

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 13th, 2019 at 9:45 A.M. The following members were present: Bridgewater-Emery - Harberts; Canistota - Larson and Nebelsick; Ethan - Storm and Eckstaine; Hanson - Jarding; Marion - Schmidt and Colberg; McCook Central - Eichacker and Dr. Thaler; Montrose - Miles; and Parker - Chester. Also in attendance were Dean Kueter, Director; and Pamela Selken, Business Manager. Absent: Bridgewater-Emery - Bailey; Freeman - Weier and Kunz; Hanson - Bridge; Montrose - Johnson; and Parker - Dr. 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 9:48 A.M. President Eichacker called the meeting to order, had the roll called, and determined a quorum was established for conducting business.

Action # 19-01 - Agenda - Chester moved seconded by Larson to approve the August 13th, 2019 Agenda as presented. **ALL VOTED YES.**

Next, President Eichacker 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 # 19-02 - Election of President and Vice-President of the Board of Directors

Election of President - Jarding nominated David Eichacker for President of the Board of Directors seconded by Miles to cease nominations and cast a unanimous ballot. **ALL VOTED YES.**

Director Kueter turned the meeting over to President Eichacker.

Election of Vice-President - Eichacker nominated Jason Chester for Vice-President of the Board of Directors seconded by Jarding to cease nominations and cast a unanimous ballot. **ALL VOTED YES.**

Action # 19-03 - Minutes - Larson moved second by Jarding to approve the Minutes for the July 23rd, 2019 Advisory Board meeting as presented. **ALL VOTED YES.**

Next, President Eichacker asked for any persons wishing to address the Cooperative Board. None were present.

Action # 19-04 - Financial Reports - Miles moved seconded by Chester to approve the following monthly Financial Reports as presented:

Amended June 2019: General Fund Beginning Balance: \$7,874.03; **Expenditures:** \$6,960.82; **Closing Balance:** \$913.21. **Amended June 2019: SPED Fund Beginning Balance:** \$836,555.19; **Revenue - Interest:** \$112.61; **Other:** \$688.90; **IDEA 611:** \$46,544.00; **IDEA 619:** \$3,460.00; **Expenditures:** \$105,297.81; **Closing Balance:** \$782,062.89. **ALL VOTED YES.**

July 2019: General Fund Beginning Balance: \$913.21; **Revenue - Perkins:** \$6,961.00; **Expenditures:** \$4,039.69; **Closing Balance:** \$3,834.52. **July 2019: SPED Fund Beginning Balance:** \$782,062.89; **Revenue - Interest:** \$107.13; **Local Shared Assessment:** \$73,479.50; **Other:** \$360.00; **IDEA 611:** \$51,061.00; **IDEA 619:** \$3,460.00; **Expenditures:** \$142,941.78; **Closing Balance:** \$767,588.74. **ALL VOTED YES.**

Action # 19-05 - Monthly Claims - Harberts moved seconded by Jarding to approve the following Monthly Claims as presented:

August 2019 Claims: General Fund: Amazon..other non-consum.supplies..1,011.95; EWELL Educational Services..other non-consum.supplies..295.00; NASCO..other non-consum.supplies..298.09; XELLO..other non-consum.supplies..500.00. **Imprest Fund:** DCI..non-tech supplies imprest..43.25; Midcontinent..non-tech supplies imprest..233.92; VISA..non-tech supplies imprest..130.51. **SPED Fund:** Amazon.. other non-consum.supplies..211.83; Anderson Publications..printing & binding..490.00; Anderson Publications..advertising..290.00; Area II Superintendents..dues & fees..140.00; Bruna..travel..191.76; Cleveland..travel..78.96; Crisis Prevention Institute..other professional & tech services..1,496.00; Dow Rummel Village..rentals..1,163.11; Echo..travel..112.80; Great Western Fiduciary Fund..advertising..99.00; Great Western Fiduciary Fund..communication..233.92; Great Western Fiduciary Fund..consum.supplies..14.61; Great Western Fiduciary Fund..other professional & tech services..43.25; Great Western Fiduciary Fund..postage..16.90; JAYMAR Business Forms..non-tech supplies..298.11; Johnston..travel..262.26; Kocer..travel..71.44; Kueter..communication..53.00; Kueter..travel..258.50; Miller..travel..275.89; Quill..non-tech supplies..309.90; Riverside Tech..computer equipment..539.00; School Specialty..other non-tech supplies..167.22; School Specialty..consum.supplies..331.86; Software Unlimited..dues & fees..50.00; United Technologies..repairs & maintenance..110.00; VAST..communication..171.80. **Total Claims August 2019 \$9,993.84; July 2019 Payroll \$80,480.62; & Benefits \$23,386.13; Grand Total Expenditures \$113,860.59.**

Action # 19-06 - Reorganization Motion for 2019-2020 school term - Chester moved seconded by Schmidt to approve the following reorganization motion for the 2019-2020 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 Scott Swier 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.

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- 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 # 19-7 - Approve the returning Paraprofessional letters of employment - Larson moved seconded by Miles to approve the returning Paraprofessional letters of employment for the following: Kyla Larson at \$13.10 per hour; Jessica McIlravy at \$13.10 per hour; Wendy Miller at \$13.65 per hour; Karen Peters at \$13.65 per hour; and Delle Thompson at \$13.10 per hour for the 2019-2020 school term. **ALL VOTED YES.**

Action # 19-8 - Approve ECSE teaching contract - Jarding moved seconded by Chester to approve the employment contract for Brooke Braun, ECSE teacher for the 2019-2020 school year at the salary of \$43,200. **ALL VOTED YES.**

Action # 19-9 - Approve staff conflict of interest disclosures - Disclosures were shared from Jenna Miller (Aegis Therapies); Alicia Peterson (USF); and Rick Picasso (EDEC, McCrossans, Bishop O'Gorman Catholic Schools, USD, SDSU, Augustana, and STI). Harberts moved seconded by Larson 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.**

Director Kueter presented the 2019-2020 budget for adoption that included modifications from the preliminary budget presented at the July 23rd, 2019 Public Hearing in the following service areas. Special Education Fund: Early Childhood increase to \$352,095.57; Psychological Services decrease to \$161,998.12; Speech Language Hearing decrease to \$543,164.24; Administrative Services decrease to \$153,068.32; Fiscal Services increase to \$124,553.69. After the discussion the following action item was introduced.

Action # 19-10 - Approve Cooperative Budget - Schmidt moved seconded by Miles to approve the Cooperative Budget for the 2019-2020 school term. **ALL VOTED YES.**

Action # 19-11 - Adopt Teleconference Board Meeting policy - Harberts moved seconded by Jarding to adopt the Teleconference Board Meeting policy as presented. **ALL VOTED YES.**

Action # 19-12 - Approve surplus Perkins equipment - Chester moved seconded by Miles to surplus Perkins equipment at zero value. A list of the items will be kept on file at the Cooperative office. **ALL VOTED YES.**

Lastly, 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) Perkins consortium grant; and f) IEP workshops.

Action # 19-13 - Adjournment - At 10:40 A.M. Jarding moved seconded by Miles to adjourn the Board of Directors Meeting with the next Advisory Board Meeting to be held on Wednesday, September 11th, 2019 at 9:45 A.M., at the Cornbelt Cooperative office in Sioux Falls, South Dakota. **ALL VOTED YES.**

Gross Salaries for the 2019-2020 School Term: Early Childhood Teachers: Robyn Bruna \$52,456; April Johnston \$48,945; Brenda Kocer \$44,245. **Speech-Language Pathologists:** Colleen Cleveland \$52,756; Echo Deelstra \$46,245; Sarah Fouberg (SLPA) \$31,860; Jenna Miller \$48,845; Robyn Randall \$52,756; Lori Tschetter \$52,756; Jennifer Zulk \$52,056. **65% Psychologist & 35% ECSE/SLP Coordinator:** Alicia Peterson \$67,100. **Psychologist:** Richard Picasso \$70,750. **Business Manager & Medicaid Billing Agent:** Pamela Selken \$43,025. **Administrative Secretary:** Michelle Haagenstad \$31,425. **Director:** Dean Kueter \$102,800.


Pamela Selken, Business Manager


David Eichacker, President Board of Directors

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