

UNOFFICIAL PROCEEDINGS OF  
NORTH CENTRAL SPECIAL EDUCATION COOPERATIVE  
GOVERNANCE BOARD

REGULAR MEETING

July 6, 2020

President Nickelson called the meeting to order at 7:05 p.m. The meeting was held on-line via Zoom. Roll call attendance included Jeremy Moes – Doland, Toni Bukaske – Edmunds Central, Dan Nickelson – Frederick Area, Grant Rix – Groton Area, Jeremy Bottum – Hitchcock-Tulare, ReEtta Sieh – Leola, Mary Mielke – Northwestern Area and Sharon Stroschein - Warner. Absent: Lisa Olson – Langford Area. Others present via Zoom were Director Kristi Hilzendeger, Business Manager Mike Weber, Groton Area Superintendent Joe Schwan, coop staff member Cathy Goethel and Northwestern board member Kevin Nash.

Moved by Stroschein, second Bottum to approve the agenda as presented. Motion carried 8-0 on a roll call vote with members Moes, Bukaske, Nickelson, Rix, Bottum, Sieh, Mielke and Stroschein voting aye.

There were no potential conflict disclosures pursuant to SDCL 23-3.

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.

Weber presented bills and financial statements from June 2020 as follows:

Treasure's report balance June 1, 2020 – 303,377.11; Receipts – 190,040.54; Expenditures – 201,821.50; Balance June 30, 2020 – 291,596.15. JUNE NON-COOP SERVICES: Net Salary – 915.45; FIT – 107.67; Medicare – 34.38; FICA – 147.02; SDRS – 144.00; AFLAC – 12.42, Wellmark – 161.51; Reliastar Life – .45; Deutsch, Jennifer – mileage, 93.15; Lyndsay Rasmussen – mileage, 52.90. JUNE OTHER SPECIAL REVENUE (COOP): Net Salary – 91,579.81; FIT – 9,454.76; Medicare – 3,615.14; FICA – 15,457.62; SDRS – 16,474.52; Horace Mann – 1,200.00; AFLAC – 2,740.82; AXA Equitable Life – 4,500.00; SDRS Supplemental – 150.00; Wellmark – 26326.49; Reliastar Life – 43.71; Avesis Vision – 162.20; Aberdeen American News – legals, 86.12; Bowdle Health Care – services, 1,584.00; Century Business – copies, 6.79; Churchill, Manolis, Freeman, Kludt, Shelton – legal services, 177.37; Deutsch, Jennifer – expenses, 45.00; Gardner, Jodi – expenses, 243.73; Goethel, Cathy – expenses, 475.10; Great Western – charges, 472.76; Hempel, Mary – expenses, 541.80; Hilzendeger, Kristi – expenses, 118.60; Johnson, Paula – expenses, 45.00; Neiger, Susan – expenses, 45.00; NSU Finance Office – rent, phone 524.53; NSU Post Office – postage, 28.97; Rasmussen, Lyndsay – expenses, 192.78; Reyelts, Diane – expenses, 45.00; Uttermark, Roxana – expenses, 265.00; Waltman, Diane – expenses, 45.00.

Superintendent Schwan presented a list of action items from the Advisory Board Meeting held on June 30, 2020, including president and reporter nominations, prior minutes, bills, and financial statements, staff salaries for 2020-21, First State Bank/Dacotah Bank official depository, Aberdeen American News official newspaper, Rodney Freeman legal counsel, Director Hilzendeger Director of Federal Programs and Title IX Coordinator, Business Manager Weber SD Retirement agent and designee for existing funds, new accounts, investing and borrowing, Eide Bailly auditor, approve Special Ed Comprehensive Plan and 2020-21 NCSEC Handbook.

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Director Hilzendeger reported on discussion and information items from the Advisory Board Meeting held on June 30, 2020, including Comprehensive Psychological Report – TEAMS, IDEA Application submittal, Cooperative COVID Task Force and PPE from SD SLHA to purchase thermometers through Avera St. Luke's.

Moved by Sieh, second Mielke to approve the following consent agenda items; minutes of June 1, 2020 Governance Board meeting, June bills and financial statements. Motion carried 8-0 on a roll call vote with members Moes, Bukaske, Nickelson, Rix, Bottum, Sieh, Mielke and Stroschein voting aye.

Moved by Bottum, second Stroschein to adjourn at 7:23 pm. Motion carried 8-0 on a roll call vote with members Moes, Bukaske, Nickelson, Rix, Bottum, Sieh, Mielke and Stroschein voting aye.

Acting as chairman pro tem, Business Manager Weber called the first meeting of the 2020-21 North Central Special Ed Coop Governance Board to order at 7:24 p.m. The oath of office was read, and all members were installed.

Weber opened the floor for nominations for 2020-21 Board President. Moved by Stroschein, second Sieh to nominate Nickelson, cease nominations and declare a unanimous ballot. Motion carried 8-0 on a roll call vote with members Moes, Bukaske, Nickelson, Rix, Bottum, Sieh, Mielke and Stroschein voting aye.

Nickelson took nominations for Board Vice-President. Moved by Stroschein, second Moes to nominate Bottum, cease nominations and declare a unanimous ballot. Motion carried 8-0 on a roll call vote with members Moes, Bukaske, Nickelson, Rix, Bottum, Sieh, Mielke and Stroschein voting aye.

Moved by Bottum, second Bukaske to appoint Business Manager Weber as record keeper. Motion carried 8-0 on a roll call vote with members Moes, Bukaske, Nickelson, Rix, Bottum, Sieh, Mielke and Stroschein voting aye.

Pursuant to SDCL 23-3 Nickelson read a potential conflict disclosure from Weber, 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 Mielke, second Bukaske to determine that the matter underlying the conflict is fair, reasonable, and not contrary to public interest. Motion carried 8-0 on a roll call vote with members Moes, Bukaske, Nickelson, Rix, Bottum, Sieh, Mielke and Stroschein voting aye.

Members of the public were 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.

Weber presented the July advertised budget for 2020-21 including revenue, expenditures, and fund balance projections. The final budget will be approved in September at the Governing Board Meeting.

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Moved by Moes, second Rix to approve the following consent agenda items: July bills including ASBSD – dues, 775.00, EMC Insurance – premiums, 9,609.00, SASD – dues, 531, First State Bank/Dacotah Bank of Groton official depository, Aberdeen American News official newspaper, Rodney Freeman legal counsel/cooperative attorney, Hilzendeger Title IX Coordinator and Director of Federal Programs, Weber SD Retirement agent and designee for existing funds, new accounts, investing and borrowing, Eide Bailly auditor, adopt NCSEC Special Education Comprehensive Plan, authorize NCSEC Advisory Board of Superintendents to make recommendations to the Governance Board concerning the employment of personnel, budgets, policy and other concerns, authorize Weber the use of President Nickelson’s signature stamp and direct him to publish 2020-21 staff salaries. Motion carried 8-0 on a roll call vote with members Moes, Bukaske, Nickelson, Rix, Bottum, Sieh, Mielke and Stroschein voting aye.

Staff salaries for 2020-21 are as follows: Jennifer Deutsch - \$63,139.73, Jodi Gardner - \$28,560.00; Cathy Goethel - \$57,754.87, Mary Hempel - \$52,933.57, Kristi Hilzendeger - \$79,457.70; Paula Johnson, \$54,776.68; Susan Neiger - \$53,131.07, Lyndsay Rasmussen - \$51,001.06; Diane Reyelts - \$60,011.73; Roxana Uttermark - \$73,863.03; Diane Waltman - \$48,357.63 and Mike Weber - \$11,319.90.

Moved by Bottum, second Stroschein to hold meetings at 7:00 pm on September 8, 2020, on November 2, 2020, January 4, 2021, March 1, 2021, April 5, 2021, May 3, 2021, and June 7, 2021. Motion carried 8-0 on a roll call vote with members Moes, Bukaske, Nickelson, Rix, Bottum, Sieh, Mielke and Stroschein voting aye.

Moved by Mielke, second Sieh to adopt NCSEC Handbook for 2020-21. Motion carried 8-0 on a roll call vote with members Moes, Bukaske, Nickelson, Rix, Bottum, Sieh, Mielke and Stroschein voting aye.

Mielke agreed to serve as Cooperative COVID Task Force Member at the scheduled meeting on July 22, 2020 at 1:00 pm.

Moved by Stroschein, second Sieh to adjourn at 8:00 pm. Motion carried 8-0 on a roll call vote with members Moes, Bukaske, Nickelson, Rix, Bottum, Sieh, Mielke and Stroschein voting aye.

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M. J. Weber, Business Manager

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Dan Nickelson, President

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

Published once at the total approximate cost of \_\_\_\_\_.