**Unapproved minutes for the North Central Special Education Cooperative meeting on Monday, April 24, 2017**

**NCSEC Conference Room – 10:30 am**

* Meeting was called to order at 10:42 am by Chairman Schwan
* Members Present: Joe Schwan (Groton), Jeff Clark (Hitchcock-Tulare), Monte Nipp (Langford), Knute Reierson (Frederick), Brian Heupel (Leola), Michael Kroll (Warner), Ryan Bruns (Northwestern)
* Members Absent: Jim Hulscher (Doland)
* Approve Agenda as amended – **Warner/Northwestern**
* Disclosure of Conflict: **None**
* Executive Session: SDCL 1-25-2(1) – Personnel

Enter Executive Session at **10:44 AM – Leola/Langford**

Board President declare executive session over at **10:45 AM**

* Action Items:
	1. Approve minutes and financial statements from April – **Leola/Hitchcock-Tulare**
		+ Due to early meeting date, April bills and financials will be presented and approved at the Governing Board Meeting on May 1st
	2. Approve Health Insurance Agreement with ASBPT with a rate increase of 1% – **Hitchcock-Tulare/Langford**
	3. Approve Workers Compensation Insurance Agreement – **Warner/Hitchcock-Tulare**
	4. Preliminary Budget Review
	5. Motion to continue contracting with Kids Talk, LLC with a rate increase at $25.00 for Speech Therapy per unit and $15.75 for travel per unit – **Northwestern/Warner**
	6. Motion to approve the resignation of Joan Ray as the NCSEC Service Provider – **Leola/Hitchcock-Tulare**
	7. Approve the NCSEC School Agreement as amended using the K-12 enrollment – **Hitchcock-Tulare/Northwestern**
		+ Return signed agreements to NCSEC
	8. Approve NCSEC Staff Negotiated Agreements for the 2017-2018 school year – **Warner/Frederick**
	9. Motion to issue NCSEC staff contracts for the 2017-2018 school year as per the negotiated agreement for early childhood special education teachers, school psychologists, speech and language pathologists, and administrative assistant with salaries to be published at a later date. – **Northwestern/Leola**
	10. Motion to issue director contract for the 2017-2018 school year based on the second year of a two year negotiated agreement with salary to be published at a later date. – **Frederick/Langford**
	11. Motion to issue business manager contract based on the 2016-2017 agreement to be amended upon completion of Groton Area School District negotiation – **Leola/Northwestern**
	12. Approve payment for Chairman and Recorder services at $2000 per year, half to be paid each semester in FY18 – **Northwestern/Warner**
		+ Groton and Hitchcock-Tulare abstained from voting.
	13. Authorize the director to file the IDEA Application Federal Flow Through Funds for 2017-2018 for IDEA Part B 611 and 619 through the Grants Management System when it opens – **Hitchcock-Tulare/Northwestern**
	14. Approve ESY and Summer Services Agreement – **Leola/Warner**
		+ Hours are approximate (hours include travel time, planning and service time) with a time sheet plus a service log being submitted on a monthly basis.
		+ Mileage will be paid at the federal rate.
		+ Jennifer Deutsch – 47 hours @ $46.50/hour
		+ Mary Hempel – 61 hours @ $34.82/hour
		+ Sue Neiger – 11 hours @ $34.96/hour
		+ Lyndsay Rasmussen – 71 hours @ $33.51/hour
		+ Cathy Goethel – 67 hours @ $38.12/hour
		+ Diane Waltman – 65 hours @ $31.70/hour
		+ Paula Johnson – 25 hours @ $36.08/hour
* Discussion/Information Items:
	1. There will be no budget submission to DOE SPED Programs for Accountability Monitoring
	2. Stipend for Business Manager and Director for Fund 11 Administration for FY18
		+ Decrease from $1000 to $250 each due to no budget submission to DOE for Accountability Monitoring.
	3. Vehicle Discussion:
		+ Mileage is part of the negotiated agreement so discussion is tabled at this time.
	4. Grant Applications – due to the federal budget not being approved yet, grant allocations have not been made and the grants management system is not open yet. Anticipated opening date is June 1st.
	5. Summer of 2019 RDA will be in full implementation:
		+ All schools/districts will be participating in the RDA process
		+ More information and training will be available during the 2017-2018 school year.
	6. Monthly Caseloads:
		+ Will be released at a later time due to the early meeting date.
	7. Comprehensive Plans::
		+ Updated Annually
		+ Need board approval for IDEA Application
	8. 2017-2018 All Member Schools Calendar – send a copy to the director
	9. June and July Advisory Board Meetings:
		+ June Meeting held in Aberdeen
		+ July Meeting via conference call
* Adjournment at 11:43 am – **Northwestern/Langford**
	1. Governing Board Meeting: Monday, May 1, 2017 @ 7:00 PM (Maroon Room – NSU Student Union)
	2. Next regular Advisory Board meeting: Monday, June 5, 2017 at 10:30 am (Location TBA)