

## MINUTES AND PROCEEDINGS OF THE CORNBELT EDUCATIONAL COOPERATIVE

A meeting of the Board of Directors for the Cornbelt Educational Cooperative was held in person and via teleconference (Zoom) at the Cornbelt Educational Cooperative office in Sioux Falls, SD on Tuesday, August 12, 2025 at 9:45 A.M. The following members were present: Bridgewater-Emery – Hofer (Zoom) & Bailey (Zoom); Canistota – Jacobsen (Zoom); Ethan – Vogel; Hanson – McManus (Zoom 9:50); Marion – Schmidt (Zoom) & Brosnahan (Zoom); McCook Central – Stiefvater & Alley (Zoom); Montrose – McAreavey and Parker – J. Johnson. Also in attendance were Dean Kueter, Director and Pamela Selken, Business Manager. Absent: Canistota – Campbell; Ethan – Hawkins; Freeman – Andersen & Tietje; Hanson – Olmanns; Montrose – L. Johnson and Parker – Fosheim.

Director Kueter introduced Board Members and Superintendents.

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

At 9:47 A.M. President McAreavey called the meeting to order, had the roll called, and determined a quorum was established for conducting business.

**Action # 26-01- Agenda** – Stiefvater moved seconded by Schmidt to approve Agenda. **ALL VOTED YES.**

President McAreavey 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 # 26-02 - Election of President and Vice-President of the Board of Directors**

**Election of President** – Stiefvater nominated McAreavey for President of the Board of Directors and to cease nominations seconded by Vogel. **ALL VOTED YES.**

Director Kueter turned the meeting over to President McAreavey.

**Election of Vice-President** – Vogel nominated Stiefvater for Vice-President of the Board of Directors seconded by Schmidt. There were no other nominations. **ALL VOTED YES.**

**Action # 26-03 - Minutes** – McManus moved seconded by Hofer to approve the Minutes from the June 10, 2025 Advisory Board meeting as presented. **ALL VOTED YES.**

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

**Action # 26-04 - Financial Reports** – Hofer moved seconded by Jacobson to approve the following monthly Financial Reports as presented:

**June 2025: General Fund Beginning Balance:** \$7,906.66; **Closing Balance:** \$7,906.66. **SPED Fund Beginning Balance:** \$757,129.88; **Revenue - Interest:** \$7,680.70; **Other:** \$1,757.43; **IDEA 611:** \$70,129.00; **IDEA 619:** \$4,683.00. **Expenditures:** \$134,167.79; **Closing Balance:** \$707,212.22.

**July 2025: General Fund Beginning Balance:** \$7,906.66; **Closing Balance:** \$7,906.66. **SPED Fund Beginning Balance:** \$707,212.22; **Revenue - Interest:** \$150.55; **Local Shared Assessment:** \$206,249.75; **Other:** \$566.03; **IDEA 611:** \$64,014.00; **IDEA 619:** \$4,684.00; **Expenditures:** \$179,141.62; **Closing Balance:** \$803,734.93. **ALL VOTED YES.**

**Action # 26-05 - Monthly Claims** – Schmidt moved seconded by McManus to approve the following Monthly Claims as presented:

**July 2025 Claims: IMPREST Fund:** EASY TIME CLOCK, INC....NON-TECHNOLOGY SUPPLIES-IMPREST...22.00; HILTON DEADWOOD...NON-TECHNOLOGY SUPPLIES-IMPREST...590.85; NOTHING BUNT CAKES...NON-TECHNOLOGY SUPPLIES-IMPREST...96.55; VISA...NON-TECHNOLOGY SUPPLIES-IMPREST...8.11; WALMART...NON-TECHNOLOGY SUPPLIES-IMPREST...18.36. **SPED Fund:** APPLE INC...COMPUTER EQUIPMENT (NON-CAPITALIZED) ...506.85; ARGUS LEADER...COMMUNICATION ...157.17; ASB PROPERTY/LIABILITY FUND...INSURANCE AND JUDGEMENTS...13,078.00; ASB WORKERS' COMPENSATION FUND...WORKER'S COMPENSATION INSURANCE ...4,816.00; ASSOCIATED SCHOOL BOARDS OF SD...DUES AND FEES ...775.00; Bjorem Speech Publications, LL...NON-TECHNOLOGY SUPPLIES...454.50; BLUEPEAK...COMMUNICATION ...175.87; BRAUN...TRAVEL - ESY...125.42; CENTURY BUSINESS PRODUCTS...REPAIRS AND MAINTENANCE SERVICES IDEA...91.16; CLEVELAND...TRAVEL - ESY...150.08; DEELSTRA...TRAVEL - ESY...104.52; DOWRUMMEL VILLAGE...RENTALS...1,321.31; FIRST INTERSTATE BANK FIDUCIARY FUND...NON-TECHNOLOGY SUPPLIES...134.02; FIRST INTERSTATE BANK FIDUCIARY FUND...OTHER PURCHASED SERVICES...11.00; FIRST INTERSTATE BANK FIDUCIARY FUND...TRAVEL...590.85; GRAVES IT SOLUTIONS...OTHER PURCHASED SERVICES...300.00; HEALY...TRAVEL - ESY...112.56; JOHNSTON...TRAVEL - ESY...144.72; KOCER...TRAVEL - ESY...101.84; KUETER...COMMUNICATION ...72.42; KUETER...TRAVEL...686.08; MILLER...TRAVEL - ESY...203.68; NASP...DUES AND FEES ...460.00; NEUGEBAUER...TRAVEL - ESY...221.10; NORTHERN SPEECH SERVICES...NON-TECHNOLOGY SUPPLIES...39.57; PEARSON CLINICAL ASSESSMENT...NON-TECHNOLOGY SUPPLIES...3,776.83; PRO-ED INC...NON-TECHNOLOGY SUPPLIES...1,171.60; RANDALL...TRAVEL - ESY...44.22; RELAY HUB LLC...OTHER PROFESSIONAL & TECH SERVICES ...6,903.60; RISK PROGRAM ADMINISTRATORS...INSURANCE AND JUDGEMENTS...1,873.82; RIVERSIDE TECHNOLOGIES INC...COMPUTER EQUIPMENT (NON-CAPITALIZED) ...185.00; SASD...REGISTRATION FEES ...200.00; SASD...DUES AND FEES ...1,740.00; SCHOLASTIC MAGAZINE...PERIODICALS...215.05; SD ASSOCIATION OF SCHOOL PSYCHOLOGISTS...DUES AND FEES ...90.00; SD DEPARTMENT OF EDUCATION...OTHER PURCHASED SERVICES...22.00; SOFTWARE UNLIMITED INC...COMPUTER SOFTWARE (ADMINISTRATIVE) ...4,600.00; SPARK INNOVATIONS...NON-TECHNOLOGY SUPPLIES...104.56; SPEECH CORNER...NON-TECHNOLOGY SUPPLIES...222.91; STARFALL EDUCATIONAL FOUNDATION...OTHER NON-CONSUMABLE SUPPLIES...70.00; SUPER DUPER PUBLICATIONS...NON-TECHNOLOGY SUPPLIES...118.84; TEACHER SYNERGY, LLC...NON-TECHNOLOGY SUPPLIES...221.10; THREE RIVERS SPECIAL SERVICES COOPERATIVE...REGISTRATION FEES ...30.00; WAGWORKS...OTHER PURCHASED SERVICES...11.85. **Total Claims July 2025 \$47,170.97; June 2025 Payroll \$100,206.08 & Benefits \$27,229.85; Grand Total Expenditures \$174,606.90.**

**August 2025 Claims: SPED Fund:** AMAZON CAPITAL SERVICES...NON-TECHNOLOGY SUPPLIES...1,013.05; AMAZON CAPITAL SERVICES...CONSUMABLE SUPPLIES...981.24; APPLE INC...COMPUTER EQUIPMENT (NON-CAPITALIZED) ...987.00; AREA II SUPERINTENDENTS...DUES AND FEES ...175.00; BRAUN...TRAVEL - ESY...62.71; CEDAR SHORE...TRAVEL...361.44; CENTURY BUSINESS PRODUCTS...REPAIRS AND MAINTENANCE SERVICES IDEA...91.16; CLEVELAND...TRAVEL - ESY...75.04; DEELSTRA...TRAVEL - ESY...52.26; DOWRUMMEL VILLAGE...RENTALS...1,321.31; JOHNSTON...TRAVEL - ESY...144.72; KOCER...TRAVEL - ESY...25.46; KSB SCHOOL LAW...OTHER PROFESSIONAL & TECH SERVICES ...100.00;

## MINUTES AND PROCEEDINGS OF THE CORNBELT EDUCATIONAL COOPERATIVE

KUETER...COMMUNICATION ...72.40; KUETER...TRAVEL...160.80; MILLER...TRAVEL - ESY...101.84; MITCHELL AREA SUPERINTENDENTS' ASSOCIATION...DUES AND FEES ...100.00; NEUGEBAUER...TRAVEL - ESY...188.94; PARENT INSTITUTE...PERIODICALS...558.00; RANDALL...TRAVEL - ESY...44.22; RIVERSIDE TECHNOLOGIES INC...COMPUTER EQUIPMENT (NON-CAPITALIZED) ...749.00; SCHOOL SPECIALTY, INC...CONSUMABLE SUPPLIES...286.60; SOCIAL THINKING...NON-TECHNOLOGY SUPPLIES...50.51; WAGWORKS...OTHER PURCHASED SERVICES...15.80. **Total Claims August 2025 \$7,718.50; July 2025 Payroll \$103,251.69 & Benefits \$29,454.83; Grand Total Expenditures \$140,425.02. ALL VOTED YES.**

**Action # 26-06 - Reorganization Motion for 2025-2026 school term** – McManus moved seconded by Vogel to approve the following reorganization motions for the 2025-2026 school term.

- Designate First Interstate Bank, FIT and Security State Bank as the official depositories for the Cooperative Funds.
- Designate the Business Manager to be custodian of all financial accounts.
- Designate KSB School Law firm as the Cooperative's attorney.
- Designate the Argus Leader as official newspaper.
- 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.
- Designate the Director to be administrator of all Federal programs.
- Approve placing the signatures of current Board President, Vice-President, Business Manager and Director names on the Cooperative's bank signature cards.
- 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.
- 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.
- Appoint Business Manager Selken as the Title IX coordinator.
- 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 #26-07 – South Dakota open meeting laws were reviewed.**

McAreavey declared board in recess from 10:09A.M. -10:13 A.M. because of technical issues.

**Action # 26-08 - Approve returning Paraprofessional letters of employment** – Stiefvater moved second by Hofer to approve the returning Paraprofessional letters of employment for the following: Cheryl Donelan at \$21.23; Kyla Laursen at \$19.75 per hour; April Roth at \$18.50 per hour and Wendy Miller at \$20.30 per hour for the 2025-2026 school term. **ALL VOTED YES.**

**Action # 26-09 - Approve staff conflict of interest disclosure** – A disclosure from Alicia Peterson (USF) was shared. Vogel moved seconded by Schmidt to approve the Staff Conflict of Interest Disclosures and determined that no conflicts exist with regard to the activities as long as the policy and guidelines set by the Director are followed. **ALL VOTED YES.**

**Action #26-10 - Approve Cooperative Budget** – Schmidt moved seconded by Vogel to approve the Cooperative Budget for the 2025-2026 school term as presented. The budget presented for adoption includes modifications to the revenue and expenditures. The revenue changes include 4175 IDEA Part B 611 - decrease to \$814,456.00; 4186 - decrease to \$44,285.00. EXPENDITURES - Special Education - 1226 Early Childhood decrease to \$427,981.43; 2142 Psychological Services increase to \$201,270.06; 2152 Speech/Language/Hearing increase to \$777,385.70; 2311 Insurance Services decrease to \$14,951.82; 2529 Fiscal Services increase to \$132,615.11; 2710 Administrative Services increase to \$195,918.64; and 3720 Non-Public Support Services decrease to \$6,884.00. The use of the fund balance was decreased from \$114,276.29 in the preliminary budget to \$109,992.47 because of these changes. **ALL VOTED YES.**

**Action #26-11 - Approve amended background check policy** – Stiefvater moved seconded by McManus to approve the amended background check policy. **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, reimbursements and updated brochures; e) IEP workshops and f) Totem PD.

**Action # 26-12- Adjournment** – At 10:40 A.M. Vogel moved seconded by Stiefvater to adjourn the Board of Directors Meeting with the next Advisory Board Meeting to be held on Wednesday, September 17, 2025 at 9:45 A.M., at the Cornbelt Cooperative office in Sioux Falls, SD. **ALL VOTED YES.**

**Gross Salaries for the 2025-2026 School Term:** Early Childhood Teachers: Brooke Braun \$60,398; April Johnston \$64,199; Brenda Kocer \$59,022; Erin Healy \$58,413. **Speech-Language Pathologists:** Morgen Carlson \$35,000; Colleen Cleveland \$71,721; Emily Neugebauer \$63,097; Echo Deelstra \$65,112; Sarah Fergen (SLPA) \$25,173; Jenna Miller \$67,751; Robyn Randall \$69,183; Lori Tschetter \$69,183; Jennifer Zulk \$71,010. **65% Psychologist & 35% ECSE/SLP Coordinator:** Alicia Peterson \$86,610. **Psychologist:** Abbie Wiebers \$68,420. **Business Manager & Medicaid Billing Agent:** Pamela Selken \$55,580. **Administrative Secretary:** Jessica McIlravy \$21.25/hour. **Director:** Dean Kueter \$131,960.

  
Pamela Selken, Business Manager

  
Jason McAreavey, President Board of Directors

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