

MINUTES AND PROCEEDINGS OF THE CORNBELT EDUCATIONAL COOPERATIVE

A meeting of the Board of Directors for the Cornbelt Educational Cooperative was held at the Cornbelt Educational Cooperative office in Sioux Falls, South Dakota on Tuesday, August 11, 2020 at 9:45 A.M. The following members were present: Ethan - Vogel and Hawkins; Hanson - Jarding; Marion - Schmidt and Colberg; McCook Central - Stiefvater and Alley; Montrose - Miles; and Parker - Chester and Dr. DeBoer. Also in attendance were Dean Kueter, Director; and Pamela Selken, Business Manager. Absent: Bridgewater-Emery - Harberts and Bailey; Canistota - Larson and Nebelsick; Freeman - Weier and Kunz; Hanson - Bridge; Montrose - Johnson.

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. Vice-President Jason Chester called the meeting to order, had the roll called, and determined a quorum was established for conducting business.

Action # 21-01 - Agenda - Schmidt moved seconded by Jarding to approve the August 11, 2020 Agenda as presented. **ALL VOTED YES.**

Vice-President Jason Chester asked for any possible conflict of interest disclosures. There were none presented.

The meeting was turned over to Director Kueter for election of the Board President.

Action # 21-02 - Election of President and Vice-President of the Board of Directors

Election of President - Chester nominated Gary Jarding for President of the Board of Directors seconded by Miles to cease nominations. **ALL VOTED YES.**

Director Kueter turned the meeting over to President Jarding.

Election of Vice-President - Schmidt nominated Jason Chester for Vice-President of the Board of Directors seconded by Stiefvater to cease nominations. **ALL VOTED YES.**

Action # 21-03 - Minutes - Chester moved second by Miles to approve the Minutes for the June 17, 2020 Advisory Board meeting as presented. **ALL VOTED YES.**

President Jarding asked for any persons wishing to address the Cooperative Board. None were present.

Action # 21-04 - Financial Reports - Miles moved seconded by Stiefvater to approve the following monthly Financial Reports as presented:

June 2020: General Fund Beginning Balance: \$7,785.91; **Expenditures:** \$7,407.75; **Closing Balance:** \$378.16. **SPED Fund Beginning Balance:** \$821,997.34; **Revenue - Interest:** \$6.62; **Other:** \$2.55; **IDEA 611:** \$62,664.00; **IDEA 619:** \$3,528.00; **Expenditures:** \$104,609.66; **Closing Balance:** \$783,588.85.

July 2020: General Fund Beginning Balance: \$378.16; **Revenue - Perkins:** \$7,529.00; **Closing Balance:** \$7,907.16. **SPED Fund Beginning Balance:** \$783,588.85; **Revenue - Interest:** \$6.52; **Local Shared Assessment:** \$117,482.00; **IDEA 611:** \$55,330.00; **IDEA 619:** \$3,527.00; **Expenditures:** \$127,342.74; **Closing Balance:** \$832,591.63. **ALL VOTED YES.**

Action # 21-05 - Monthly Claims - Schmidt moved seconded by Chester to approve the following Monthly Claims as presented:

July 2020 Claims: IMPREST FUND: VISA...Non-Technology Supplies...\$370.70. **SPED Fund:** AMAZON...Non-Technology Supplies...141.23; AMAZON...CONSUMABLE SUPPLIES...40.98; ASB PROPERTY/LIABILITY FUND...INSURANCE AND JUDGEMENTS...17,343.00; ASB WORKERS' COMPENSATION FUND...WORKER'S COMPENSATION INSURANCE...2,870.00; ASSOCIATED SCHOOL BOARDS OF SD...DUES AND FEES...775.00; BRUNA ...TRAVEL...80.84; CENTURY BUSINESS PRODUCTS...REPAIRS AND MAINTENANCE SERVICES IDEA...147.32; CLEVELAND...TRAVEL...28.20; CRISIS PREVENTION INSTITUTE, INC...OTHER PROFESSIONAL & TECH SERVICES...150.00; DAKOTA DATA SHRED...REPAIRS AND MAINTENANCE SERVICES...101.37; DOW RUMMEL...RENTALS...\$1,163.11; FOX PRINT...Non-Technology Supplies...382.81; FOX PRINT...CONSUMABLE SUPPLIES...171.99; GRAVES IT SOLUTIONS...OTHER NON-CONSUMABLE SUPPLIES ...300.00; GREAT WESTERN FIDUCIARY FUND...POSTAGE...162.00; GREAT WESTERN FIDUCIARY FUND...COMMUNICATION...31.92; GREAT WESTERN FIDUCIARY FUND...CONSUMABLE SUPPLIES...105.86; GREAT WESTERN FIDUCIARY FUND...Non-Technology Supplies...52.94; GREAT WESTERN FIDUCIARY FUND...NON-CONSUMABLE SUPPLIES...17.98; KUETER...COMMUNICATION...60.87; KUETER...TRAVEL...44.18; LAKESHORE LEARNING...OTHER NON-CONSUMABLE SUPPLIES...295.79; LEADER PRINTING...PRINTING AND BINDING...550.00; MIDWEST SPECIAL INSTRUMENTS...REPAIRS AND MAINTENANCE SERVICES...309.00; NASP...DUES AND FEES...220.00; OFFICE DEPOT...Non-Technology Supplies...191.62; OFFICE DEPOT... CONSUMABLE SUPPLIES...107.78; PARENT INSTITUTE...PERIODICALS...488.00; SASD...DUES AND FEES ...1203.00; SCHOOL SPECIALTY, INC...Non-Technology Supplies...8.39; SCHOOL SPECIALTY, INC...CONSUMABLE SUPPLIES...69.07; SCHOOL SPECIALTY, INC...OTHER NON-CONSUMABLE SUPPLIES...336.14; SOFTWARE UNLIMITED INC...COMPUTER SOFTWARE (ADMINISTRATIVE) ...3,900.00; SPEECH CORNER...OTHER NON-CONSUMABLE SUPPLIES ...406.93; SUPER DUPER PUBLICATIONS...OTHER NON-CONSUMABLE SUPPLIES ...418.38; TEACHER SYNERGY, LLC...OTHER NON-CONSUMABLE SUPPLIES ...182.35; VAST BROADBAND...COMMUNICATION ...159.80. **Total Claims July 2020 \$33,388.55; June 2020 Payroll \$77,206.74 & Benefits \$23,353.31; Grand Total Expenditures \$133,948.60.**

August 2020 Claims: General Fund: SPED Fund: AMAZON...Non-Technology Supplies...5.02; AMAZON...OTHER NON-CONSUMABLE SUPPLIES...80.96; BRAUN... TRAVEL...43.24; BRUNA...TRAVEL...90.24; CLEVELAND...TRAVEL...12.22; DEELSTRA...TRAVEL...190.82; DOW RUMMEL...RENTALS...\$1,163.11; JOHNSTON...TRAVEL...249.57; KOCER...TRAVEL ... 46.06; KUETER...COMMUNICATION ... 60.23; KUETER...TRAVEL...130.66; LYNN, JACKSON, SHULTZ, & LEBRUN, P.C...OTHER PROFESSIONAL & TECH SERVICES...120.00; NASP... DUES AND FEES...220.00; NEW CENTURY PRESS... ADVERTISING...159.06; OFFICE DEPOT...OTHER NON-CONSUMABLE SUPPLIES...136.99; OFFICE

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DEPOT...Non-Technology Supplies...106.76; PETERSON...OTHER PROFESSIONAL & TECH SERVICES...1,500.00; PRO-ED INC...OTHER NON-CONSUMABLE SUPPLIES ... 433.40; RAC INDUSTRIES... OTHER NON-CONSUMABLE SUPPLIES ... 654.81; RIVERSIDE INSIGHTS... CONSUMABLE SUPPLIES... 623.57; RIVERSIDE INSIGHTS...Non-Technology Supplies...1,146.43; VISA... CONSUMABLE SUPPLIES...199.00; VISA,Non-Technology Supplies...245.67; VISA...COMMUNICATION...15.96. **Total Claims August 2020 \$7,633.78; July 2019 Payroll \$71,242.25 & Benefits \$23,082.64; Grand Total Expenditures \$101,958.67. ALL VOTED YES.**

Action # 21-06 - Reorganization Motion for 2020-2021 school term - Miles moved seconded by Vogel to approve the following reorganization motion for the 2020-2021 school term.

- a. Designate Great Western 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 Sam Kerr from Lynn, Jackson Shultz & Lebrun 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, Director, and Makenzi Miles 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 13-18-17 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 # 21-07 - Accept Resignations - Stiefvater moved seconded by Chester to accept the resignation of Delle Thompson and Karen Peters as paraprofessionals. **ALL VOTED YES.**

Action # 21-08 - Approve Paraprofessional employment - Miles moved seconded by Stiefvater to approve the employment of Haleigh Janquart as paraprofessional for the ECSE classroom in the Parker school district at the rate of \$14.45 per hour effective August 26, 2020. **ALL VOTED YES.**

Discuss and approve the returning Paraprofessional letters of employment - Stiefvater moved seconded by Schmidt to approve the returning Paraprofessional letters of employment for the following: Kyla Larson at \$14.45 per hour; Jessica McIlravy at \$14.45 per hour; Wendy Miller at \$15.00 per hour for the 2020-2021 school term. **ALL VOTED YES.**

Action # 21-09 - Approve staff conflict of interest disclosures - Disclosures were shared from Alicia Peterson (USF); and Rick Picasso (EDEC, McCrossans, Bishop O'Gorman Catholic Schools, USD, SDSU, Augustana, and STI). Miles moved seconded by Stiefvater to approve the Staff Conflict of Interest Disclosures and determine that no conflicts exist with regard to these activities as long as the policy and guidelines set by the Director are followed. **ALL VOTED YES.**

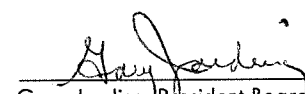
Action #21-10 - Approve Cooperative Budget - Miles moved seconded by Stiefvater to approve the Cooperative Budget for the 2020-2021 school term that was presented at the June 17, 2020 Public Hearing. **ALL VOTED YES.**

Mr. Kueter discussed the following items with the Board: a) Extraordinary Cost Fund; b) Parental rights brochures; c) Parental involvement surveys (Indicator 8); d) Medicaid rates, reimbursement and updated brochures; e) IEP workshops and f) COVID-19.

Action # 21-11 - Adjournment - At 10:50 A.M. Chester moved seconded by Stiefvater to adjourn the Board of Directors Meeting with the next Advisory Board Meeting to be held on Wednesday, September 16, 2020 at 9:45 A.M., at the Cornbelt Cooperative office in Sioux Falls, South Dakota. **ALL VOTED YES.**

Gross Salaries for the 2020-2021 School Term: Early Childhood Teachers: Brooke Braun \$44,435; Robyn Bruna \$53,691; April Johnston \$50,180; Brenda Kocer \$45,480. **Speech-Language Pathologists:** Colleen Cleveland \$53,991; Echo Deelstra \$47,480; Sarah Fergen (SLPA) \$32,650; Jenna Miller \$50,080; Robyn Randall \$53,991; Lori Tschetter \$53,991; Jennifer Zulk \$53,291. **65% Psychologist & 35% ECSE/SLP Coordinator:** Alicia Peterson \$68,600. **Psychologist:** Richard Picasso \$72,250. **Business Manager & Medicaid Billing Agent:** Pamela Selken \$44,000. **Administrative Secretary:** Juli Anderson \$16.85/hour. **Director:** Dean Kueter \$105,000.


Pamela Selken, Business Manager


Gary Jarding, President Board of Directors

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