

**MINUTES OF THE REGULAR BOARD MEETING OF THE  
CORE EDUCATIONAL COOPERATIVE  
BOARD OF DIRECTORS  
THURSDAY, SEPTEMBER 5, 2019**

President C. Clites called the regular meeting of the Board of Directors of the Core Educational Cooperative to order at 10:15 a.m. on Thursday, September 5, 2019, at CORE Educational Cooperative Office in Platte, SD.

Members present: Valerie Drey via Zoom Conferencing (Burke), Joel Koskan (Colome), Chad Clites (Corsica-Stickney), Karen Timanus via Zoom Conferencing (Gregory), Lisa Pazour (Kimball), Dale Larsch (Mt. Vernon), Ross VanZee (Platte-Geddes), and Chris Schimke via Zoom Conferencing (Wessington Springs).

Members absent: Tina Westendorf (Armour), Jason Heezen (Plankinton), Jim Munsen (White Lake), and Tara Hochhalter (Wolsey-Wessington).

Superintendents: Andrea Powell via Zoom Conferencing (Armour), Erik Person (Burke), Scott Muckey (Corsica-Stickney), Christopher Noid via Zoom Conferencing (Kimball), Pat Mikkonen (Mt. Vernon), Steve Randall (Plankinton), Joel Bailey (Platte-Geddes), Pandi Pittman via Zoom Conferencing (Wessington Springs), and Jennifer Boomsma-Kelsey via Zoom Conferencing (Wolsey-Wessington)

Others present: Valerie Johnson (Director), Catrina Brown (Business Manager), and Kristi Kafka (CORE School Psychologist).

**Public Forum**

No action taken.

**Additional Agenda Items**

Oath of Office for new board member was added to the agenda.

**Approve Amended Agenda**

Motion Colome, seconded by Kimball approving the amended agenda. Roll call vote was held with all members voting aye. Motion carried.

**Oath of Office per SDCL 3-1-5 for any new board members**

The Business Manager administered the oath of office per SDCL 3-1-5 to Chris Schimke, Wessington Springs.

**Approve Minutes from August 7, 2019 Meetings**

Motion Mt. Vernon, seconded by Colome approving the minutes of the meetings held on August 7, 2019. Roll call vote was held with all members voting aye. Motion carried.

**Approve Financial Reports**

Motion Gregory, seconded by Kimball approving the report of cash transactions, revenue summary report and expenditure reports dated August 31, 2019. Roll call vote was held with all members voting aye. Motion carried.

**Approve September 2019 Bills**

Motion Mt. Vernon, seconded by Colome approving the following bills for payment:

Check #	Vendor Name	Account Number	Invoice Detail Description	Invoice Amount
1585	MID CENTRAL EDUCATIONAL COOP	10 2535 000 520	OFFICE LEASE PAYMENT	\$ 500.00
1600	RAMKOTA HOTEL	10 2623 000 334	ED SPECIALIST TRAVEL- FOLIO #10052V	\$ 222.00
1610	US BANK VOYAGER FLEET SYSTEMS	10 2623 000 413	ED SPECIALIST FUEL	\$ 88.09
<b>Fund 10 Total:</b>				<b>\$ 810.09</b>
1592	PEARSON	22 2126 000 411	ED EVAL SUPPLIES	\$ 726.46
1593	PLATTE BODY SHOP	22 2126 000 413	ED EVAL WINDSHIELD-RENEE #6	\$ 499.10
1610	US BANK VOYAGER FLEET SYSTEMS	22 2126 000 413	ED EVAL FUEL	\$ 99.08
1574	GREGORY TIMES-ADVOCATE	22 2149 000 350	PSYCH ADVERTISING-SCREENING	\$ 43.75
1609	TRUE DAKOTAN	22 2149 000 350	PSYCH ADVERTISING-SCREENING	\$ 6.84
923	CALLAHAN, HILARY	22 2149 000 411	PSYCH SUPPLIES	\$ 10.64
1569	EDUCATIONAL ADVANTAGES, INC.	22 2149 000 411	PSYCH SUPPLIES; INV #615	\$ 1,620.00
1570	ESTR PUBLICATIONS	22 2149 000 411	PSYCH SUPPLIES; INV #28167	\$ 130.00
1571	FIRST BANK & TRUST	22 2149 000 411	PSYCH SUPPLIES	\$ 38.28
1592	PEARSON	22 2149 000 411	PSYCH SUPPLIES	\$ 2,578.61
1592	PEARSON	22 2149 000 411	PSYCH SUPPLIES-SCREENINGS	\$ 121.98

1594	PLATTE FOOD CENTER	22 2149 000 411	PSYCH SUPPLIES	\$	8.97
1597	QUILL CORPORATION	22 2149 000 411	PSYCH SUPPLIES	\$	75.99
923	CALLAHAN, HILARY	22 2149 000 413	PSYCH TIRE REPAIR	\$	26.05
1601	ROG'S AUTO INC.	22 2149 000 413	PSYCH CAR REPAIR - KRISTI #12	\$	195.40
1607	SEVERSON'S SERVICE	22 2149 000 413	PSYCH CAR REPAIR - ALISHA #9	\$	249.38
1610	US BANK VOYAGER FLEET SYSTEMS	22 2149 000 413	PSYCH FUEL	\$	464.03
926	RUBENDALL, JAYNE	22 2149 000 640	PSYCH DUES	\$	210.00
927	SIBBEL, ERIN	22 2149 000 640	PSYCH DUES-NASP	\$	165.00
1611	VERIZON WIRELESS	22 2159 000 340	SPEECH MIFI	\$	40.01
1574	GREGORY TIMES-ADVOCATE	22 2159 000 350	SPEECH ADVERTISING- SCREENING	\$	43.75
1609	TRUE DAKOTAN	22 2159 000 350	SPEECH ADVERTISING- SCREENING	\$	6.84
1561	ACADEMIC THERAPY PUBLICATIONS	22 2159 000 411	SPEECH SUPPLIES- TOLD - P:5 KIT	\$	445.50
1562	APPLE INC	22 2159 000 411	SPEECH SUPPLIES-APPS FOR IPADS	\$	600.00
1592	PEARSON	22 2159 000 411	SPEECH SUPPLIES	\$	748.21
1592	PEARSON	22 2159 000 411	SPEECH SUPPLIES- SCREENINGS	\$	121.99
1597	QUILL CORPORATION	22 2159 000 411	SPEECH SUPPLIES	\$	50.46
1588	NELSON'S MACHINE AND WELDING	22 2159 000 413	SPEECH OIL CHANGE - TANIA #21	\$	41.95
1590	OVERWEG REPAIR	22 2159 000 413	SPEECH CAR REPAIR - TAYLA #8	\$	148.65
1610	US BANK VOYAGER FLEET SYSTEMS	22 2159 000 413	SPEECH FUEL	\$	590.37
1611	VERIZON WIRELESS	22 2171 000 340	PT MIFI	\$	40.01
1571	FIRST BANK & TRUST	22 2171 000 411	PT SUPPLIES-BATTERIES	\$	11.99
1610	US BANK VOYAGER FLEET SYSTEMS	22 2171 000 413	PT FUEL	\$	167.53
1571	FIRST BANK & TRUST	22 2171 000 640	PT WORKSHOP FEE	\$	189.00
1580	KELLY'S AUTO PARTS	22 2172 000 413	OT CAR REPAIR-SONA #2	\$	263.54
1610	US BANK VOYAGER FLEET SYSTEMS	22 2172 000 413	OT FUEL	\$	219.50
1571	FIRST BANK & TRUST	22 2172 000 640	OT WORKSHOP FEE	\$	378.00
924	LEHR, DAVE	22 2227 000 319	TECH SERVICES; INV #2137	\$	713.75
1563	ARMOUR CHRONICLE	22 2319 000 350	BOARD ADVERTISING	\$	170.66
1571	FIRST BANK & TRUST	22 2319 000 411	BOARD SUPPLIES	\$	201.96
1572	FIRST DAKOTA INDEMNITY COMPANY	22 2319 000 651	WORKERS COMP INSURANCE 18- 19	\$	469.00
1599	RAMADA HOTEL & SUITES SIOUX FALLS	22 2329 000 334	DIRECTOR TRAVEL - INV #864	\$	216.00
1567	CENTER FOR ED & EMPLOYMENT LAW	22 2329 000 411	DIRECTOR SUPPLIES	\$	164.95
1571	FIRST BANK & TRUST	22 2329 000 411	DIRECTOR SUPPLIES	\$	27.05
1580	KELLY'S AUTO PARTS	22 2329 000 413	DIRECTOR CAR REPAIR - JOCELYN #19	\$	494.99
1610	US BANK VOYAGER FLEET SYSTEMS	22 2329 000 413	DIRECTOR FUEL	\$	187.84
1564	ASBSD	22 2329 000 640	DIRECTOR WORKSHOP FEE; INV #27089	\$	185.00
1591	PARKER SCHOOL DISTRICT	22 2329 000 640	DIRECTOR DUES	\$	60.00
1599	RAMADA HOTEL & SUITES SIOUX FALLS	22 2529 000 334	FISCAL TRAVEL - INV #865	\$	216.00
1595	POSTMASTER	22 2529 000 341	FISCAL POSTAGE	\$	145.50
1565	AVERA HEALTH PLANS	22 2529 000 411	FISCAL SUPPLIES - INV #0020786- IN	\$	100.00
1564	ASBSD	22 2529 000 640	FISCAL WORKSHOP FEE; INV #27089	\$	185.00
1589	NORTHWESTERN ENERGY	22 2549 000 321 001	OFFICE ELECTRICITY	\$	304.00
1568	CITY OF PLATTE	22 2549 000 321 002	OFFICE WATER AND SEWER	\$	70.80
1604	SAMUELSON TIRE AND OIL	22 2549 000 321 003	OFFICE PROPANE	\$	93.45
1603	S&H HEATING AND COOLING INC	22 2549 000 323	OFFICE AIR REPAIR	\$	60.00
1613	WYNIA MOWING	22 2549 000 323	OFFICE MOWING	\$	50.00
1586	MIDSTATE COMMUNICATIONS	22 2549 000 340	OFFICE PHONE	\$	339.88
1571	FIRST BANK & TRUST	22 2549 000 411	OFFICE SUPPLIES	\$	191.58
1594	PLATTE FOOD CENTER	22 2549 000 411	OFFICE SUPPLIES	\$	51.23
1597	QUILL CORPORATION	22 2549 000 411	OFFICE SUPPLIES	\$	39.99

1610	US BANK VOYAGER FLEET SYSTEMS	22 2765 000 334	BIRTH TO 3 FUEL	\$	98.79
1597	QUILL CORPORATION	22 2765 000 411	BIRTH TO THREE SUPPLIES	\$	106.24
<b>Fund 22 Total:</b>				<b>\$</b>	<b>16,320.52</b>
1573	FRIDLEY, SARA	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	320.00
1575	HANSEN, ANDREA	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	400.00
1576	HOHN, SARAH	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	240.00
1577	JENSEN, MICHELLE	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	400.00
1578	JOHNSON, DILLON	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	560.00
1579	KELEHER, LORI	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	480.00
1581	KOUPAL, KAREN	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	1,040.00
1582	KREULEN, NANCY	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	880.00
1583	LARSON, ERIN	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	160.00
1587	MITTELSTEDT, RODNEY	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	560.00
1596	PUNT, KANDY	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	800.00
1598	RAAK, CATHERINE	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	1,280.00
1605	SCHNEIDER, JEFF	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	80.00
1608	TEEL, APRIL	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	640.00
1612	WITT, KATE	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	80.00
1573	FRIDLEY, SARA	53 2226 000 319 202	BLACKBOARD TEACHER PAYMENT	\$	188.70
1584	LEONHARDT GOODRICH, CHEYENNE	53 2226 000 319 202	BLACKBOARD TEACHER PAYMENT	\$	100.00
1602	ROTH, NICOLE	53 2226 000 319 202	BLACKBOARD TEACHER PAYMENT	\$	200.00
925	PETERS, KAREN	53 2226 000 334	VS TRAVEL	\$	53.34
1611	VERIZON WIRELESS	53 2226 000 340	VS PHONE	\$	54.92
1571	FIRST BANK & TRUST	53 2226 000 341	VS POSTAGE	\$	289.14
925	PETERS, KAREN	53 2226 000 411 202	BLACKBOARD SUPPLIES	\$	3.45
1566	CENGAGE LEARNING	53 2226 000 411 202	BLACKBOARD SUPPLIES- ACCOUNTING	\$	181.48
1566	CENGAGE LEARNING	53 2226 000 411 202	BLACKBOARD SUPPLIES	\$	144.00
1571	FIRST BANK & TRUST	53 2226 000 411 202	VS SUPPLIES-BLACKBOARD	\$	230.95
1606	SD PHARMACISTS ASSOCIATION	53 2226 000 411 202	BLACKBOARD SUPPLIES; INV #1048	\$	1,300.00
<b>Fund 53 Total:</b>				<b>\$</b>	<b>10,665.98</b>
<b>Report Total:</b>				<b>\$</b>	<b>27,796.59</b>

Roll call vote was held with all members voting aye. Motion carried.

#### Approve Other Payroll

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

PAYROLL ITEMS THAT NEED APPROVAL BY THE GOVERNING BOARD		
September 5, 2019		
EMPLOYEE NAME	SERVICES	AMOUNT
Tayla Thomas	Speech Assistant ESY Services - August 2019	\$512.50
Renee Thomas	Birth to Three Services - August 2019	\$1,464.54
<b>TOTAL TO BE APPROVED FOR SEPTEMBER 20, 2019 PAYROLL</b>		<b>\$1,977.04</b>

Roll call vote was held with all members voting aye. Motion carried.

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

Motion Mt. Vernon, seconded by Colome to approve the conflict of interest for Valerie Johnson to do a presentation to the Chamberlain School District about general educator's roles and responsibilities. Roll call vote was held with all members voting aye. Motion carried.

#### Executive Session for Personnel per SDCL 1-25-2 (1)

Motion Colome, seconded by Kimball to enter into executive session at 10:32 a.m. to discuss personnel per SDCL 1-25-2 (1). Roll call vote was held with all members voting aye. Motion carried.

President Chad Clites declared open session at 10:35 a.m.

**Approve Contracts**

Motion Kimball, seconded by Mt. Vernon to approve the contract for Ron Senne for grant writing services (EMP2020-031) and for Nicole Roth to evaluate the Companion Animals Course (VS2020-034). Roll call voted was held with all members voting aye. Motion carried.

**Out of State Conference Presentation (Kristi Kafka)**

No action taken.

**Avera Speech Contract**

Motion Colome, seconded by Mt. Vernon to approve the contract to provided speech services to the Avera St. Benedict Hospital of Parkston (CORE2020-006). Roll call vote was held with all members voting aye. Motion carried.

**Marty School Psych Contract**

No action taken.

**Out of State Travel Request**

Motion Mt. Vernon, seconded by Kimball to approve the out of state travel request for Karla Burke to attend the North Plains Law Conference in Bismarck, ND on September 30, 2019 through October 2, 2019. Roll call vote was held with all members voting aye. Motion carried.

**LED Office Lighting Information**

The following quotes were received to change the office lighting to LED lights:

- GenPro Energy Solutions \$12,917.66 (10-year warranty)
- Frandsen Electric \$5305.02 (5-year warranty)
- C&D Electricy, LLC \$3963.00 (2-year warranty)

Motion Kimball, seconded by Colome to approve the quote from Frandsen Electric. Roll call vote was held with all members voting aye and Corsica-Stickney abstaining. Motion carried.

**Director’s Report**

No action taken.

**Next Meeting:**

October 10, 2019 at 10:00 a.m. at the CORE Educational Cooperative in Platte, SD.

**Adjourn**

Motion Mt. Vernon, seconded by Colome to adjourn the meeting at 11:09 a.m. All members present voted aye. Motion carried.

\_\_\_\_\_  
**President**

\_\_\_\_\_  
**Business Manager**

<b>CORE Educational Cooperative</b>				
<b>Report of Cash Transactions</b>				
<b>August 31, 2019</b>				
<b>Fund Totals:</b>		<b>As of 7/31/19</b>	<b>As of 8/31/19</b>	
CORE Educational Cooperative:		\$ 194,978.80	\$ 232,402.30	
DIAL Grant Writer:		\$ (0.04)	\$ (0.04)	
DIAL Virtual School:		\$ 431,401.96	\$ 435,692.05	
		<b>\$ 626,380.72</b>	<b>\$ 668,094.31</b>	
<b>Beginning Balance of First Fidelity Bank as of 8/01/2019:</b>				<b>\$ 321,279.89</b>
<b>Receipts:</b>				
	Fund 10 (General Fund)			\$ 400.00
	Fund 12 (Grant Writer)			\$ -
	Fund 22 (Special Ed)			\$ 190,855.60
	Fund 22 (CORE Bank Account Interest)			\$ 45.98
	Fund 53 (Virtual School)			\$ 19,245.73
		<b>Total Receipts:</b>		<b>\$ 210,547.31</b>
<b>Expenditures:</b>				
	Fund 10 (General Fund)			\$ 559.80
	Fund 12 (Grant Writer)			\$ -
	Fund 22 (Special Ed)			\$ 7,748.20
	Fund 53 (Virtual School)			\$ 6,696.80
		<b>Total Expenditures:</b>		<b>\$ 15,004.80</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)			\$ 5,544.35
	Fund 12 (Grant Writer)			\$ -
	Fund 22 (Special Ed)			\$ 140,015.73
	Fund 53 (Virtual School)			\$ 9,573.36
		<b>Total Payroll:</b>		<b>\$ 155,133.44</b>
<b>Ending Balance of First Fidelity Bank as of 8/31/2019</b>				<b>\$ 361,678.96</b>
<b>Beginning Balance of CD in BankWest - Geddes as of 8/1/19 (Fund 10)</b>				<b>\$ 100,582.74</b>
<b>Interest:</b>	Fund 10 (General Fund) - 12 Month			\$ -
	Fund 10 (General Fund) - 18 Month			\$ -
<b>Ending Balance of CD in BankWest - Geddes as of 8/31/2019</b>				<b>\$ 100,582.74</b>
<b>Beginning Balance of CD in Farmers State Bank - Parkston as of 8/1/19 (Fund 53)</b>				<b>\$ 204,518.09</b>
<b>Interest:</b>	Fund 53 (Virtual School)			\$ 1,314.52
<b>Ending Balance of CD in Farmers State Bank - Parkston as of 8/31/19</b>				<b>\$ 205,832.61</b>
<b>Ending Balance as of 8/31/2019</b>				<b>\$ 668,094.31</b>