

UNOFFICIAL PROCEEDINGS OF  
NORTH CENTRAL SPECIAL EDUCATION COOPERATIVE  
GOVERNANCE BOARD

REGULAR MEETING

March 7, 2022

President Rix called the meeting to order at 7:00 p.m. The meeting was held in the Groton Area Conference Room with members also joining on-line via Zoom. Present: Craig Hansen – Doland Toni Bukaske – Edmunds Central, Eric Sumption – Frederick Area, Grant Rix – Groton Area, Jeremy Bottum – Hitchcock-Tulare, Amy Keough – Langford Area, Richard Westpahl – Leola, Doug Stahl – Northwestern Area and Sharon Stroschein – Warner. Others present were Director Kristi Hilzendeger, Groton Area Superintendent Joe Schwan, Business Manager Mike Weber, Edmunds Central Superintendent Kevin Kunz, Frederick Area Superintendent Jeff Kosters, Hitchcock-Tulare Superintendent Jeff Clark, Langford Area Superintendent Brett Gibbs, Leola Superintendent Bev Meyers, Warner Superintendent Michael Kroll, and staff members Roxana Uttermark, Diane Reyelts and Sue Neiger.

Moved by Stahl, second Bottum to approve the agenda with one addition to discuss the Director position hiring process after executive session. Motion carried.

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 member present to speak, the board proceeded with their remaining agenda items.

Bills and financial statements from January and February 2022 were presented as follows:

Treasurer's report balance January 1, 2022 – 297,732.73; Receipts – 9,006.92; Expenditures – 80,383.01; Balance January 31, 2022 – 226,356.64. JANUARY NON-COOP SERVICES: Net Salary – 318.86; FIT – 37.03; Medicare – 11.38; FICA – 51.16; Delta Dental – 2.62; SDRS – 50.40; AFLAC – 4.14; Wellmark – 53.84; Standard Life - .15; Goethel, Cathy – mileage, 23.40; Rasmussen, Lyndsay – mileage, 80.73, Reyelts, Diane – mileage, 32.76. JANUARY OTHER SPECIAL REVENUE (COOP): Net Salary – 37,931.96; FIT – 3,604.61; Medicare – 1,478.30; FICA – 6,321.14; Delta Dental – 384.66; SDRS – 6,671.18; Horace Mann – 400.00; AFLAC – 896.27; AXA Equitable – 1,500.00; SD Supplemental Retirement – 1,192.00, Wellmark – 9,556.16; Standard Life – 15.21; Avesis Vision – 58,08; Al's engraving – supplies, 13.45; Century Business - copies, 32.87; Deutsch, Jennifer – expenses, 595.20; Eide Bailly – services, 6,000.00; Gibbs, Lora – expenses, 110.52; Goethel, Cathy – expenses, 823.59; Great Western Bank – charges, 561.31; Hempel, Mary – expenses, 419.40; Hilzendeger, Kristi – expenses, 159.66, Johnson, Paula – expenses, 220.50; Kappenman, Haylee – expenses, 381.47; Multi-Health Systems – forms, 318.75; Neiger, Susan – expenses, 235.46; NCSEC – bank fee, 16.90; NSU – rent, phone, 456.58; NSU Post Office – postage, 48.89; NSU Bookstore – supplies, 11.20; Quill – supplies, 574.30; Rasmussen, Lyndsay – expenses, 1,151.26; Red Road, Inc. – services, 2,000.00; Reyelts, Diane – expenses, 363.23; SASD – registration, 300.00; Shrink Rap – services, 1,200.00; Sutton, Shelly – supplies, 450.00; Uttermark, Roxana – expenses, 607.53, Waltman, Diane – expenses, 393.38.

Treasurer's report balance February 1, 2022 – 226,356.64; Receipts – 52,643.26; Expenditures – 90,537.49; Balance February 28, 2022 – 188,462.41. FEBRUARY NON-COOP SERVICES: Net Salary – 318.86; FIT – 37.03; Medicare – 11.98; FICA – 51.16; Delta Dental – 2.62; SDRS – 50.40;

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AFLAC – 4.14; Wellmark – 53.84; Standard Life - .15; Deutsch, Jennifer – mileage, 25.74; Johnson, Paula – mileage, 22.23; Kappenman, Haylee – mileage, 69.03; Rasmussen, Lyndsay – mileage, 38.02; Waltman, Diane – mileage, 49.14. FEBRUARY OTHER SPECIAL REVENUE (COOP): Net Salary – 39,582.18; FIT – 3,782.99; Medicare – 1,539.82; FICA – 6,584.26; Delta Dental – 384.66; SDRS – 6,933.34; Horace Mann – 400.00; AFLAC – 896.27; AXA Equitable – 1,500.00; SD Supplemental Retirement – 1,192.00; Wellmark – 9,556.16; Standard Life - 15.21; Avesis Vision – 58.08; Aberdeen American News – legals, 147.76; Century Business – copies, 54.46; Deutsch, Jennifer – expenses, 896.18; Eide Bailly – fee, 60.00; Gibbs, Lora – phone, 45.00; Goethel, Cathy – expenses, 1,289.88; Great Western Bank – fee, 39.69; Hempel, Mary – expenses, 831.24; Hilzendeger, Kristi – expenses, 469.71, Johnson, Paula – expenses, 517.82; Kappenman, Haylee – expenses, 487.85, LRP Publications – fee, 389.50; NCS Pearson – supplies, 165.00; Neiger, Susan – expenses, 274.91; NCSE Coop – bank fee, 5.75; NSU – expenses, 451.27; NSU Post Office – postage, 9.54; NSU Bookstore – supplies, 5.00; Quill – supplies, 126.21; Rasmussen, Lyndsay – expenses, 1,329.08; Reyelts, Diane – expenses, 732.96; SD Teacher Placement – fee, 435.00; Uttermark, Roxana – expenses, 756.05; Waltman, Diane – expenses, 459.77.

Advisory Board President Schwan presented a list of action items from meetings held on February 7 and March 4, 2022, including minutes, financial statements and bills, audit, member school in-service costs, Director resignation, Psychological Service Contract with Ipswich, and a request for one additional professional day from staff.

Director Hilzendeger reported on discussion and information items from Advisory Board Meetings held on February 7 and March 4, 2022, including, in-service, time and effort documents, Special Ed Connection, Totem PD/ASPEN, Behavior/Academic discussion, preschool and hearing screenings, caseloads, calendars, local share fees, Shrink Wrap testimonial and Pearson billing dispute.

Moved by Westphal, second Stroschein to approve the following consent agenda items: minutes from January 3, and February 9, 2022 Governing Board Meetings, approve bills and financial statements from January and February 2022, in-service billing, Psychological Service Contract with Ipswich, additional professional day, NCSEC Advisory Board of Superintendents making recommendations to Governance Board concerning employment of personnel, budgets, policy and other concerns deemed necessary and NCSEC Advisory Board of Superintendents approving bills for payment with final approval at the next Governance Board Meeting. Motion carried.

Moved by Bottum, second Sumption to approve FY 2021 audit. Motion carried.

Moved by Westphal, second Sumption to go into executive session at 7:27 pm, pursuant to SDCL 1-24-2(1) for personnel matters and SDCL 1-24-2(4) for negotiations. Motion carried.

President Rix declared the board out of executive session at 8:52 pm.

The board discussed the hiring process for the Director position. The interview committee will consist of one member, either Superintendent or board member, from each of the nine coop member schools. Interviews will be held at the coop office in Graham Hall on the campus of NSU at 1:00 pm on Wednesday, March 16th. The committee will interview four candidates.

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Moved by Stahl, second Stroschein to adjourn at 8:53 pm. Motion carried.

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M. J. Weber, Business Manager

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Grant Rix, President

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