

MINUTES AND PROCEEDINGS OF THE CORNBELT EDUCATIONAL COOPERATIVE

A meeting of the Board of Directors for the Cornbelt Educational Cooperative was held at the Royal Fork Restaurant in Sioux Falls, South Dakota on Tuesday, August 11th, 2015 at 9:45 A.M. The following members were present: Bridgewater-Emery - Janssen; Canistota - Larson and Nebelsick; Freeman - Hotchkiss; Hanson - Jarding and Bridge; Marion - Luke and Colberg; McCook Central - Eichacker and Dr. Swartos; Montrose - Van Ruler and Johnson; Parker - Chester; Tea Area - Lundin and Dr. Lowery. Also in attendance were Dean Kuefer, Director; Deb Esche, Business Manager; Rick Picasso, Cornbelt Psychologist; and Jody Taylor, Tea Area SPED Director. Absent: Bridgewater-Emery - Bailey; Freeman - Hofer; and Parker - DeBoer.

This being the first meeting of the school year, the school Board Members and Superintendents introduced themselves.

The Oath of Office was administered to all school Board Members and the Business Manager.

At 9:45 A.M. President Janssen called the meeting to order, had the roll called, and determined a quorum was established for conducting business.

Action # 15-01 - Agenda - Chester moved seconded by Eichacker approve the August 11th, 2015 Agenda as presented. **ALL VOTED YES.**

Cornbelt Psychologist Rick Picasso presented an overview of the Non-violent Crisis Intervention training options.

The meeting was turned over to Business Manager Deb Esche for election of the Board President.

Election of President and Vice-President of the Board of Directors

Van Ruler nominated David Eichacker for President of the Board of Directors.

Action # 15-02 - Election of President - Chester moved second by Jarding that nominations cease and a unanimous ballot be cast for Eichacker. **ALL VOTED YES.**

President Eichacker announced that nominations for Vice-President were in order.

Action # 15-03 - Election of Vice-President - Janssen nominated Jason Chester for Vice-President of the Board of Directors and nominations cease and a unanimous ballot be cast seconded by Eichacker. **ALL VOTED YES.**

Action # 15-04 - Minutes - Jarding moved second by Luke to approve the Minutes for the June 9th, 2015 Superintendents Advisory Board meeting as presented. **ALL VOTED YES.**

Action # 15-05 - Financial Reports - Janssen moved seconded by Chester to approve the following monthly Financial Reports as presented:

June 2015: General Fund Beginning Balance: \$6,513.12; **Revenue:** \$0.00; **Expenditures:** \$5,940.36; **Closing Balance:** \$572.76. **June 2015: SPED Fund Beginning Balance:** \$664,269.65; **Revenue - Interest:** \$56.57; **Expenditures:** \$123,645.72; **Closing Balance:** \$540,680.50. **ALL VOTED YES.**

July 2015: General Fund Beginning Balance: \$572.76; **Revenue-Perkins:** \$9,648.00; **Expenditures:** \$3,553.00; **Closing Balance:** \$6,667.76. **July 2015: SPED Fund Beginning Balance:** \$540,680.50; **Revenue - Interest:** \$49.66; **Local Shared:** \$140,335.26; **IDEA 611:** \$68,261.00; **IDEA 619:** \$3,395.00; **Expenditures:** \$132,112.19; **Closing Balance:** \$620,609.23. **ALL VOTED YES.**

Action # 15-06 - Monthly Claims - Luke moved seconded by Van Ruler to approve the following Monthly Claims as presented:

July 2015 Claims: General Fund: AVI Systems..other non-consum.supplies..2,153.00; Realityworks..other non-consum. supplies..1,400.00. **Imprest Fund:** Augustana College..registration fees..100.00; DCI..dues & fees..129.75. **SPED Fund:** A&B Business..repairs & main..574.83; Amazon..other non-consum.supplies..51.07; Area II..dues & fees..150.00; Argus Leader..communication..1,019.60; ASBSD..dues & fees..750.00; Bruna..travel..386.34; Cleveland..travel..76.14; Council for Exceptional Children..dues & fees..175.00; Crisis Prevention Institute..registration fees..2,419.00; Dakota Data

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Shred..repairs & main..63.25; Harmon Law Office..other professional & tech services..140.00; Hewlett-Packard Company..other non-consum.supplies..785.00; Home Federal Fiduciary Fund..registration fees..100.00; Home Federal Fiduciary Fund..dues & fees..129.75; HyVee..consum.supplies..7.98; Johnston..travel..241.58; KELO-TV..advertising..109.00; Kueter..travel..11.28; Kueter..communication..140.22; Lakeshore Learning..other non-consum.supplies..24.99; Lyons..travel..171.08; Maca..travel..233.59; Midcontinent..communication..285.89; NASP..dues & fees..199.00; Office Max..consum.supplies..33.26; Petersen..travel..245.34; QPS..postage..40.65; SDASP..dues & fees..45.00; Speech Corner..other non-consum.supplies..45.90; Super Duper..other non-consum.supplies..305.68; Test Point..dues & fees..72.00; Turner County Printing..printing & binding..712.02; USPS..postage..225.00; Wageworks..other professional & tech services..50.00. **Total Claims July 2015 \$13,802.19; June 2015 Payroll \$82,458.65; and Benefits \$40,749.54; Total Expenditures \$137,010.38.**

August 2015 Claims; General Fund: ACP Direct-Catalog Division..other non-consum.supplies..170.30; Apple..other non-consum.supplies..1,974.00; B&H Photo..textbooks..470.45; Cengage Learning..textbooks..3,151.38; Ewell Educational Services..textbooks..265.00; PEARSON..other non-consum.supplies..119.89; Realityworks..other non-consum.supplies..4,376.10; Riverside Technologies..other non-consum.supplies..174.00; Vernier Software & Tech..other non-consum.supplies..162.00. **SPED Fund:** A&B Business..repairs & main..153.20; Amazon..consum.supplies..138.99; Amazon..other non-consum.supplies..638.13; Bruna..travel..199.28; Cedar Shore..travel..183.90; Cleveland..travel..74.26; DCI..dues & fees..43.25; Handwriting Without Tears..consum.supplies..151.33; Handwriting Without Tears..other non-consum.supplies..13.95; Johnston..travel..110.45; Kueter..communication..60.80; Kueter..travel..134.42; Lakeshore Learning..other non-consum.supplies..529.95; Lyons..travel..146.64; Midcontinent..communication..138.15; Multi-Health Systems..consum.supplies..1,611.96; NASP..dues & fees..199.00; Office Depot..consum.supplies..572.93; Office Depot..other non-consum.supplies..49.99; Office Max..consum.supplies..16.59; PEARSON Clinical Assessment..consum.supplies..2,394.57; Petersen..travel..112.80; QPS..postage..74.57; School Specialty..consum.supplies..110.47; SDASP..dues & fees..45.00; SDNA..advertising..175.00; Speech Corner..other non-consum.supplies..92.91; Super Duper..consum.supplies..179.86; Super Duper..other non-consum.supplies..518.38; TASC..other professional & tech services..320.00; Turner County Printing..printing & binding..1,007.00; VISA..other non-consum.supplies..147.00; VISA..consum.supplies..89.68; Wageworks..other professional & tech services..50.00. **Total Claims August 2015 \$21,347.53; July 2015 Payroll \$96,090.31; and Benefits \$25,713.24; Total Expenditures \$143,151.08.**

Action # 15-07 - Reorganization Motion for 2015-2016 School Term - Larson moved seconded by Luke to approve the following reorganization motion for the 2015-2016 School Term.

- a. Designate Home Federal Bank and FIT as the official depositories for the Cooperative Funds.
- b. Designate the Business Manager to be custodian of all financial accounts.
- c. Designate Tom Harmon as official attorney for the Cooperative.
- d. Designate the Argus Leader as official newspaper.
- e. Designate the third Wednesday of each month excluding July, August, December, March and May for Advisory Board meetings and the Tuesday after the second Monday of each month for the August, December, March and May regular meeting dates for the Board of Directors.
- f. Designate the Director to be administrator of all Federal programs.
- g. Approve placing the signatures of current Board President, Business Manager, and Director names on the Cooperative's bank signature cards.
- h. Authorize the establishment of an Imprest Fund in the Fiduciary Fund account up to \$6,000 with the Business Manager serving as custodian of said accounts.
- i. Authorize the Business Manager with the approval of the Advisory Board, and in accordance with SDCL 14-18-17 to make payments up to \$410,000 when the Board of Directors are not in session.
- j. Authorize the Director to offer contracts and accept resignations on behalf of the Board of Directors with the approval of the Advisory Board President. Said contracts and resignations shall be presented at the next Board of Directors meeting. **ALL VOTED YES.**

Action # 15-08 - Approve employment of Jenna Miller as Speech-Language Pathologist - Jarding moved seconded by Janssen to approve employment contract for Jenna Miller, SLP for the 2015-2016 school year at the salary of \$41,000. **ALL VOTED YES.**

Action # 15-09 - Approve amended employment contract amount for ECSE Teacher April Johnston - Chester moved seconded by Larson to approve amended employment contract amount for ECSE teacher April Johnston (\$39,611 to \$41,100). **ALL VOTED YES.**

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Action # 15-10 - Approve amended employment contract amount for SLP Megan Sengos - Van Ruler moved seconded by Luke to approve amended employment contract amount for SLP Megan Sengos (\$39,611 to \$41,100). **ALL VOTED YES.**

Action # 15-11 - Accept the resignation of Kelley Ziegler as Para-professional - Larson moved seconded by Jarding to accept the resignation of Kelley Ziegler as Para-professional effective August 12th, 2015. **ALL VOTED YES.**

Action # 15-12 - Approve employment of Michelle Weideman as Para-professional - Lundin moved seconded by Janssen to approve the employment of Michelle Weideman as Para-professional for the ECSE classroom in the Tea Area school district at the rate of \$12.00 per hour effective September 8th, 2015. **ALL VOTED YES.**

Action # 15-13 - Approve the Para-professionals 2015-2016 employment agreements - Van Ruler moved seconded by Chester to approve the Para-professional letters of employment agreements for the following para-professionals: Karen Peters at \$11.80 per hour; Heather Westerman at \$12.45 per hour; Wendy Miller at \$11.80 per hour; and Jessica McIlravy at \$11.25 per hour; for the 2015-2016 school term. **ALL VOTED YES.**

Next, Director Kueter and Business Manager Deb Esche presented the 2015-2016 budget for adoption that included modifications from the budget public hearing held on June 9th, 2015. Special Education Fund: Early Childhood increase to \$364,126.09; and Speech/language increase to \$670,935.28. After the discussion the following action item was introduced.

Action # 15-14 - Cooperative Budget - Van Ruler moved seconded by Lundin to approve the 2015-2016 Cooperative Budget, as presented. **ALL VOTED YES.**

Lastly, Mr. Kueter discussed the following items with the Board: a) Recommended Staff Reduction Policy Amendment; b) Parental Rights Brochures; c) Parental Involvement surveys (Indicator 8); d) Medicaid Brochures and Billing Process; e) Perkins Grant; and f) August 13th and September 17th SPED In-service.

Action # 15-15 - Adjournment - At 10:47 A.M. Janssen moved seconded by Luke to adjourn the Board of Directors Meeting with the next Advisory Board Meeting to be held on Wednesday, September 16th, 2015 at 9:45 A.M., at the Cornbelt Cooperative office in Sioux Falls, South Dakota. **ALL VOTED YES.**

Gross Salaries for the 2015-2016 School Term: **Early Childhood Teachers:** Robyn Bruna \$44,611; April Johnston \$41,100; Brenda Kocer \$36,000; Sonya Lyons \$43,961. **Speech-Language Pathologists:** Colleen Cleveland \$44,911; Echo Deelstra \$38,400; Jenny Holmes \$41,811; Jenna Miller \$41,000; Amy Petersen \$44,161; Robyn Randall \$44,911; Megan Sengos \$41,100; Jill Steinback \$47,451; Lori Tschetter \$44,911; Jennifer Zulk \$44,211. **Early Childhood & Speech Coordinator:** Carol Woltzen \$23,375. **Psychologists:** Amanda Creviston \$54,865; Alicia Peterson \$51,665; Richard Picasso \$64,865. **Medicaid Billing Agent:** Vi Engbrecht \$19,038.24. **Administrative Secretary:** Michelle Haagenstad \$28,225. **Director:** Dean Kueter \$92,100.



Deb Esche, Business Manager



David Eichacker, President Board of Directors

Published once at the total approximate cost of \$_____.