

UNOFFICIAL PROCEEDINGS OF
NORTH CENTRAL SPECIAL EDUCATION COOPERATIVE
GOVERNANCE BOARD

REGULAR MEETING

May 7, 2018

President Rix called the meeting to order at 7:00 pm in Student Union Room #267 on NSU Campus. Members present: Monica Hauck – Edmunds Central, Grant Rix – Groton Area, Lisa Olson – Langford, ReEtta Sieh – Leola and Brett Toennies – Northwestern Area. Absent: Julie Schneider – Doland, Dan Nickelson – Frederick Area, Tony Binger – Hitchcock-Tulare and Sharon Stroschein – Warner. Others present were: Director Kristi Hilzendeger, Business Manager Mike Weber and Superintendent Joe Schwan.

Moved by Toennies, second Sieh to approve the agenda as presented. Motion carried.

No potential conflict disclosures were reported.

Business Manager Weber presented a list of bills and financial statements from Fiscal Board Meetings held on February 12, March 12 and April 9. Moved by Olson, second Hauck to approve as follows: (Motion carried):

Treasure's report balance January 1, 2018 – 332,567.46; Receipts – 8,711.45; Expenditures – 81,739.69; Balance January 31, 2018 – 259,539.22. JANUARY NON-COOP SERVICES: Net Salary – 285.15; FIT – 43.03; Medicare – 11.04; FICA – 47.16; SDRS – 46.08; Wellmark – 56.88; ReliaStar Life – .05; Deutsch, Jennifer – mileage, 37.06; Goethel, Cathy – mileage, 62.95; Rasmussen, Lyndsay – mileage, 228.90; Reyelts, Diane – mileage, 30.52; Waltman, Diane – mileage, 21.80. JANUARY OTHER SPECIAL REVENUE (COOP): Net Salary – 35,097.46; FIT – 4,693.09; Medicare – 1,373.82; FICA – 5,874.32; SDRS – 6,018.60; Horace Mann – 400.00; AFLAC – 966.73; AXA – 500.00; SD Supplemental Retirement – 50.00; Wellmark – 7,782.12; ReliaStar Life – 4.50; Aberdeen American News – legals, 192.17; Century Business – copies, 88.03; Deutsch, Jennifer – travel expense, 936.10; Goethel, Cathy – travel expense, 710.90; Great Western Bank – charges, 225.50; Groton Area School District – paper, 54.50; Hempel, Mary – travel expense, 630.78; Hilzendeger, Kristi – travel expense, 165.90; Johnson, Paula – travel expense, 190.42; Neiger, Susan – travel expense, 192.60; Northey, Andrea – travel expense, 51.99; NSU Finance Office – rent, 350.00; NSU Post Office – postage, 25.00; NSU Bookstore – supplies, 7.50; Polocic, TiAnn – mileage, services, 2,176.80; Rasmussen, Lyndsay – travel expense, 778.48; Reyelts, Diane – travel expense, 605.52; USD – mileage, services 454.74; Uttermark, Roxana – travel expense, 520.15; Waltman, Diane – travel expense, 316.86; Warner School District – supplies, 87.75.

Treasure's report balance February 1, 2018 – 259,539.22; Receipts – 32,298.88; Expenditures – 72,789.65; Balance February 28, 2018 – 219,048.45. FEBRUARY NON-COOP SERVICES: Net Salary – 294.77; FIT – 33.41; Medicare – 11.04; FICA – 47.16; SDRS – 46.08; Wellmark – 56.88; Reliastar Life – .05; Deutsch, Jennifer – mileage, 13.08; Goethel, Cathy – mileage, 83.93; Rasmussen, Lyndsay – mileage, 3.82; Reyelts, Diane – mileage, 122.08; Uttermark, Roxana – mileage, 30.52; Waltman, Diane – mileage, 43.60. FEBRUARY OTHER SPECIAL REVENUE (COOP): Net Salary – 36,272.93; FIT – 3,819.04; Medicare – 1,383.94; FICA – 5,917.60; SDRS – 6,060.48; Horace Mann – 400.00; AFLAC – 966.73; AXA Equitable Life – 500.00; SD

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Supplemental Retirement – 50.00; Wellmark – 7,782.12; Reliastar – 4.50; Aberdeen American News – legals, 190.51; Aberdeen School District – tuition, 2,000.00; Century Business – copies, 85.67; Deutsch, Jennifer – travel expenses, 1,162.54; Eide Bailly – audit, 2,524.50; Goethel, Cathy – travel expenses, 958.87; Gray Matters – speaker fees, 1,025.22; Great Western Bank – card charges, 1,172.01; Hempel, Mary – travel expenses, 758.31; Hilzendeger, Kristi – travel expenses, 539.77; Johnson, Paula – travel expenses, 214.40; LRP Publications – renewal, 359.50; NCS Pearson – flash drive, 75.90; Neiger, Susan – travel expenses, 227.81; Northey, Andrea – phone, 40.00; NSU Finance Office – rent & phone, 545.55; NSU Post Office – postage, 38.65; NSU Bookstore – supplies, 4.80; Poloncic, Tiann – services & mileage, 2,285.94; Quill – supplies, 43.97; Rasmussen, Lyndsay – travel expenses, 1,350.73; Reyelts, Diane – travel expenses, 395.89; Sheraton Sioux Falls – lodging, 104.00; Super Duper – protocols, 129.98; Uttermark, Roxana – travel expenses, 591.54; Waltman, Diane – travel expenses, 354.47.

Treasure's report was balance March 1, 2018 – 219,048.45; Receipts – 101,751.41; Expenditures – 80,410.86; Balance March 31, 2018 – 240,389.00. MARCH NON-COOP SERVICES: Net Salary – 294.77; FIT – 33.41; Medicare – 11.04; FICA – 47.16; SDRS – 46.08; Wellmark – 56.88; ReliaStar – .05; Rasmussen, Lyndsay – mileage, 97.01; Reyelts, Diane – mileage, 115.00; Waltman, Diane – mileage, 87.20. MARCH OTHER SPECIAL REVENUE (COOP): Net Salary – 35,801.67; FIT – 3,748.23; Medicare – 1,365.74; FICA – 5,839.76; SDRS – 5,985.16; Horace Mann – 400.00; AFLAC – 966.73; AXA Equitable – 500.00; SD Supplemental Retirement – 50.00; Wellmark – 7,782.12; ReliaStar – 4.50; American News – legal and ad, 425.66; Century Business – copies, 68.46; Deutsch, Jennifer – travel expense, 697.83; Goethel, Cathy – travel expense, 871.80; Groton Area School District – paper, 54.40; Hempel, Mary – travel expense, 643.08; Hilzendeger, Kristi – travel expense, 437.85; Johnson, Paula – travel expense, 160.99; Neiger, Susan – travel expense, 199.96; Northey, Andrea – phone, 40.00; NSU Finance Office – rent & phone, 456.23; NSU Post Office – postage, 23.24; NSU University Bookstore – supplies, 8.50; Polonic, Tiann – mileage, services, 2,846.37; Quality Inn – lodging, 90.00; Rasmussen, Lyndsay – travel expense, 1,354.54; Reyelts, Diane – travel expenses, 497.26; Sheraton SF – lodging, 208.00; Uttermark, Roxana – travel expense, 371.36; Waltman, Diane – travel expense, 689.56.

Superintendent President Schwan presented a list of action items from the advisory board meetings held on March 8, April 5 and April 30. Moved by Toennies, second Sieh to approve as presented. Motion carried.

Director Hilzendeger reported on Discussion and Information items from Advisory Board Meetings held on March 8, April 5 and April 30. No action was taken.

Moved by Sieh, second Olson to approve the following consent agenda items: minutes from Governance Board meeting held on February 5 and Special Meeting held on April 17, bills and financial statements from February 2018, March 2018 and April 2018, NCSEC Advisory Board of Superintendents to make recommendations to the Governance Board and the LEA/Fiscal Agent Groton Area School Board concerning the employment of personnel, budgets, policy and other concerns deemed necessary, authorize NCSEC Advisory Board of Superintendents to approve May, June and July bills, with LEA/Fiscal Agent Groton Area School board payment and ratification by Governance Board in August and authorize Director Hilzendeger to file the IDEA Application for Federal Funds for 2017-18 for IDEA 611 and 619. Motion carried.

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Moved by Olson, second Hauck to approve Technology Contract with the Warner School District for 2018-19. Motion carried.

Moved by Tonnie, second Sieh to approve service contracts with Hollie Strand and Rick Melmer as keynote speakers for 2018-19 in-service. Motion carried.

Moved by Hauck, second Sieh to approve the NCSEC School Agreement for 2018-19. Motion carried.

The board reviewed the 1st reading of the Hearing Screening Policy. No action was taken.

Moved by Olson, second Toennies to approve staff contracts for the 2018-19 school year for Early Childhood Special Education Teachers, School Psychologists, Speech and Language Pathologists, Administrative Assistant and Director with salaries to be published in July. Motion carried.

Moved by Toennies, second Hauck to approve Business Manager Contract for 2018-19 based on the 2017-18 agreement to be amended upon completion of Groton Area School District negotiations, with salary to be published in July. Motion carried.

Moved by Sieh, second Olson to approve ESY and Summer School Agreements for Jennifer Deutsch – 55 hours @ \$42.61/hour, Cathy Goethel – 75 hours @ \$38.69/hour, Mary Hempel – 85 hours @ \$35.57/hour, Paula Johnson – 35 hours @ \$36.84/hour, Lyndsay Rasmussen – 72 hours @ \$34.23/hour, Diane Waltman – 40 hours @ \$32.41/hour and sub contractor TiAnn Poloncic – 37 hours @ \$53.80/hour. Motion carried.

Moved by Hauck, second Toennies to approve independent contract with TiAnn Poloncic for 2018-19 Speech & Language Services, including therapy, evaluations, referrals and screenings, for 20 hours/week @ \$54.08/hour with mileage reimbursed at the federal rate. Motion carried.

Weber reviewed the 2018-19 NCSEC Preliminary Budget in accordance with SDCL 13-11-12. No action was taken.

Moved by Olson, second Sieh to approve ASBSD Protective Trust SD School Benefits Fund Health Insurance Agreement for 2018-19 with a 0% increase and revised plan options including \$1,000, \$1,500, \$2,000 and \$3,000-HSA deductibles. Motion carried.

Moved by Tonnie, second Hauck to approve ASBSD Protective Trust Worker's Compensation Insurance Agreement for 2018-19. Motion carried.

Hilzendecker reported that liability insurance quotes are being gathered.

Moved by Hauck, second Tonnie to approve payment of \$2,000 for Advisory Chairman and Recorder services for 2018-19. Motion carried.

Moved by Sieh, second Olson to approve payment of \$250 for Director and Business Manager for Fund 11 services for 2018-19. Motion carried.

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The Governance Board Meeting Schedule for future meetings was discussed. No action was taken.

Moved by Toennies, second Hauck to adjourn at 7:54 pm. Motion carried.

M. J. Weber, Business Manager

Grant Rix, President

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

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