

UNOFFICIAL PROCEEDINGS OF
NORTH CENTRAL SPECIAL EDUCATION COOPERATIVE
GOVERNANCE BOARD
REGULAR MEETING
September 2, 2025

Rix called the meeting to order at 7:00 p.m. The meeting was held in the NCSEC Conference Room, NSU-Graham Hall #212. Present: Megan Clemensen –Northwestern Area, Grant Rix-Groton Area, Toni Bukaske–Edmunds Central (Online), Jeremy Bottum – Hitchcock-Tulare, Richard Westphal – Leola, Shannon Knappe–Warner (7:15 pm). Absent: Eric Sumption-Fredrick, Sarah Lambert-Doland, and Krissa Sampson – Langford Area. Others present were Director Becky Erickson and Business Manager Becky Hubsch.

Moved by Rix, seconded by Bottum, to approve the agenda as amended with the addition to approve the work agreement for Monica Beck, School Psychologist Examiner for the 2025-2026 school year. 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 its remaining agenda items.

Hubsch presented bills and financial statements from July and August 2025 as follows:

NON-COOP RELATED SERVICES Treasure's Report balance July 1, 2025 25,614.06 Receipts 0.00 Expenditures 3,625.46 Balance July 30, 2025 21,988.60; Net Salary 233.57 Net Benefits 345.31; August 1, 2025 24,936.72 Receipts 3,222.22 Expenditures 131.82 Balance August 28, 2025 28,027.12; Net Salary 298.27 Net Benefits 374.92. July/August Bills ANDERSON, ALYSON SUMMER TRANSITION WORKER 378.80, BECK, HEATHER SUMMER TRANSITION WORKER 125.00, BINGER, AMANDA SUMMER TRANSITION WORKER 250.00, BROWN, TAYLOR SUMMER TRANSITION WORKER 125.00, EDMUNDS CENTRAL SCHOOL DISTRICT SUMMER TRANSITION CAMP MILEAGE 117.60, ELSÉN, JANET SUMMER TRANSITION WORKER/MILES 165.60, ERICKSON, BECKY SUMMER TRANSITION COORDINATOR 500.00, GOETHEL, CATHY EXPENSES 60.20, GROFT, ISAAC SUMMER TRANSITION WORKER 250.00, GUTHMILLER, CARLY SUMMER TRANSITION CAMP MILEAGE 28.00, HANSON, BRANDI SUMMER TRANSITION WORKER 125.00, HITCHCOCK-TULARE SCHOOL DIST SUMMER TRANSITION CAMP MILEAGE 256 179.20, MASTERCARD TRANSITION CAMP WALMART, TARGET, KESSLERS 489.55, NORTHWESTERN AREA SCHL DIST SUMMER TRANSITION CAMP MILEAGE 92 64.40, OSWALD, KELLY SUMMER TRANSITION WORKER/MILEAGE 306.00, PERRION, ANNIE EXPENSES 58.80, RASMUSSEN, LYNDSEY EXPENSES 84.00, ROBINSON, ANGELA SUMMER TRANSITION WORKER 125.00, SHULT, TRISHA SUMMER TRANSITION WORKER 125.00, WARNER SCHOOL DISTRICT 11-4 SUMMER TRANSITION MILEAGE 44 30.80.

OTHER SPECIAL REVENUE-COOP Treasure's Report balance July 1, 2025: 489,508.02 Receipts 0.00, Expenditures 44,475.03; Balance July 30, 2025: 445,032.99; Reserve Unemployment 12,000.00. Net Salary 46,087.00, Net Benefits 35,336.18; August 1, 2025, 393,402.17 Receipts 0.00, Expenditures 25,030.42; Balance August 28, 2025 368,371.75. Net Salary 43,411.76 Net Benefits 34,402.20 Reserved Unemployment 12,000. July/August Bills ASBSD FY 26 DUES 775.00, BECK, TAMMI EXPENSES 25 327.20, CENTURY BUSINESS PRODUCTS COPIES 29.90, EMC INSURANCE COMPANIES COMMERCIAL/LIABILITY INSURANCE RENEWAL 13,369.00, ERICKSON, BECKY EXPENSES 65.40, GOETHEL, CATHY EXPENSES 341.20, HABECK, ANGIE EXPENSES EXPENSES 65.40, HEALTH EQUITY HSA ADMIN FEE-12 MONTHS 27.00, HUBSCH, REBECCA EXPENSES 50.00, JOHNSON, PAULA EXPENSES 163.40, MASTERCARD WPS, PRO

UNOFFICIAL PROCEEDINGS OF
NORTH CENTRAL SPECIAL EDUCATION COOPERATIVE
GOVERNANCE BOARD
REGULAR MEETING
September 2, 2025

ED, AMAZON, SPEECH CORNER, AMAZONN, LAQUINTA INN, WALMART, STAFF TRAINING MEAL, RETIREMENT GIFT, OFFICE SUPPLIES, PRO ED SUPPLIES, 2,025.03, MCQUILLEN CREATIVE GROUP-ABERDEEN INSIDER PUBLICATION NOTICE OF HEARING YEARLY SUBSCRIPTION 286.05, NCS PEARSON, INC. TWEK 3 FORM, ADMIN AND STUDENT PLS 5 RECORD FORMS GFTA 2 PPVT E WISC V RESPONSE RECORD WAIS 5 4,166.97 NEIGER, SUSAN EXPENSES 115.10, NSU FINANCE OFFICE, RENT, POSTAGE, RENT 704.20, PERRION, ANNIE EXPENSES 123.50, RASMUSSEN, LYND SAY 210 MILES EXPENSES 550.50, SASD ERICKSON DUES 901.00, SCHUMACHER, NITA EXPENSES 256.00, SD DEPT OF EDUCATION ZOOM WORKPLACE SUBSCRIPTION 66.00, WALTMAN, DIANE EXPENSES 171.80

Hubsch gave the business manager a report and reviewed the financial statements and the FY26 budget. Erickson reported on IDEA 611 & 619 application approvals, Summer Initiative Grant, staffing/hiring, anticipated caseloads, updating documents on state and coop level, fall accountability reviews, website update, Infinite Campus updates, Summer recap, and upcoming trainings.

Moved by Westphal, seconded by Knuppe, to approve the final FY 26 Budget. Motion carried.

The board held its second reading of the NCSEC Federal Grants Manual. Motion by Rix, seconded by Westphal, to approve the NCSEC Federal Grants Manual. Motion carried.

Motion by Bottum, seconded by Knuppe, to approve the subcontractor agreement with Prairie Heights Healthcare for SLP services for the 2025-2026 school year. Motion carried.

Motion by Knuppe, seconded by Rix, to approve the work agreement with Monica Beck, School Psychologist Examiner for the 2025-2026 school year at \$60/hour. Motion carried.

Moved by Rix, seconded by Bottum, to approve the following consent agenda items: minutes of July 15, 2025, Governance Board meeting: July and August 2025 bills and financials. Approve agreement with Northeast SD Head Start Program, Authorize the NCSEC Advisory Board of Superintendents to make recommendations to the Governance Board on personnel employment, budgets, policy, and other matters deemed necessary. Authorize Advisory Board of Superintendents to approve bills for payment, with final authorization at the next Governing Board meeting. Motion carried.

Moved by Westphal, seconded by Bukaske, to adjourn at 7:39 pm. Motion carried.

Becky Hubsch, Business Manager

Megan Clemensen, President

The addition of signatures to this page verifies these minutes as official.
Published once at the total approximate cost of _____.