

UNOFFICIAL PROCEEDINGS OF
NORTH CENTRAL SPECIAL EDUCATION COOPERATIVE
GOVERNANCE BOARD

REGULAR MEETING

July 15, 2024

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Rix called the meeting to order at 7:05 p.m. The meeting was held in via Zoom, Present:, Grant Rix-Groton Area, Leah Haaland – Warner, Sarah Lambert-Doland, Megan Clemensen – Northwestern Area, Toni Bukaske–Edmunds Central, and Krissa Sampson – Langford Area. Absent: Jeremy Bottum – Hitchcock-Tulare, Eric Sumption-Fredrick, and Samantha Kallas – Leola. Others present were Director Becky Erickson, and Business Manager Becky Hubsch.

Moved by Bukaske, second Sampson to approve the agenda as amended with the addition of approving the resignation of Lora Gibbs effective August 1, 2024, approving updates to the administrative assistant job description, and designating Aberdeen Insider as the official newspaper. Motion carried.

Pursuant to SDCL 23-3, no potential conflict disclosure was reported.

Members of the public are allowed five minutes to address the board on any topic of their choice. With no public members present to speak, the board proceeded with their remaining agenda items.

Hubsch presented a list of 2024-25 salaries to be published along with bills and financial statements from May and June 2024 as follows:

Treasure’s report balance May 1, 2024 33-7,891.85; Receipts-117.05; Expenditures-84,066.27; Balance May 31, 2024 -253,942.63 NON-COOP SERVICES: Net Salary 311.70; Benefits: 243.25; Johnson, Paula-mileage 54.94; Perrion, Annie-mileage 61.64, Diane Reyelts-mileage 75.04 OTHER SPECIAL REVENUE (COOP): Net Salary 37,338.81, Benefits 35,143.89; Aberdeen American News-publication 75.47; Beck, Tammi-expenses 581.98; Century Business copies, 45.12, EMC Insurance-insurance 5.00, Erickson, Becky-expenses 385.67, Gibbs, Lora expenses, 50.00; Goethel, Cathy expenses 1,278.11; Hempel, Mary expenses, 1,167.23 Johnson, Paula expenses, 380.98; Mastercard-charges 1,893.27, Neiger, Susan expenses, 277.80; NSU Finance Office rent 350.00, Perrion-Annie-expenses 643.29; Quill Corporation- toner 577.95; Rasmussen, Lyndsay expenses, 1,832.20; Reyelts, Diane expenses 817.15, SDSLHA advertising 75.00; Waltman, Diane expenses, 744.61.

Treasure’s report balance June 1, 2024-253,942.63 Receipts-382,316.08; Expenditures- 187,903.85; Balance June 30, 2024-449,724.32. JUNE NON-COOP SERVICES: Net Salary-1,225.46; Benefits: 508.46; Brown, Taylor summer transition help 125.00; Edmund Central School District mileage 101.49; Erickson, Becky summer transition expenses 700.00; Frederick Area School District mileage 127.50; Gibbs, Lora summer transition help 85.68; Guthmiller, Carly summer transition help40.80; Hempel, Mary mileage 80.40; Hitchcock-Tulare School District-Mileage 123.93; Hunter, Melissa summer transition help 250.00; Kosters, Christine summer transition help 250.00; Mastercard summer transition supplies 227.64; McNeil Sara summer transition help 250.00; Northwestern Area School District mileage 23.46; Robinson, Angela summer transition help 125.00; Schmitt Michelle summer transition help 125.00; Warner School District mileage 22.44; Wright Nikki summer transition help 102.00. OTHER SPECIAL REVENUE (COOP): Net Salary

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111,192.87; Benefits 56,978.74; Aberdeen American News publication 148.55; Beck, Tammi expenses 210.80; Churchill, Manolis, Freeman-legal fees 1,814.45; Erickson, Becky-expenses 50.00; Gibbs, Lora expenses 300.00; Goethel, Cathy expenses 478.80; Hempel, Mary expenses 225.54; Johnson, Paula expenses 385.00; Mastercard charges 630.04; Neiger, Susan expenses 108.29; NSU Finance Office phone rent 435.82; Perrion, Annie expenses 150.50; Rasmussen, Lyndsay expenses 481.48; Reyelts, Diane expenses 50.00; Waltman, Diane expenses 166.58.

Hubsch gave the business manager report and went through financial statements and FY 25 budget. Erickson reported on year-end caseload and evaluation summaries, IDEA funds and application, staff hiring, summer initiative transition camp, Safety Care training, Totem/ASPEN training, comprehensive plans, summer and fall dates for NCSEC fall in-service, preschool and hearing screenings, proposed governing board meeting dates, fall IEP training, 24-25 screening draft schedule and reevaluations.

Moved by Sampson, second Bukaske to approve the following consent agenda items; minutes of May 6, 2024 Governance Board meeting, June 2024 bills and financials, and publish staff salaries for 2024-25 as follows: Tammi Beck \$40,500; Becky Erickson \$85,000; Cathy Goethel \$34,416.23, Paula Johnson \$68,548.22; Susan Neiger \$38,700; Annie Perrion \$39,660; Lyndsay Rasmussen \$61,527.44; Diane Reyelts \$71,500; Diane Waltman \$65,000 and Becky Hubsch \$13,000, Expetec for technology services, the resignation of Lora Gibbs effective August 1, 2024, and updates to Administrative Assistant job description. Motion carried.

Moved by Bukaske, second Haaland to adjourn at 7:35 pm. Motion carried.

Acting as chairman pro tem, Hubsch called the first meeting of the 2024-26 North Central Special Ed Coop Governance Board to order at 7:36 p.m. and opened the floor for nominations for 2024-25 Board President. Moved by Sampson, second Bukaske to nominate Rix, cease nominations and declare a unanimous ballot. Motion carried.

Rix took nominations for Board Vice-President. Moved by Bukaske, second by Lambert to nominate Bottum, cease nominations and declare a unanimous ballot. Motion carried.

Rix appointed Business Manager Hubsch as record keeper.

Pursuant to SDCL 23-3 Rix read a potential conflict disclosure from Hubsch, who serves as the Business Manager for the North Central Special Ed Coop while under contract as the Business Manager for the Groton Area School District. A copy of the potential conflict is on file in the business office. Moved by Bukaske, second Sampson to determine that the matter underlying the conflict is fair, reasonable, and not contrary to public interest. Motion carried.

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The Governing Board appointed Sampson and Clemensen as Governing Board Negotiators for the 24-25 school year.

Hubsch presented the NCSEC budget for 2024-25, including revenue, expenditures, and fund balance projections. The final budget will be approved in September at the Governing Board Meeting.

Moved by Clemensen second by Lambert to adopt NCSEC Handbook with changes for the 2024-2025 school year. Motion carried.

Moved by Sampson, second Bukaske to approve the following consent agenda items: Dacotah Bank official depository, Aberdeen Insider official newspaper, Rodney Freeman legal counsel/cooperative attorney, Erickson Director of Federal Programs, Hubsch Title IX Coordinator and agent for SD Retirement, continue existing funds, new accounts, investing and borrowing, authorize Hubsch the use of President's signature stamp, July 2024 bills, 2024-25 NCSEC Special Education Comprehensive Plan, NCSEC 2024-25 Handbook, NCSEC Advisory Board of Superintendents to make recommendations to the Governance Board concerning the employment of personnel, budgets, policy, and other concerns, approve bills for payment with final authorization at the next Governing Board meeting. Motion carried.

July bills as follows: JULY NON-COOP SERVICES: ASBSD worker's comp insurance, 31.45; JULY OTHER SPECIAL REVENUE (COOP): ASBSD worker's comp insurance, 3,113.55; EMC property/liability insurance, 12,898.00; QBS Midco safety care training 2,050.00; SASD-dues and Title IX training 300.00.

Future Governing Board meetings will be held at 7:00 p.m. on September 3, 2024, November 4, 2024, February 3, 2025, April 7, 2025, and May 5, 2025, at Graham Hall, 2nd floor. When necessary or appropriate, all dates will be considered for rescheduling to other dates, times, and places.

Moved by Haaland, second Clemensen to adjourn at 7:52 pm. Motion carried.

Becky Hubsch, Business Manager

Grant Rix, President

The addition of signatures to this page verifies these minutes as official.

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