

UNOFFICIAL PROCEEDINGS OF
NORTH CENTRAL SPECIAL EDUCATION COOPERATIVE
GOVERNANCE BOARD

REGULAR MEETING

May 4, 2020

President Nickelson called the meeting to order at 7:06 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, Lisa Olson – Langford Area, ReEtta Sieh – Leola, Mary Mielke – Northwestern Area and Sharon Stroschein - Warner. Others present via Zoom were Director Kristi Hilzendeger, Business Manager Mike Weber, Groton Area Superintendent Joe Schwan and coop staff members Jennifer Deutsch, Lyndsay Rasmussen, Roxana Uttermark and Diane Waltman.

Moved by Mielke, second Moes to approve the agenda with one addition under New Business – approve local share amount. Motion carried 9-0 on a roll call vote with members Moes, Bukaske, Nickelson, Rix, Bottum, Olson, Sieh, Mielke and Stroschein voting aye.

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

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

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

Treasurer's report balance April 1, 2020 – 209,758.32; Receipts – 243,196.57; Expenditures – 77,655.01; Balance April 30, 2020 – 375,299.88. APRIL NON-COOP SERVICES: Net Salary – 305.63; FIT – 35.42; Medicare – 11.46; FICA – 49.00; SDRS – 48.00; AFLAC – 4.14; Wellmark – 53.84; Standard Life – .15; APRIL OTHER SPECIAL REVENUE (COOP): Net Salary – 35,038.93; FIT – 3,597.01; Medicare – 1,373.66; FICA – 5,873.48; SDRS – 6,314.18; Horace Mann – 400.00; AFLAC – 1,079.92; AXA – 1,500.00; SD Supplemental Retirement – 50.00; Wellmark – 11,442.16; Standard Life – 17.13; Avesis Vision – 76.64; Aberdeen American News – legals, 109.43; Bowdle Healthcare – services, mileage – 2,567.70; Century Business – copies, 5.89; Deutsch, Jennifer – expenses, 312.95; Gardner, Jodi – expenses, 149.31; Goethel, Cathy – expenses, 348.19; Great Western Bank – charges, 165.90; Hempel, Mary – expenses, 193.27; Hilzendeger, Kristi – expenses, 45.00; Johnson, Paula – expenses, 159.74; Neiger, Susan – expenses, 187.31; NSU Finance Office – rent, paper, 358.00; NSU Post Office – postage, 61.68; Office Depot – supplies, 68.91; Rasmussen, Lyndsay – expenses, 112.12; Reyelts, Diane – expenses, 45.00; Uttermark, Roxana – expenses, 45.00; Waltman, Diane – expenses, 183.31.

Schwan presented a list of action items from the Advisory Board Meetings held on April 28, 2020.

Director Hilzendeger reported on discussion and information items from the Advisory Board Meeting held on April 28, 2020, including preliminary budget, FY'21 NCSEC School Agreements, Comprehensive Plan and FY'21 Bright Beginnings.

Moved by Stroschein, second Rix to approve the following consent agenda items: minutes from April 6, 2020 Governing Board Meeting, bills and financial statements from April, 2020, Business

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Manager Job Description, authorize Director to file IDEA application, payments to Advisory Board Chairman and Recorder at \$2,000 per year paid in two semester payments, stipends to Business Manager and Director for Fund 11 administration at \$250, approve negotiated agreements, offer staff contracts and work agreements based on FY'21 negotiated agreements, authorize NCSEC Advisory Board of Superintendents to make recommendations to the Governance Board concerning the employment of personnel, budgets, policy and other concerns deemed necessary, authorize NCSEC Advisory Board of Superintendents to approve bills payment to be approved at the next Governance Board Meeting. Motion carried 9-0 on a roll call vote with members Moes, Bukaske, Nickelson, Rix, Bottum, Olson, Sieh, Mielke and Stroschein voting aye.

Moved by Olson, second Bukaske to approve FY'21 property/liability insurance bid from EMC Insurance for \$9,609. Motion carried 9-0 on a roll call vote with members Moes, Bukaske, Nickelson, Rix, Bottum, Olson, Sieh, Mielke and Stroschein voting aye.

Moved by Stroschein, second Northwestern to approve one hour of planning time for every seven hours of service of service time offered within the Extended School Year summer program. Motion carried 8-1 on a roll call vote with members Moes, Bukaske, Nickelson, Rix, Bottum, Sieh, Mielke and Stroschein voting aye and Olson voting nay.

Moved by Moes, second Sieh to approve FY'21 ESY and Birth to 3 Summer Service Agreements for Jennifer Deutsch – 30 hours @ \$44.34/hour, Cathy Goethel – 50 hours @ \$40.56/hour, Mary Hempel – 40 hours @ \$37.17/hour, Paula Johnson – 25 hours @ \$38.47/hour, Sue Neiger – 19 hours @ \$37.31/hour, Lyndsay Rasmussen – 30 hours @ \$35.82/hour and Diane Waltman – 40 hours @ \$33.96/hour. Motion carried 9-0 on a roll call vote with members Moes, Bukaske, Nickelson, Rix, Bottum, Olson, Sieh, Mielke and Stroschein voting aye.

Weber reviewed the 2020-21 NCSEC Preliminary Budget in accordance with SDCL 13-11-12. No action was taken.

Moved by Bottum, second Rix to approve local share assessments for FY'21 at \$350,000. Motion carried 9-0 on a roll call vote with members Moes, Bukaske, Nickelson, Rix, Bottum, Olson, Sieh, Mielke and Stroschein voting aye.

Moved by Stroschein, second Bukaske to adjourn at 8:12 pm. Motion carried 9-0 on a roll call vote with members Moes, Bukaske, Nickelson, Rix, Bottum, Olson, Sieh, Mielke and Stroschein voting aye.

M. J. Weber, Business Manager

Dan Nickelson, President

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

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