

**MINUTES OF THE REGULAR BOARD MEETING OF THE  
CORE EDUCATIONAL COOPERATIVE  
BOARD OF DIRECTORS  
WEDNESDAY, NOVEMBER 6, 2024**

President C. Clites called the regular meeting of the Board of Directors of the Core Educational Cooperative to order at 10:00 a.m. on Wednesday, November 6, 2024, at CORE Educational Cooperative Office in Platte, SD.

Members present: Dylan Slate (Armour), Joel Johnson (Burke), Chad Clites (Corsica-Stickney), Lisa Pazour (Kimball), Veronica Gerard via Teams (Lyman), Dale Larsch (Mt. Vernon), Roxanne Summerville (Platte-Geddes), Jim Munsen (White Lake), and Ashley Dorris via Teams (Wolsey-Wessington).

Members absent: Matt Vandembark (Colome), Amy Keiser (Gregory), Lindsey Weich (Plankinton), and Dustin Weber (Wessington Springs).

Superintendents: Craig Holbeck via Teams (Armour), Betsy Rohde via Teams (Colome), Scott Muckey via Teams (Corsica-Stickney), Lezlie Larsen via Teams (Plankinton), Joel Bailey via Teams (Platte-Geddes), and Riley Donovan via Teams (Wolsey-Wessington).

Others present: Renee Thomas (Director) and Catrina Brown (Business Manager).

**Public Forum**

No action taken.

**Additional Agenda Items**

No additional agenda items were added.

**Approve Agenda**

Motion Mt. Vernon, seconded by Kimball approving the agenda. All members present voted aye. Motion carried.

**Approve Minutes from October 9, 2024**

Motion White Lake, seconded by Platte-Geddes approving the minutes from the regular meeting held on October 9, 2024. All members present voted aye. Motion carried.

**Approve Financial Reports**

Motion Burke, seconded by Lyman approving the report of cash transactions, payroll summary report, revenue summary, and expenditure reports dated October 31, 2024. All members present voted aye. Motion carried.

**Approve November 2024 Bills**

Motion Platte-Geddes, seconded by Kimball approving the following bills for payment:

Check #	Vendor Name	Account Number	Invoice Detail Description	Invoice Amount
3934	FIRST BANK & TRUST	10 2623 000 334	ED SPEC TRAVEL	\$ 368.01
3937	HOLIDAY INN EXPRESS HOTEL& SUITES	10 2623 000 334	ED SPEC TRAVEL; FOLIO #280452	\$ 218.00
5864	BOOS, MICHELLE	10 2623 000 334	ED SPEC MEALS	\$ 204.00
5867	BURKE, KARLA	10 2623 000 334	ED SPEC MEALS	\$ 136.00
5880	JOHNSON, VALERIE	10 2623 000 334	ED SPEC TRAVEL	\$ 291.98
3953	US BANK VOYAGER FLEET SYSTEMS	10 2623 000 413	ED SPEC FUEL	\$ 275.08
3943	MID CENTRAL EDUCATIONAL COOPERATIVE	10 5000 000 520	OFFICE LEASE PAYMENT	\$ 500.00
<b>Fund 10 Total:</b>				<b>\$ 1,993.07</b>
3933	CORSICA-STICKNEY SCHOOL DISTRICT	22 1223 000 325	PROGRAM RENT	\$ 1,000.00
3932	CORNER MARKET	22 1223 000 411	TRANSITION PROGRAM SUPPLIES	\$ 158.06
3953	US BANK VOYAGER FLEET SYSTEMS	22 1223 000 413	TRANSITION PROGRAM FUEL	\$ 207.31
3950	SEVERSON'S SERVICE	22 2126 000 413	ED EVAL OIL CHANGE - AMBER #41	\$ 69.95
3953	US BANK VOYAGER FLEET SYSTEMS	22 2126 000 413	ED EVAL FUEL	\$ 370.83
5861	HELBIG, KATE	22 2149 000 319	PSYCH SUPERVISION PAYMENT - MH	\$ 1,200.00
3953	US BANK VOYAGER FLEET SYSTEMS	22 2149 000 413	PSYCH FUEL	\$ 1,077.04
5889	ROTH, BRITNEY	22 2149 000 640	PSYCH DUES	\$ 96.00
3939	JAMES VALLEY EDUCATIONAL COOPERATIVE	22 2149 028 119	MENTAL HEALTH GRANT STIPEND	\$ 9,400.00
3939	JAMES VALLEY EDUCATIONAL COOPERATIVE	22 2149 028 210	MENTAL HEALTH GRANT BENEFITS	\$ 1,283.10
3934	FIRST BANK & TRUST	22 2159 000 334	SPEECH TRAVEL	\$ 278.26

5866	BRINK, BOBBI	22 2159 000 334	SPEECH TRAVEL	\$	1,234.81
3928	AMAZON	22 2159 000 411	SPEECH SUPPLIES	\$	257.72
3941	LEARNIX, LLC	22 2159 000 411	SPEECH SUBSCRIPTION	\$	792.54
3940	KENNEBEC TELEPHONE COMPANY	22 2159 000 413	SPEECH CAR REPAIR - JAMIE #20	\$	178.57
3945	NELSON'S MACHINE AND	22 2159 000 413	SPEECH OIL CHANGE - TANIA #38	\$	65.95
3947	OVERWEG AUTO, GLASS, &	22 2159 000 413	SPEECH OIL CHANGE AND WIPERS - TAYLA #24	\$	119.21
3947	OVERWEG AUTO, GLASS, & FUEL LLC	22 2159 000 413	SPEECH OIL CHANGE - LAURA #33	\$	86.00
3948	OVERWEG REPAIR	22 2159 000 413	SPEECH OIL CHANGE - MACI #28	\$	70.56
3950	SEVERSON'S SERVICE	22 2159 000 413	SPEECH BATTERY - JEN B #6	\$	193.95
3952	TOM'S AUTO SERVICE	22 2159 000 413	SPEECH FILTER REPAIR - MARIA #40	\$	55.03
3953	US BANK VOYAGER FLEET SYSTEMS	22 2159 000 413	SPEECH FUEL	\$	1,476.87
3930	ASHA C/O SUNTRUST BANK	22 2159 000 640	SPEECH DUES - WITT	\$	278.00
3930	ASHA C/O SUNTRUST BANK	22 2159 000 640	SPEECH DUES- BRINK	\$	278.00
3930	ASHA C/O SUNTRUST BANK	22 2159 000 640	SPEECH DUES - PALMER	\$	278.00
3953	US BANK VOYAGER FLEET SYSTEMS	22 2171 000 413	PT FUEL	\$	335.05
3953	US BANK VOYAGER FLEET SYSTEMS	22 2172 000 413	OT FUEL	\$	678.37
3934	FIRST BANK & TRUST	22 2213 000 319	SPEECH OUT OF STATE TRAVEL	\$	665.00
5884	LEHR, DAVE	22 2227 000 319	TECH SERVICES; INV #2636	\$	423.50
3929	ARMOUR SCHOOL DISTRICT	22 2319 000 334	BOARD TRAVEL	\$	40.20
3935	FORUM COMMUNICATIONS	22 2319 000 350	BOARD ADVERTISING	\$	210.12
3934	FIRST BANK & TRUST	22 2329 000 411	DIRECTOR SUPPLIES	\$	23.99
3953	US BANK VOYAGER FLEET SYSTEMS	22 2329 000 413	DIRECTOR FUEL	\$	118.92
3936	HANSON SCHOOL DISTRICT	22 2529 000 640	FISCAL DUES	\$	25.00
3946	NORTHWESTERN ENERGY	22 2549 000 321 001	OFFICE ELECTRICITY	\$	326.00
3931	CITY OF PLATTE	22 2549 000 321 002	OFFICE WATER AND SEWER	\$	74.91
3927	3D OIL & LP, LLC	22 2549 000 321 003	OFFICE PROPANE; INV #31358	\$	181.65
3944	MIDSTATE COMMUNICATIONS	22 2549 000 340	OFFICE PHONE	\$	377.08
3928	AMAZON	22 2549 000 411	OFFICE SUPPLIES	\$	440.74
3934	FIRST BANK & TRUST	22 2549 000 411	OFFICE SUPPLIES	\$	12.71
3949	QUILL CORPORATION	22 2549 000 411	OFFICE SUPPLIES	\$	233.16
3953	US BANK VOYAGER FLEET SYSTEMS	22 2765 000 334	B-3 FUEL	\$	129.28
3934	FIRST BANK & TRUST	22 2765 000 411	B-3 SUPPLIES	\$	23.99
<b>Fund 22 Total:</b>				<b>\$</b>	<b>24,825.43</b>
3942	MCCOOK CENTRAL SCHOOL DISTRICT	53 2226 000 319 201	EDGENUITY TUITION REFUND	\$	780.00
3951	SIOUX VALLEY SCHOOL	53 2226 000 319 201	EDGE COURSE REFUND	\$	110.00
5862	STEEVES, KELSEY	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	300.00
5863	ANDERSON, MERRETTA	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	790.00
5865	BREWER, LINDSEY	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	980.00
5868	CAMPBELL, BETTY	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	860.00
5869	CAMPBELL, MATTHEW	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	900.00
5870	DYK, ROXANE	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	290.00
5871	FETTE, NICOLE	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	870.00
5872	FITZGERALD, BRANDI	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	390.00
5873	FORESTER, ASHLEY	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	540.00
5874	FOUBERG, JOHN	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	210.00
5875	FRANK, STEPHANIE	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	870.00
5876	HANSEN, ANDREA	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	490.00
5877	HOHN, SARAH	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	370.00
5878	JENSEN, MICHELE	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	760.00
5879	JOHNSON, DILLON	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	780.00
5881	KELEHER, LORI	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	660.00

5882	KOUPAL, KAREN	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$ 1,770.00
5883	LARSON, ERIN	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$ 480.00
5885	MITTELSTEDT, RODNEY	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$ 1,280.00
5886	PUNT, KANDY	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$ 2,520.00
5887	RANG, SHELBY	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$ 370.00
5888	RANK, TORRI	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$ 1,240.00
5890	SCHAFFER, MAXWELL	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$ 990.00
5891	SCHELL, JENNIFER	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$ 1,150.00
5892	SCHNEIDER, MARY	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$ 980.00
5893	TEEL, APRIL	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$ 1,060.00
3954	VERIZON WIRELESS	53 2226 000 340	VS PHONE	\$ 52.88
3934	FIRST BANK & TRUST	53 2226 000 341	VS POSTAGE	\$ 24.40
3938	IMAGINE LEARNING LLC	53 2226 000 411 201	EDGE NUITY GENIUS FEE; 9INV #1029769	\$ 3,850.00
3934	FIRST BANK & TRUST	53 2226 000 411 202	BLACKBOARD SUPPLIES	\$ 334.32
3934	FIRST BANK & TRUST	53 2226 204 411	GW/PD SUPPLIES	\$ 23.99
<b>Fund 53 Total:</b>				<b>\$ 27,075.59</b>
<b>Report Total:</b>				<b>\$ 53,894.09</b>

All members present voted aye. Motion carried.

**Approve Other Payroll**

Motion White Lake, seconded by Mt. Vernon to approve the following other payroll:

<b>PAYROLL ITEMS THAT NEED APPROVAL BY THE GOVERNING BOARD</b>		
<b>November 6, 2024</b>		
<b>EMPLOYEE NAME</b>	<b>SERVICES</b>	<b>AMOUNT</b>
Betsy Shippy	Physical Therapy Services - October 2024	\$1,847.18
Darcie Langbehn	Speech Therapy Substitute - October 2024	\$200.00
<b>TOTAL TO BE APPROVED FOR NOVEMBER 20, 2024 PAYROLL</b>		<b>\$2,047.18</b>

All members present voted aye. Motion carried.

**Approve Reinvesting Virtual School CD**

No action taken. Business manager has authority from the board to invest funds on maturity date into a CD that will fit best with the financial needs of the Virtual School.

**Approve Potential Conflict of Interest per SDCL 3-23**

No conflict of interest forms were presented.

**Open Sealed Bids on Surplus Car**

Motion Kimball, seconded by Lyman to approve the bid from Kellie Stukel for the 2013 Chevrolet Impala (Inventory #: 1020) for the amount of \$5,517.00. All members present voted aye. Motion carried.

**Approve Bids for Snow Removal**

Motion Platte-Geddes, seconded by Mt. Vernon to approve the snow removal bid from Ringling Gravel and Construction LLC at the rates of \$80 per hour for skid loader, \$120 per hour for payload, and \$150 per hour to haul the snow away.

All members present voted aye. Motion carried.

**Approve contract for Speech Therapy Substitute**

Motion Platte-Geddes, seconded by Burke to approve the contract EMP2025-039 for Darcie Langbehn to provide speech therapy substitute services at the rate of \$50.00 per hour plus mileage reimbursement at the state rate. All members present voted aye. Motion carried.

**Review and Approve Amended Bylaws**

Motion White Lake, seconded by Kimball to approve following amendment to the bylaws:

**ADMINISTRATIVE ADVISORY BOARD:**

- 3.2.1 The Cooperative shall have an advisory board composed of the Superintendent from each member school district.
- 3.2.3 The Advisory Board shall meet on Monday of the first full week of each month.
- 3.2.5 The Advisory Board shall supervise the operation of the Cooperative in conjunction with the policies and procedures determined by the Governing Board. The Advisory Board shall make administrative recommendations to the Governing Board concerning employment of personnel, budgets, assessments, policies and procedures and other matters deemed necessary.
- 3.2.8 The Superintendent Advisory Board shall nominate one member to serve as a representative to attend the governing board meetings. The superintendent representative may participate in board discussions, but will not be a voting member of the Governing Board

All members present voted aye. Motion carried.

**Review and Approve Procurement Plan for Federal Grant Awards**

Motion Burke, seconded by Armour to approve the Procurement Plan for Federal Grant Awards as presented. All members present voted aye. Motion carried.

**Director’s Report**

No action taken.

**Next Meeting:**

Wednesday, December 4, 2024 at 10:00 a.m. at the CORE Educational Cooperative in Platte, SD.

**Adjourn**

Motion Kimball, seconded by Platte-Geddes to adjourn the meeting at 10:43 a.m. All members present voted aye. Motion carried.

<b>President</b>	<b>Business Manager</b>			
	<b>CORE Educational Cooperative</b>			
	<b>Report of Cash Transactions</b>			
	<b>October 31, 2024</b>			
			<b>As of 9/30/24</b>	<b>As of 10/31/24</b>
<b>Fund Totals:</b>				
CORE Educational Cooperative:			\$ 479,070.17	\$ 517,704.53
DIAL Virtual School:			\$ 1,596,624.66	\$ 1,936,743.11
			<b>\$ 2,075,694.83</b>	<b>\$ 2,454,447.64</b>
<b>Beginning Balance of First Fidelity Bank as of 10/1/2024:</b>				<b>\$ 803,192.98</b>
<b>Receipts:</b>				
	Fund 10 (General Fund)			\$ 600.00
	Fund 22 (Special Ed)			\$ 281,879.25
	Fund 22 (CORE Bank Account Interest 0.15%)			\$ 116.74
	Fund 53 (Virtual School)			\$ 419,265.00
		<b>Total Receipts:</b>		<b>\$ 701,860.99</b>
<b>Expenditures:</b>				
	Fund 10 (General Fund)			\$ 1,496.37
	Fund 22 (Special Ed)			\$ 16,242.63
	Fund 53 (Virtual School)			\$ 56,571.27
		<b>Total Expenditures:</b>		<b>\$ 74,310.27</b>
<b>Automatic Withdraw:</b>	ACH Monthly Payment (Fund 22)			\$ 10.00
		<b>Total Automatic Withdraw:</b>		<b>\$ 10.00</b>
<b>Payroll:</b>				
	Fund 10 (General Fund)			\$ 16,256.73
	Fund 22 (Special Ed)			\$ 210,535.87
	Fund 53 (Virtual School)			\$ 22,575.28
		<b>Total Payroll:</b>		<b>\$ 249,367.88</b>
<b>Ending Balance of First Fidelity Bank as of 10/31/2024:</b>				<b>\$ 1,181,365.82</b>
<b>Beginning Balance of CD in First Fidelity Bank as of 10/1/2024 (Fund 10)</b>				\$ 53,803.61
<b>Interest:</b>	Fund 10 (General Fund) - 18 months (Matures 4/12/26) 4.16%			\$ 579.97
<b>Ending Balance of CD in First Fidelity Bank as of 10/31/2024</b>				<b>\$ 54,383.58</b>
<b>Beginning Balance of CD in First Fidelity Bank as of 10/1/2024 (Fund 10)</b>				\$ 54,711.69
<b>Interest:</b>	Fund 10 (General Fund) - 10 months (Matures 2/15/25) 4.63%			\$ -
<b>Ending Balance of CD in First Fidelity Bank as of 10/31/2024</b>				<b>\$ 54,711.69</b>
<b>Beginning Balance of CD in First Fidelity Bank as of 10/1/2024 (Fund 53)</b>				\$ 227,221.79
<b>Interest:</b>	Fund 53 (Virtual School) - 24 months (Matures 11/17/24) 3.10%			\$ -
<b>Ending Balance of CD in First Fidelity Bank as of 10/31/2024</b>				<b>\$ 227,221.79</b>
<b>Beginning Balance of CD in First Fidelity Bank as of 10/1/2024 (Fund 53)</b>				\$ 521,289.14
<b>Interest:</b>	Fund 53 (Virtual School) - 10 months (Matures 3/13/25) 4.63%			\$ -
<b>Ending Balance of CD in First Fidelity Bank as of 10/31/2024</b>				<b>\$ 521,289.14</b>
<b>Beginning Balance of CD in First Fidelity Bank as of 10/1/2024 (Fund 53)</b>				\$ 415,475.62
<b>Interest:</b>	Fund 53 (Virtual School) - 10 months (Matures 7/9/25) 4.63%			\$ -
<b>Ending Balance of CD in First Fidelity Bank as of 10/31/2024</b>				<b>\$ 415,475.62</b>
<b>Ending Balance as of 10/31/2024</b>				<b>\$ 2,454,447.64</b>