exceed \$7500.00 for the 2017-2018 audit. All members present voted aye. Motion carried.

Virtual School Report

No action taken.

Director's Report

No action taken.

Next Meeting:

November 9, 2017 at 2:00 p.m. at the CORE Educational Cooperative in Platte, SD

Adjourn

Motion Wessington Springs, seconded by Armour to adjourn the meeting at 3:05 p.m. All members present voted aye. Motion carried.

President

Business Manager

**CORE Educational Cooperative
Report of Cash Transactions
September 30, 2017**

Fund Totals:	As of 8/31/2017		As of 9/30/2017	
CORE Educational Cooperative:	\$	223,011.71	\$	188,589.28
DIAL Grant Writer:	\$	(8,210.89)	\$	(5,812.51)
DIAL Virtual School:	\$	236,123.52	\$	183,724.59
	\$	450,924.34	\$	366,501.36

Beginning Balance 09/01/2017: **\$ 450,924.34**

Receipts:

Fund 10 (General Fund)	\$	5,440.05
Fund 12 (Grant Writer)	\$	6,359.46
Fund 22 (Special Ed)	\$	125,243.90
Fund 53 (Virtual School)	\$	4,239.65
Total Receipts:	\$	141,283.06

Expenditures:

Fund 10 (General Fund)	\$	500.00
Fund 12 (Grant Writer)	\$	-
Fund 22 (Special Ed)	\$	52,164.89
Fund 53 (Virtual School)	\$	47,667.91
Total Expenditures:	\$	100,332.80

Payroll:

Fund 12 (Grant Writer)	\$	3,961.08
Fund 22 (Special Ed)	\$	112,441.49
Fund 53 (Virtual School)	\$	8,970.67
Total Payroll:	\$	125,373.24

Ending Balance 08/31/2017 **\$ 366,501.36**