

**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 office in Sioux Falls, South Dakota on Tuesday, December 13<sup>th</sup>, 2016 at 9:45 A.M. The following members were present: Bridgewater-Emery - Harberts and Bailey; Canistota - Larson and Nebelsick; Freeman - Hofer and Hotchkiss; Hanson - Jarding and Bridge; Marion - Luke and Colberg; McCook Central - Eichacker and Dr. Swartos; Montrose - Van Ruler and Johnson; Parker - Chester and Dr. DeBoer. Also in attendance were Randy Schoenfish, CPA; Dean Kueter, Director; Tressie Reski, Business Manager; and Jody Taylor, Tea Area SPED Director. Absent: Tea Area - Lundin and Dr. Lowery.

At 9:50 A.M. President Eichacker called the meeting to order, had the roll called, and determined a quorum was established for conducting business.

**Action # 16-33 - Agenda** - Jarding moved seconded by Van Ruler approve the December 13<sup>th</sup>, 2016 Agenda as presented. **ALL VOTED YES.**

Next, Randy Schoenfish, CPA presented an overview of the FY2016 Audit Report to the Board.

Secondly, President Eichacker asked for any possible conflict of interest disclosures. There were none presented.

**Action # 16-34 - Approve Advisory Board Minutes** - Larson moved seconded by Luke to approve the November 16<sup>th</sup>, 2016 Advisory Board Minutes as presented. **ALL VOTED YES.**

**Action # 16-35 - Financial Reports** - Chester moved seconded by Van Ruler to approve the following monthly Financial Reports as presented:

**November 2016: General Fund Beginning Balance:** \$(19,781.12); **Revenue - Perkins:** \$26,775.00; **Expenditures:** \$2,176.40 **Closing Balance:** \$4,817.48. **November 2016: SPED Fund Beginning Balance:** \$614,113.58; **Revenue - Interest:** \$87.87; **Other:** \$98.80; **IDEA 611:** \$191,442.00; **IDEA 619:** \$7,155.00; **Expenditures:** \$121,965.34; **Closing Balance:** \$690,931.91. **ALL VOTED YES.**

**Action # 16-36 - Monthly Claims** - Jarding moved seconded by Luke to approve the following Monthly Claims as presented:

**December 2016 Claims: General Fund:** Bridgewater-Emery..travel..798.28; Bridgewater-Emery..registration fee..890.00; HP Inc..computer equipment..900.95. **Imprest Fund:** Postmaster..non-tech supplies..300.00. **SPED Fund:** A&B Business..repairs & maintenance..156.95; Amazon..non-tech supplies..43.59; Bruna..travel..47.94; Cleveland..travel..161.21; Constructive Playthings..non-tech supplies..62.63; Creviston..travel..348.74; Deelstra..travel..97.76; Dow Rummel..rentals..1,145.83; Holmes..travel..121.26; Home Federal Fiduciary Fund..postage..300.00; Johnston..travel..264.14; Kocer..travel..120.32; Kueter..travel..257.44; Lyons..travel..12.69; Midcontinent..communication..217.73; Miller..travel..24.44; Petersen..travel..56.40; Peterson..travel..403.26; Picasso..travel..438.51; School Specialty..non-tech supplies..20.29; Sengos..travel..47.94; TASC..other professional & tech services..199.20; Tschetter..non-tech supplies..50.55; Walmart..non-tech supplies..167.27; Woltzen..travel..87.42. **Total Claims December 2016 \$7,742.74; November Payroll \$91,995.87; and Benefits \$25,674.39; Grand Total Expenditures \$125,413.00.**

**Action # 16-37 - Approve the FY16 audit report** - Larson moved seconded by Van Ruler to approve the FY16 audit report (accepted by the department of legislative audit on October 4<sup>th</sup>, 2016). **ALL VOTED YES.**

**Action # 16-38 - Approve adding Alan Van Ruler on the Cooperative's bank signature cards** - Chester moved seconded by Luke to approve adding Alan Van Ruler on the Cooperative's bank signature cards. **ALL VOTED YES.**

**Action # 16-39 - Adopt Conflict of Interest disclosure and authorization policy** - Van Ruler moved seconded by Jarding to adopt the conflict of interest disclosure and authorization policy. **ALL VOTED YES.**

**Action # 16-40 - Approve the memorandum of understanding** - Luke moved seconded by Van Ruler to approve the MOU approving the one-time lump sum payment of \$73,680 to South Dakota School District Benefit Fund to eliminate the on-going health fund deficit. The Cornbelt assessment is based off of our enrollment of 6 family plans and 12 single plans on June 30<sup>th</sup>, 2015. **ALL VOTED YES.**

**Action # 16-41 - Approve indirect cost rate** - Hofer moved seconded by Larson to approve the SD DOE indirect cost rate for fiscal years 2017-2021 of 4.35% restricted and 4.53% non-restricted. **ALL VOTED YES.**

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**Action # 16-42 - Accept the resignation of Heather Westerman** - Larson moved seconded by Jarding to accept the resignation of Heather Westerman as Para-professional effective December 22<sup>nd</sup>, 2016. **ALL VOTED YES.**

**Action # 16-43 - Accept the resignation of Carol Woltzen** - Harberts moved seconded by Van Ruler to accept the resignation of Carol Woltzen as .4 FTE ECSE and Speech Coordinator. **ALL VOTED YES.**

**Action # 16-44 - Acknowledge receipt of notification from the Tea Area School District** - Jarding moved seconded by Luke to acknowledge receipt of notification from the Tea Area School District of exiting the Cornbelt Cooperative effective June 30<sup>th</sup>, 2017. **ALL VOTED YES.**

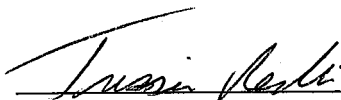
**Action # 16-45 - Set admittance fee** - Van Ruler moved seconded by Jarding to set an admittance fee maximum amount of \$42,000 for the possibility of Ethan joining the Coop and authorize Director Kueter to communicate terms and conditions of becoming a member. **ALL VOTED YES.**

Next, President Eichacker appointed himself, Dr. Donovan DeBoer, and Don Hotchkiss to the Board's Negotiations Team.

**Action # 16-46 - Approve re-employment of Cooperative Director** - Chester moved seconded by Larson to re-employ Mr. Kueter and offer him a two year contract with his current contract provisions for the 2017-2018 and 2018-2019 school terms, with salary to be determined at a later date. **ALL VOTED YES.**

Lastly, Mr. Kueter discussed the following items with the Board: a) December 1<sup>st</sup> Child Count; b) Medicaid Billing update; c) Special education funding; d) Possible legislation; and e) The report to the legislature on educational cooperatives.

**Action # 16-47 - Adjournment** - At 11:10 A.M. Larson moved seconded by Luke to adjourn the Board of Director's Meeting with the next Advisory Board Meeting to be held on Wednesday, January 18<sup>th</sup>, 2017 at 9:45 A.M., at the Cornbelt Cooperative office in Sioux Falls, South Dakota. **ALL VOTED YES.**

  
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Tressie Reski, Business Manager

  
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David Eichacker, Board of Director's President

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