

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 14th, 2018 at 9:45 A.M. The following members were present: Bridgewater-Emery - Harberts; Freeman - Hofer and Kunz; Hanson - Jarding and Bridge; Marion - Schmidt and Colberg; McCook Central - Eichacker and Dr. Thaler; Montrose - Miles and Johnson. Also in attendance were Dean Kueter, Director; and Pamela Selken, Business Manager. Absent: Bridgewater-Emery - Bailey; Canistota - Larson and Nebelsick; Ethan - Neugebauer and Eckstaine; and Parker - Chester and 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 9:45 A.M. President Eichacker called the meeting to order, had the roll called, and determined a quorum was established for conducting business.

Action # 18-01 - Agenda - Jarding moved seconded by Hofer to approve the August 14th, 2018 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 # 18-02 - 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. **ALL VOTED YES.**

Director Kueter turned the meeting over to President Eichacker.

Election of Vice-President - Hofer nominated Jason Chester for Vice-President of the Board of Directors seconded by Eichacker. **ALL VOTED YES.**

Action # 18-03 - Minutes - Hofer moved second by Miles to approve the Minutes for the June 12th, 2018 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 # 18-04 - Financial Reports - Harberts moved seconded by Jarding to approve the following monthly Financial Reports as presented:

June 2018: General Fund Beginning Balance: \$6,995.03; **Revenue - Perkins:** \$806.00; **Expenditures:** \$3,990.00; **Closing Balance:** \$3,811.03. **June 2018: SPED Fund Beginning Balance:** \$760,148.64; **Revenue - Interest:** \$100.59; **Other:** \$2,785.00; **IDEA 611:** \$54,326.00; **IDEA 619:** \$3,442.00; **Expenditures:** \$107,658.49; **Closing Balance:** \$713,143.74. **ALL VOTED YES.**

July 2018: General Fund Beginning Balance: \$3,811.03; **Revenue - Perkins:** \$4,162.00; **Expenditures:** \$1,489.91; **Closing Balance:** \$6,483.12. **July 2018: SPED Fund Beginning Balance:** \$713,143.74; **Revenue - Interest:** \$98.63; **Local Shared Assessment:** \$145,249.48; **IDEA 611:** \$55,108.00; **IDEA 619:** \$3,442.00; **Expenditures:** \$133,682.53; **Closing Balance:** \$783,359.32. **ALL VOTED YES.**

Action # 18-05 - Monthly Claims - Jarding moved seconded by Hofer to approve the following Monthly Claims as presented:

July 2018 Claims: General Fund: McCook Central..travel..1,114.91; Stan Houston..other non-consum.supplies..375.00. **SPED Fund:** A&B Business..repairs & main..160.85; Anderson Publications..printing & binding..215.00; Area II Superintendents..dues & fees..100.00; ASB Property/Liability Fund..insurance & judgements..18,444.00; ASB Workers' Comp Fund..worker's comp insurance..3,132.00; ASBSD..dues & fees..775.00; Bruna..travel..404.20; Cleveland..travel..105.28; Council for Exceptional Children..dues & fees..175.00; Crisis Prevention Institute..dues & fees..150.00; Deelstra..travel..36.66; Dow Rummel Village..rentals..1,157.32; Graves It Solutions..other purchased services..300.00; Great Western Bank Fiduciary Fund..postage..216.00; Great Western Bank Fiduciary Fund..non-tech supplies..43.07; Great Western Bank Fiduciary Fund..registration fees..(35.00); Johnston..travel..253.80; Kocer..travel..71.44; Kueter..communication..56.40; Kueter..travel..245.81; Midcontinent..communication..230.54; Miller..travel..312.55; NASP..dues & fees..630.00; Ramkota Hotel..travel..95.00; ASBSD Psychologists..dues & fees..135.00; Software Unlimited..computer software..3,700.00; Swier Law Firm..other professional & tech services..270.00; Thrive School Nutrition..non-tech supplies..35.60; Weber..travel..234.53; Woltzen..travel..14.10; Zulk..travel..48.88. **Total Claims July 2018 \$33,202.94; June 2018 Payroll \$76,290.40; & Benefits \$21,590.08; Grand Total Expenditures \$131,083.42.**

August 2018 Claims: General Fund: Amazon..other non-consum.supplies..236.07; CAERT, Inc..other non-consum.supplies..219.99; EWELL Educational Services..other non-consum.supplies..295.00; Knowledge Matters..other non-consum.supplies..1,590.00; NASCO..other non-consum.supplies..449.40; Realityworks..other non-consum.supplies..2,353.30; Star Laser Creations..other non-consum.supplies..2,300.00. **SPED Fund:** A&B Business..repairs & main..160.85; Amazon..non-tech supplies..207.36; Amazon..other non-consum.supplies..42.99; Anderson Publications..printing & binding..500.00; Apple Inc..computer equipment..4,289.50; Area II Superintendents..dues & fees..175.00; Arrow Resort & Conference at Cedar Shore..203.90; Bruna..travel..214.32; Cleveland..travel..52.64; Constructive Playthings..other non-consum.supplies..98.87; Crisis Prevention Institute..other professional & tech services..3,136.00; Dow Rummel Village..rentals..1,157.32; Educational Testing Service..other professional & tech services..55.00; Houghton Mifflin Harcourt..other non-consum.supplies..53.64; Houghton Mifflin Harcourt..non-tech supplies..897.44; Johnston..travel..168.73; Kaplan Early Learning Company..other non-consum.supplies..169.82; Kocer..travel..53.58; Kueter..communication..56.40; Kueter..travel..108.10; Lakeshore Learning..other non-consum.supplies..172.96; Lakeshore Learning..non-tech

**MINUTES AND PROCEEDINGS
OF THE CORNBELT EDUCATIONAL COOPERATIVE**

supplies..6.99; LRP Publications..non-tech supplies..37.45; Midcontinent..communication.. 231.30; Miller..travel..267.90; Mitchell Area Superintendents' Association..dues & fees..60.00; Multi-Health Systems..non-tech supplies..224.40; Oriental Trading..non-tech supplies..48.93; PEARSON Clinical Assessment..non-tech supplies..1,738.20; PEARSON Clinical Assessment..other non-consum. supplies..1,797.00; Peterson..other professional & tech services..1,500.00; PRO-Ed..other non-consum.supplies..55.00; Riverside Tech..computer equipment..629.00; School Specialty..other non-tech supplies..727.47; SD Association of Business Officials..dues & fees..75.00; Smile Makers..non-tech supplies..62.91; Speech Corner..other non-consum.supplies..310.32; Super Duper..other non-consum.supplies..1,526.99; Teacher Direct..non-tech supplies..91.48; Tschetter..travel..138.18; Weber..travel..138.65; Zulk..travel..26.32. **Total Claims August 2018 \$29,111.67; July 2018 Payroll \$79,559.29; & Benefits \$22,410.21; Grand Total Expenditures \$131,081.17.**

Action # 18-06 - Reorganization Motion for 2018-2019 school term - Miles moved seconded by Hofer to approve the following reorganization motion for the 2018-2019 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 Swier Law Firm 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 # 18-7 - Approve the returning Paraprofessional letters of employment - Harberts moved seconded by Schmidt to approve the returning Paraprofessional letters of employment for the following: Kyla Larson at \$12.75 per hour; Jessica McIlravy at \$12.75 per hour; Wendy Miller at \$13.30 per hour; Karen Peters at \$13.30 per hour; and Delle Thompson at \$12.75 per hour for the 2018-2019 school term. **ALL VOTED YES.**

Action # 18-8 - Approve staff conflict of interest disclosures - Disclosures were shared from Jenna Miller (Aegis Therapies) and Rick Picasso (EDEC, McCrossans, SF Catholic, and SDSU). Schmidt moved seconded by Hofer 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 # 18-9 - Approve psychological services contracts - Hofer moved seconded by Harberts to approve psychological services contracts with the South Central Cooperative and with the Tea Area School District. **ALL VOTED YES.**

Director Kueter presented the 2018-2019 budget for adoption. After discussion the following action item was introduced.

Action # 18-10 - Approve Cooperative Budget - Hofer moved seconded by Jarding to approve the Cooperative Budget for the 2018-2019 school term. **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 # 18-11 - Adjournment - At 10:38 A.M. Schmidt moved seconded by Hofer to adjourn the Board of Directors Meeting with the next Advisory Board Meeting to be held on Wednesday, September 19th, 2018 at 9:45 A.M., at the Cornbelt Cooperative office in Sioux Falls, South Dakota. **ALL VOTED YES.**

Gross Salaries for the 2018-2019 School Term: Early Childhood Teachers: Robyn Bruna \$51,136; April Johnston \$47,625; Brenda Kocer \$42,925. **Speech-Language Pathologists:** Colleen Cleveland \$51,436; Echo Deelstra \$44,925; Sarah Fouberg (SLPA) \$31,025; Jenna Miller \$47,525; Robyn Randall \$51,436; Lori Tschetter \$51,436; Jennifer Zulk \$50,736. **65% Psychologist & 35% ECSE/SLP Coordinator:** Alicia Peterson \$60,625. **Psychologists:** Amanda Creviston \$61,125; Richard Picasso \$69,025. **Business Manager & Medicaid Billing Agent:** Pamela Selken \$41,725. **Administrative Secretary:** Michelle Haagenstad \$30,725. **Director:** Dean Kueter \$100,300.



Pamela Selken, Business Manager



David Eichacker, President Board of Directors

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