

**MINUTES OF THE REGULAR BOARD MEETING OF THE  
CORE EDUCATIONAL COOPERATIVE  
BOARD OF DIRECTORS  
THURSDAY, SEPTEMBER 7, 2017**

President H. Mosterd called the regular meeting of the Board of Directors of the Core Educational Cooperative to order at 2:02 p.m. on Thursday, September 7, 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: Andrea Powell (Armour), Scott Muckey (Corsica-Stickney), Sara Klein (Gregory), Tim Mayclin (Kimball), Steve Randall (Plankinton), Joel Bailey (Platte-Geddes), and Lance Witte (Wessington Springs).

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

**Additional Agenda Items**

The following items were added to the printed agenda: Signature Stamps.

**Approve Agenda**

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

**Approve Minutes from August 3, 2017**

Motion Kimball, seconded by Mt. Vernon approving the minutes from the regular meeting held on August 3, 2017. All members present voted aye. Motion carried.

**Approve Financial Reports**

Motion Wessington Springs, seconded by Armour approving the report of cash transactions, revenue summary, and expenditure reports dated August 31, 2017. All members present voted aye. Motion carried.

**Approve Bills**

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

LARSON, ROXANN	SPEECH PHONE - AUGUST	\$ 20.00
TREZEVANT, SOBRINA	PSYCH DUES	\$ 10.00
TREZEVANT, SOBRINA	PSYCH TRAVEL	\$ 50.00
JOHNSON, VALERIE	DIRECTOR PHONE - JULY/AUGUST	\$ 50.00
JOHNSON, VALERIE	BOARD SUPPLIES	\$ 50.23
JOHNSON, VALERIE	WEBSITE FEE	\$ 84.00
MID-DAKOTA TECHNOLOGIES	TECH SERVICES; INV #1924	\$ 1,245.00
PALMER, NICOLE	SPEECH PHONE - JULY/AUGUST	\$ 40.00
RUBENDALL, JAYNE	PSYCH PHONE - JULY	\$ 20.00
RUBENDALL, JAYNE	PSYCH DUES - NCSP	\$ 210.00
SIBBEL, ERIN	PSYCH DUES	\$ 110.00
SIBBEL, ERIN	PSYCH FINGERPRINT FEE	\$ 20.00
THOMAS, TAYLA	SPEECH PHONE - AUGUST	\$ 20.00
WRIGHT, NATALIE	SPEECH TRAVEL - JULY	\$ 27.72
ARMOUR CHRONICLE	SCREENING ADVERTISING-PSYCH	\$ 24.00
ARMOUR CHRONICLE	SCREENING ADVERTISING-SPEECH	\$ 24.00
ASBSD	DIRECTOR CONFERENCE FEE; INV #24200	\$ 185.00
ASBSD	FISCAL CONFERENCE FEE; INV #24200	\$ 185.00
BREWER, LINDSEY	EDGE TEACHER PAYMENT	\$ 240.00
BURKE GAZETTE, THE	BOARD ADVERTISING; INV #116644	\$ 279.90
CENGAGE LEARNING	CENTURY 21 ACCOUNTING JOURNAL	\$ 174.00
CENGAGE LEARNING	RIO SANCHEZ, DISC JOCKEY MANUAL	\$ 90.00
CENGAGE LEARNING	BLACKBOARD SUPPLIES; INV #6118712	\$ 26.40

CENGAGE LEARNING	ONLINE WORKING PAPERS ACCESS CODES	\$ 42.75
CENGAGE LEARNING	BLACKBOARD SUPPLIES; INV #60980710	\$ 4.28
CITY OF PLATTE	OFFICE WATER AND SEWER	\$ 69.38
CONNECT PRINT & PROMOTIONS LLC	DIRECTOR SUPPLIES-LANYARDS; INV #60280	\$ 205.50
CUTLER, MARSHA	EDGE TEACHER PAYMENT	\$ 160.00
DAWN SIGN PRESS	SIGNING NATURALLY STUDENT WKBOOK	\$ 339.80
DAWN SIGN PRESS	BLACKBOARD SUPPLIES	\$ 17.57
DYK, ROXANE	EDGE TEACHER PAYMENT	\$ 480.00
EDGENUITY INC	EDGENUITY LICENSES; INV #107749	\$ 36,000.00
ESTR PUBLICATIONS	ESTR FORM J REVISED TEACHER LEAVENDAR	\$ 80.00
ESTR PUBLICATIONS	ESTR FORM J REVISED PARENT GREY	\$ 80.00
ESTR PUBLICATIONS	ESTR S	\$ 40.00
ESTR PUBLICATIONS	ESTR-III P CREME	\$ 20.00
ESTR PUBLICATIONS	ESTR-III PINK	\$ 20.00
ESTR PUBLICATIONS	PSYCH SUPPLIES; INV #19546INV	\$ 16.00
FIRST BANK & TRUST	VS WEBSITE FEE	\$ 84.00
FIRST BANK & TRUST	OT SUPPLIES	\$ 31.49
FIRST BANK & TRUST	FISCAL ENVELOPES	\$ 280.30
FIRST BANK & TRUST	VS POSTAGE	\$ 131.97
FIRST BANK & TRUST	VS SUPPLIES	\$ 74.69
FORREST T JONES & COMPANY	PSYCH DUES - KAFKA	\$ 136.00
FOUBERG, JOHN	EDGE TEACHER PAYMENT	\$ 560.00
FREDENBERG, JARED	EDGE TEACHER PAYMENT	\$ 160.00
FRIDLEY, SARA	BLACKBOARD SUPPORT PAYMENT	\$ 120.09
FRIDLEY, SARA	EDGENUITY TEACHER PAYMENT	\$ 240.00
HANSEN, ANDREA	EDGE TEACHER PAYMENT	\$ 400.00
HEALTHCARE PROVIDERS SERVICE ORG.	PT DUES - K. STUKEL	\$ 185.00
HILLMAN'S GAS & GARAGE	SPEECH FUEL - LAURA #	\$ 51.99
HOHN, SARAH	EDGE TEACHER PAYMENT	\$ 480.00
HONERMAN, SARAH	EDGE TEACHER PAYMENT	\$ 160.00
HOUGHTON MIFFLIN HARCOURT	BDI-II RECORD FORMS	\$ 342.80
HOUGHTON MIFFLIN HARCOURT	BDI-II WORKBOOK	\$ 342.80
HOUGHTON MIFFLIN HARCOURT	BDI2 RATTLE	\$ 14.60
HOUGHTON MIFFLIN HARCOURT	BDI2 BOTTLE W/CAP	\$ 29.00
HOUGHTON MIFFLIN HARCOURT	BDI2 PADLOCK AND KEY	\$ 43.60
HOUGHTON MIFFLIN HARCOURT	BDI2 TELEPHONE	\$ 29.80
HOUGHTON MIFFLIN HARCOURT	BDI2 COLOR CHIPS	\$ 16.15
HOUGHTON MIFFLIN HARCOURT	BDI2 FLASHLIGHT	\$ 37.35
HOUGHTON MIFFLIN HARCOURT	RED 2D SHAPES	\$ 22.40
HOUGHTON MIFFLIN HARCOURT	YELLOW 2D SHAPES	\$ 23.00
HOUGHTON MIFFLIN HARCOURT	YELLOW BEADS	\$ 8.75
HOUGHTON MIFFLIN HARCOURT	PSYCH SUPPLIES; INV #953275859	\$ 91.05
HUB INTERNATIONAL MOUNTAIN STATE	DIRECTOR AND FISCAL BOND	\$ 300.00
JENSEN, MICHELLE	EDGE TEACHER PAYMENT	\$ 160.00
KARY, RACHEL	EDGE TEACHER PAYMENT	\$ 160.00
KOUPAL, KAREN	EDGE TEACHER PAYMENT	\$ 880.00
LARSON, ERIN	EDGE TEACHER PAYMENT	\$ 160.00
MID CENTRAL EDUCATIONAL COOP.	OFFICE LEASE PAYMENT - OCT. 2017	\$ 500.00
MIDSTATE COMMUNICATIONS	TELEPHONE SERVICES	\$ 338.14
MIDWEST SPECIAL INSTRUMENTS	SPEECH AUDIOMETERS CALIBRATION	\$ 535.00
MITTELSTEDT, RODNEY	EDGE TEACHER PAYMENT	\$ 800.00
MOTOR CLINIC	SPEECH FUEL - TAYLA #8	\$ 26.32
MULTI HEALTH SYSTEMS	ASRS TEACHER	\$ 60.00
MULTI HEALTH SYSTEMS	ASRS SHORT	\$ 60.00
MULTI HEALTH SYSTEMS	CONNER 3 TEACHER	\$ 130.00

MULTI HEALTH SYSTEMS	CONNER 3 SHORT	\$ 130.00
MULTI HEALTH SYSTEMS	MASC 2 SELF REPORT	\$ 55.00
MULTI HEALTH SYSTEMS	CONNERS EC	\$ 60.00
MULTI HEALTH SYSTEMS	CONNERS USB	\$ 321.00
MULTI HEALTH SYSTEMS	CONNERS PARENT SPANISH	\$ 65.00
MULTI HEALTH SYSTEMS	CONNERS EC PARENT SPANISH	\$ 60.00
MULTI HEALTH SYSTEMS	PSYCH SUPPLIES- INV #1927953	\$ 65.87
MY PLACE HOTEL - BROOKINGS SD	VIRTUAL SCHOOL TRAVEL	\$ 99.02
NORTHWESTERN ENEGERY	OFFICE ELECTRICITY	\$ 585.99
NORTHWESTERN ENEGERY	SHED ELECTRICITY	\$ 34.32
OFFICE PRODUCTS CENTER	OFFICE COPIER - INV #01KA1969	\$ 236.00
OFFICE PRODUCTS CENTER	OFFICE COPIES - INV #01KA2969	\$ 62.87
PEARSON	CELF-5 COMPLETE KIT WITH CASE	\$ 2,163.00
PEARSON	CELF-5 RECORD FORMS 5-8	\$ 238.50
PEARSON	CASL-2 KIT	\$ 559.00
PEARSON	PLS-5 RECORD FORMS (50)	\$ 172.00
PEARSON	GFTA-2 RECORD FORMS	\$ 50.50
PEARSON	PPVT-4 RECORD FORMS B	\$ 51.00
PEARSON	GFTA-3 COMPLETE KIT	\$ 308.00
PEARSON	SPEECH SUPPLIES - INV #11286739	\$ 141.68
PEARSON HIGHER EDUCATION	MY MEDICAL TERMINOLOGY LAB WITH TEXT	\$ 2,835.00
PEARSON HIGHER EDUCATION	BLACKBOARD SUPPLIES	\$ 56.70
PHILADELPHIA INSURANCE	BOARD PROPERTY AND CAR LIAB. INSURANCE	\$ 26,205.00
PHILADELPHIA INSURANCE	BOARD PROPERTY AND CAR LIAB. INSURANCE	\$ 6,595.00
PLATTE FOOD CENTER	BLACKBOARD SUPPLIES	\$ 2.00
PLATTE FOOD CENTER	PSYCH SUPPLIES	\$ 33.86
PLATTE FOOD CENTER	OFFICE SUPPLIES	\$ 11.09
PUNT, KANDY	EDGE TEACHER PAYMENT	\$ 80.00
QUILL CORPORATION	PSYCH SUPPLIES	\$ 48.98
QUILL CORPORATION	SPEECH SUPPLIES	\$ 71.99
QUILL CORPORATION	SPEECH SUPPLIES	\$ 76.99
QUILL CORPORATION	SPEECH SUPPLIES	\$ 418.95
QUILL CORPORATION	SCREENING SUPPLIES	\$ 23.49
QUILL CORPORATION	SCREENING SUPPLIES	\$ 23.50
QUILL CORPORATION	PSYCH SUPPLIES	\$ 40.98
QUILL CORPORATION	SPEECH SUPPLIES	\$ 76.67
RAAK, CATHERINE	EDGE TEACHER PAYMENT	\$ 1,840.00
RAMADA HOTEL & SUITES	DIRECTOR TRAVEL - INV #188925	\$ 209.90
RAMADA HOTEL & SUITES	FISCAL TRAVEL - INV #188926	\$ 209.90
REHAB MART	RED MULTI TASK DRESSING VEST	\$ 54.58
REHAB MART	OT SUPPLIES - INV #20581	\$ 9.00
ROG'S AUTO INC.	PSYCH OIL CHANGE - KRISTI #12	\$ 41.30
SCHOENFISH & CO, INC	AUDIT SERVICES 2016-2017	\$ 5,000.00
SEVERSON'S SERVICE	FISCAL FUEL - CAR #19	\$ 34.00
SEVERSON'S SERVICE	SPEECH OIL CHANGE - BOYDEN #10	\$ 34.21
SEVERSON'S SERVICE	PSYCH CAR SUPPLIES - TREZEVANT #9	\$ 12.50
SEVERSON'S SERVICE	PSYCH FUEL - TREZEVANT #9	\$ 28.60
SEVERSON'S SERVICE	OT FUEL - PAIGE #18	\$ 28.00
SEVERSON'S SERVICE	OT FUEL AND OIL CHANGE - SONA #2	\$ 153.28
SEVERSON'S SERVICE	PSYCH FUEL - ERIN #1	\$ 38.40
SEVERSON'S SERVICE	SPEECH FUEL - BOYDEN #10	\$ 37.00
SIEGFRIED, JOSHUA	EDGE TEACHER PAYMENT	\$ 560.00
SIGNS 4 U	OFFICE DOOR DECAL	\$ 70.00
SUPER DUPER INC	ARTIC PHOTOS SET 1 COMBO	\$ 149.99
SUPER DUPER INC	ARTIC PHOTOS SET 2 COMBO	\$ 119.98

SUPER DUPER INC	ANYTIME GO TOGETHERS	\$ 34.95
TOM'S AUTO SERVICE	PT FUEL - KELLIE #14	\$ 25.38
TOM'S AUTO SERVICE	PT OIL CHANGE AND FUEL - KELLIE #14	\$ 110.79
TOM'S AUTO SERVICE	SPEECH FUEL - TANIA #16	\$ 22.68
VERIZON WIRELESS	VIRTUAL SCHOOL PHONE	\$ 49.64
WPS	SRS 2 PROFILE SHEET SCHOOL AGE	\$ 52.50
WPS	ADOS2 MODULE 2 PROTOCOL	\$ 53.50
WPS	ADOS2 MODULE 3 PROTOCOL	\$ 53.50
WPS	ABAS-3 TEACHER	\$ 150.00
WPS	ABAS-3 PARENT	\$ 75.00
WPS	PSYCH SUPPLIES - INV #WPS-175799	\$ 38.45
	<b>Total:</b>	<b>\$ 100,322.80</b>

All members present voted aye. Motion carried.

**Approve Payroll for Extended Contracts**

Motion Gregory, seconded by Armour to approve the following payroll for extended contracts:

Laura Bergeleen	Speech Therapy ESY Services	\$212.94
Sona Kott	Occupational Therapy ESY Services	\$789.31
Paige Shumake	Occupational Therapy ESY Services	\$175.00
Tayla Thomas	Speech Therapy Assistant ESY Services	\$82.00
Tania Witt	Speech Therapy ESY Services	\$89.30
Natalie Wright	Speech Therapy ESY Services	\$936.00
Kathy Holter	Business Manager Services – July	<u>\$681.00</u>
	<b>Total:</b>	<b>\$2965.55</b>

All members present voted aye. Motion carried.

**Resolution to Approve Final Budget of 2017-2018**

Motion Wessington Springs, seconded by Kimball to approve the final budget for 2017-2018 year. This will be the budget in accordance with SDCL 13-11-2 for fiscal year beginning July 1, 2017 through June 30, 2018.

Roll call vote was held with the following members voting aye: Armour, Burke, Colome, Corsica-Stickney, Gregory, Kimball, Mt. Vernon, Plankinton, Platte-Geddes, and Wessington Springs. Motion carried.

**Executive Session**

Motion Plankinton, seconded by Colome to enter into executive session at 2:15 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 2:18 p.m.

**Approve Contracts**

Motion Platte-Geddes, seconded by Corsica-Stickney approving the following contracts for the 2017-2018

Fiscal Year:

VS2018-001	Annika Russell	Blackboard Teacher	\$250 per student
VS2018-028	Tina Novotny	Blackboard Teacher	\$250 per student
VS2018-033	Jody Converse	Blackboard Teacher	\$250 per student
VS2018-035	Marda Olson	Blackboard Teacher	\$250 per student

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.

**Auditor's Quotes for 2017-2018**

The following bid for the 2017-2018 audit was received:

Schoenfish and Co, Inc \$55.00 per hour not to exceed \$7500

Item was tabled until next meeting.

**Copier Quotes**

The following quotes were received for a multifunction copy machine:

Williams Office Equipment	Option #1 Brand New Lanier MPC4504EX	\$10,500.00
Williams Office Equipment	Option #2 Off-Lease Ricoh MPC5502	\$6,400.00
Office Products Center	Ricoh MPC4501	\$10,678.00

Motion Wessington Springs, seconded by Plankinton to accept the quote from Williams Office Equipment for Option #2. All members present voted aye. Motion carried.

Motion Gregory, seconded by Kimball to pay the \$3000.00 down payment for the copier as soon as the copier is delivered. All members present voted aye. Motion carried.

**Workshop Approval**

Motion Plankinton, seconded by Gregory to approve the virtual training for Reading, Learning, and Literacy on November 8-11, 2017 at the cost of \$649.00. All members present voted aye. Motion carried.

**Signature Stamps**

No action taken.

**Director's Report**

No action taken.

**Virtual School Report**

No action taken.

**Next Meeting:**

October 5, 2017 at 2:00 p.m. at the CORE Educational Cooperative in Platte, SD

**Adjourn**

Motion Mt. Vernon seconded by Wessington Springs to adjourn the meeting at 3:00 p.m. All members present voted aye. Motion carried.

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**President**

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**Business Manager**

**CORE Educational Cooperative  
Report of Cash Transactions  
August 31, 2017**

**Beginning Balance 08/01/2017:** \$ 451,269.28

**Receipts:**

Fund 10 (General Fund)	\$ 17,289.37
Fund 12 (Grant Writer)	\$ -
Fund 22 (Special Ed)	\$ 129,917.26
Fund 53 (Virtual School)	\$ 6,009.55
<b>Total Receipts:</b>	<b>\$ 153,216.18</b>

**Expenditures:**

Fund 10 (General Fund)	\$ 4,674.20
Fund 12 (Grant Writer)	\$ 288.73
Fund 22 (Special Ed)	\$ 13,403.17
Fund 53 (Virtual School)	\$ 8,735.43
<b>Total Expenditures:</b>	<b>\$ 27,101.53</b>

**Payroll:**

Fund 12 (Grant Writer)	\$ 3,961.08
Fund 22 (Special Ed)	\$ 113,527.84
Fund 53 (Virtual School)	\$ 8,970.67
<b>Total Payroll:</b>	<b>\$ 126,459.59</b>

**Ending Balance 08/31/2017** \$ 450,924.34

CORE Educational Cooperative:	\$ 223,011.71
DIAL Grant Writer:	\$ (8,210.89)
DIAL Virtual School:	\$ 236,123.52
	<b>\$ 450,924.34</b>