

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 10, 2021 at 9:45 A.M. The following members were present: Bridgewater-Emery – Harberts and Bailey (Zoom @ 10:00); Canistota – Keller (Zoom) and Ortman (Zoom); Ethan - Vogel; Freeman – Andersen (Zoom); Hanson – Jarding; McCook Central - Stiefvater; Montrose – McAreavey; and Parker – Chester and Dr. DeBoer (@ 10:00). Also in attendance were Dean Kueter, Director and Pamela Selken, Business Manager. Absent: Ethan – Hawkins; Freeman – Tietje; Hanson - Bridge; Marion - Schmidt and Froke; McCook Central - Alley; and 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 9:49 A.M. President Jarding called the meeting to order, had the roll called, and determined a quorum was established for conducting business.

Action # 22-01 - Agenda - Amend #11 on the August 10, 2021 Agenda to include "and returning Paraprofessional letters of employment". Chester moved seconded by Harberts to amend and approve. **ALL VOTED YES.**

President Jarding 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 # 22-02 - 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 Stiefvater. There were no other nominations. **ALL VOTED YES.**

Director Kueter turned the meeting over to President Jarding.

Election of Vice-President - Stiefvater nominated Jason Chester for Vice-President of the Board of Directors seconded by McAreavey. There were no other nominations. **ALL VOTED YES.**

Action # 22-03 - Minutes - Stiefvater moved second by Vogel to approve the Minutes for the June 10, 2021 Advisory Board meeting as presented. **ALL VOTED YES.**

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

Action # 22-04 - Financial Reports - Harberts moved seconded by Chester to approve the following monthly Financial Reports as presented:

June 2021: General Fund Beginning Balance: \$7,907.16; **Closing Balance:** \$7,907.16. **SPED Fund Beginning Balance:** \$808,490.99; **Revenue - Interest:** \$6.54; **Other:** \$500.00; **IDEA 611:** \$62,350.00; **IDEA 619:** \$3,544.00; **Expenditures:** \$106,546.77; **Closing Balance:** \$768,344.76.

July 2021: General Fund Beginning Balance: \$7,907.16; **Closing Balance:** \$7,907.16. **SPED Fund Beginning Balance:** \$768,344.76; **Revenue - Interest:** \$6.27; **Local Shared Assessment:** \$124,843.50; **GEER 1:** \$21,938.67; **Expenditures:** \$147,085.84; **Closing Balance:** \$768,047.36. **ALL VOTED YES.**

Action # 22-05 - Monthly Claims - Stiefvater moved seconded by Vogel to approve the following Monthly Claims as presented:

July 2021 Claims: SPED Fund: AMAZON...CONSUMABLE SUPPLIES...284.07; AMAZON...OTHER NON-CONSUMABLE SUPPLIES...227.04; AMAZON...Non-Technology Supplies...20.99; APPLE INC...OTHER NON-CONSUMABLE SUPPLIES GEER I...1,424.00; ARGUS LEADER...COMMUNICATION... 218.70; ARTHUR J. GALLAGHER RISK MANAGEMENT SERVICES INC....DUES AND FEES...1,572.00; ASB PROPERTY/LIABILITY FUND...INSURANCE AND JUDGEMENTS...13,159.00; ASB WORKERS' COMPENSATION FUND...WORKER'S COMPENSATION INSURANCE...3,515.00; ASSOCIATED SCHOOL BOARDS OF SD...DUES AND FEES...775.00; BRAA...OTHER PROFESSIONAL & TECH SERVICES...25.00; BRAUN...TRAVEL-ESY...56.40; BRUNA...TRAVEL-ESY...269.78; CENTURY BUSINESS PRODUCTS...REPAIRS AND MAINTENANCE SERVICES IDEA...147.32; CLEVELAND...TRAVEL-ESY...125.49; DEELSTRA ...TRAVEL-ESY...174.84; DOWRUMMEL VILLAGE...RENTALS...1,163.11; GRAVES IT SOLUTIONS...OTHER NON-CONSUMABLE SUPPLIES...300.00; JOHNSTON...TRAVEL-ESY...245.34; KOCER...TRAVEL-ESY...116.56; KUETER...COMMUNICATION...59.80; KUETER...TRAVEL...430.99; LAKESHORE LEARNING...OTHER NON-CONSUMABLE SUPPLIES...324.73; THE LODGE AT DEADWOOD...TRAVEL...429.00; LYNN, JACKSON, SHULTZ, & LEBRUN, P.C....OTHER PROFESSIONAL & TECH SERVICES...1,396.00; MILLER...TRAVEL-ESY...179.07; NASP...DUES AND FEES...220.00; OWL LABS...OTHER NON-CONSUMABLE SUPPLIES GEER I...999.00; PARENT INSTITUTE...PERIODICALS...488.00; PEARSON CLINICAL ASSESSMENT...OTHER NON-CONSUMABLE SUPPLIES GEER I...2,906.40; RIVERSIDE INSIGHTS...OTHER NON-CONSUMABLE SUPPLIES GEER I...1,868.99; RIVERSIDE TECHNOLOGIES INC....COMPUTER SOFTWARE (ADMINISTRATIVE)...748.00; SASD...DUES AND FEES...1,290.00; SCHOLASTIC MAGAZINE... PERIODICALS...387.09; SOFTWARE UNLIMITED INC...COMPUTER SOFTWARE (ADMINISTRATIVE)...3,995.00; SOUTH DAKOTA NEWSPAPER ASSOCIATION...ADVERTISING...170.00; SPEECH CORNER...OTHER NON-CONSUMABLE SUPPLIES...226.37; TEACHER SYNERGY, LLC... OTHER NON-CONSUMABLE SUPPLIES...202.40; TOTEM PD...OTHER PROFESSIONAL & TECH SERVICES...995.00; VAST BROADBAND...COMMUNICATION...158.57. **Total Claims July 2021 \$41,294.05; June 2021 Payroll \$79,053.86 & Benefits \$23,543.26; Grand Total Expenditures \$143,891.17.**

August 2021 Claims: IMPREST Fund: DCI...Non-Technology Supplies...43.25; VISA...Non-Technology Supplies...126.93. **SPED Fund:** AMAZON...OTHER NON-CONSUMABLE SUPPLIES...125.90; AREA II SUPERINTENDENTS...DUES AND FEES...175.00; ARROWWOOD RESORT & CONFERENCE CENTER AT CEDAR SHORE...TRAVEL...232.90; BRAUN...TRAVEL-ESY...44.09; BRUNA...TRAVEL-ESY...295.16; CENTURY BUSINESS PRODUCTS...REPAIRS AND MAINTENANCE SERVICES IDEA...147.32; CLEVELAND...TRAVEL-ESY...119.38; DEELSTRA...TRAVEL-ESY...87.42; DOWRUMMEL VILLAGE...RENTALS...1,163.11; GREAT WESTERN FIDUCIARY FUND...ADVERTISING...99.00; GREAT WESTERN FIDUCIARY FUND...Non-Technology Supplies...27.93; GREAT WESTERN FIDUCIARY FUND...OTHER PROFESSIONAL & TECH SERVICES...43.25; HIGH PLAINS TECHNOLOGY...OTHER NON-CONSUMABLE SUPPLIES GEER I...701.00; JOHNSTON ...TRAVEL-ESY...197.40; KOCER...TRAVEL-ESY...20.68; KUETER...COMMUNICATION...44.42; KUETER...TRAVEL...148.05; LEADER PRINTING...PRINTING AND BINDING...245.26; MIDWEST SPECIAL INSTRUMENTS...OTHER NON-CONSUMABLE SUPPLIES GEER I...989.81; MILLER...TRAVEL-ESY...125.49; MITCHELL AREA SUPERINTENDENTS' ASSOCIATION...DUES AND FEES...60.00; PRO-ED... INC....OTHER NON-CONSUMABLE SUPPLIES GEER I...1,246.30; RIVERSIDE INSIGHTS...Non-Technology Supplies...753.50; SCHOOL SPECIALTY, INC...Non-Technology Supplies...271.71; SCHOOL SPECIALTY, INC...OTHER NON-CONSUMABLE

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SUPPLIES...282.65; SCHOOL SPECIALTY, INC...CONSUMABLE SUPPLIES...64.28; SD TEACHER PLACEMENT CENTER...ADVERTISING...435.00; SUPER DUPER PUBLICATIONS...OTHER NON-CONSUMABLE SUPPLIES...559.29. **Total Claims August 2021 \$8,875.48; July 2021 Payroll \$81,852.42 & Benefits \$23,939.37; Grand Total Expenditures \$114,667.27. ALL VOTED YES.**

Action # 22-06 - Reorganization Motion for 2021-2022 school term - Harberts moved seconded by Stiefvater to approve the following reorganization motion for the 2021-2022 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 Jason McAreavey 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 #22-07 – Approve employment contract – Chester moved seconded by Stiefvater to approve employment contract (158 days) of Tamora Dalin, SLP effective August 16, 2021.

Action # 22-08 – Accept Resignation - Harberts moved seconded by McAreavey to accept the resignation of Haleigh Janquart as ECSE paraprofessional. **ALL VOTED YES.**

Action # 22-09 – Approve Paraprofessional employment of Margie Peters and returning Paraprofessional letters of employment - Stiefvater moved seconded by Chester to approve the employment of Margie Peters as paraprofessional for the ECSE classroom in the Bridgewater-Emery school district at \$14.20 per hour effective August 26, 2021 and the returning Paraprofessional letters of employment for the following: Kyla Larson at \$15.45 per hour; Jessica McIlravy at \$15.45 per hour; Wendy Miller at \$16.00 per hour for the 2021-2022 school term. **ALL VOTED YES.**

Action # 22-10 - Approve staff conflict of interest disclosure – A disclosure was shared from Alicia Peterson (USF). Vogel moved seconded by McAreavey to approve the Staff Conflict of Interest Disclosure and determined that no conflict exists with regard to the activity as long as the policy and guidelines set by the Director are followed. **ALL VOTED YES.**

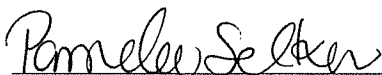
Director Kueter presented the 2021-2022 budget for adoption that included modifications from the preliminary budget presented at the June 10, 2021 Public Hearing in the following areas: EXPENDITURES - Special Education - 1226 Early Childhood increase to \$397,122.24, 2142 Psychological Services increase to \$19,2367.89, 2152 Speech/Language/Hearing increase to \$651,293.81, 2315 Legal Services increase to \$13,500.00, 2529 Fiscal Services increase to \$120,211.65, 2710 Administrative Services increase to \$166,704.25, and 3720 Non-Public Support Services increase to \$7,406. Total Appropriations Budget - Special Education increase to \$1,611,935.02. MEANS OF FINANCE – Special Education – 4175 IDEA Part B 611 - increase to \$739,855, 4186 IDEA Part B 619 - decrease to \$42,708.00, addition of 4192 IDEA Part B 611 ARP of \$163,806.00, and IDEA Part B 619 ARP of \$14,503.00. The use of the fund balance was decreased from \$136,756.13 in the preliminary budget to \$0 because of these changes. After discussion the following action item was introduced.

Action #22-11 - Approve Cooperative Budget - Stiefvater moved seconded by Harberts to approve the Cooperative Budget for the 2021-2022 school term as presented. **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) Totem PD.

Action # 22-12 - Adjournment – At 10:35 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 15, 2021 at 9:45 A.M., at the Cornbelt Cooperative office in Sioux Falls, SD. **ALL VOTED YES.**

Gross Salaries for the 2021-2022 School Term: Early Childhood Teachers: Brooke Braun \$46,210; Robyn Bruna \$55,466; April Johnston \$51,955; Brenda Kocer \$47,255. **Speech-Language Pathologists:** Colleen Cleveland \$57,266; Tammy Dalin \$50,736.84; Echo Deelstra \$50,755; Sarah Fergen (SLPA) \$34,550; Jenna Miller \$53,355; Robyn Randall \$57,266; Lori Tschetter \$57,266; Jennifer Zulk \$56,566. **65% Psychologist & 35% ECSE/SLP Coordinator:** Alicia Peterson \$71,050. **Psychologist:** Jaclyn Braa \$66,500. **Business Manager & Medicaid Billing Agent:** Pamela Selken \$45,550. **Administrative Secretary:** Juli Anderson \$17.85/hour. **Director:** Dean Kueter \$108,150.


Pamela Selken, Business Manager


Gary Jarding, President Board of Directors

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