



# North Central Special Education Cooperative

1200 South Jay Street Phone: (605) 626-3359  
Aberdeen, SD 57401 Fax: (605) 626-3360  
ncsec@northern.edu

## Unapproved minutes for the North Central Special Education Cooperative meeting on Monday, December 2, 2024 NCSEC Conference Room #212 (NSU Campus) – 10:30 am

- Meeting was called to order at 10:34 am
- Members Present: Joe Schwan (Groton), Jeff Clark (Hitchcock-Tulare), Shad Storley (Langford), Jeff Kosters (Frederick), Kevin Kunz (Edmunds Central), Garrett Schmidt (Doland), Rob Lewis (Northwestern), and Mike Kroll (Warner)
- Members Absent: Domenic Paolo (Leola)
- 
- Approve Agenda – **Langford/Frederick (carries)**
- Disclosure of Conflict of Interest (If Any): **None**
- Public Input: **None**
- ACTION ITEMS:
  1. Approve minutes, financial statements, and bills: **Hitchcock-Tulare/Warner (carries)**
    - Minutes from November 4, 2024, Advisory Board meeting.
    - Bills and financial statements from November 2024
- INFORMATION/DISCUSSION ITEMS:
  1. Caseload Summaries – handout was provided for each district.
  2. Yearly Evaluation Comparison – handout was provided for each district.
  3. Audit
    - Audit findings were reviewed and discussed.
  4. Procedures Manual:
    - A draft procedures manual was reviewed and discussed.
    - Will need some additional information added by districts.
    - Will need this document for SPED reviews moving forward.
  5. SDSA Mobile Lab:
    - Coming to Redfield on April 1<sup>st</sup>.
    - Handful of kids that could benefit from the full screening across the Co-op.
  6. Child Count:
    - December 1 Child count is due on January 13<sup>th</sup> with final sign off on February 28<sup>th</sup>.
  7. Trainings/Important Dates:
    - Coop Collaboration Cohort:
      - December 6<sup>th</sup> – Handout provided.
    - Safety Cary Training for NCSEC Staff – completed on Nov. 15<sup>th</sup>.
    - Transition Student Workshop:
      - 5 students attended on Nov. 14<sup>th</sup>
      - Next one is Feb 11<sup>th</sup>

Doland\*Edmunds Central\*Frederick\*Groton Area\*Hitchcock Tulare  
Langford Area\*Leola\*Northwestern Area\*Warner

Adjournment at 11:14 AM – **Northwestern/Langford (carries)**

**Upcoming Board Meetings:**

- Governance Board Meeting:
  - Monday, February 3, 2025, at 7:00 PM – Aberdeen NSU Graham Hall Rm #212
- Advisory Board Meeting:
  - Monday, January 6, 2025, at 10:30 AM: NCSEC Conference Room on NSU Campus.