

**MINUTES OF THE REGULAR BOARD MEETING OF THE
CORE EDUCATIONAL COOPERATIVE
BOARD OF DIRECTORS
THURSDAY, MARCH 8, 2018**

President H. Mosterd called the regular meeting of the Board of Directors of the Core Educational Cooperative to order at 2:03 p.m. on Thursday, March 8, 2018, at CORE Educational Cooperative Office in Platte, SD.

Members present: Holly Mosterd (Burke), Joel Koskan (Colome), Chad Clites (Corsica-Stickney), Lisa Pazour (Kimball), Dale Larsch (Mt. Vernon), Jess Sondgeroth (Platte-Geddes), and Tonya Aldrich (Wessington Springs).

Members absent: Tina Westendorf (Armour), Karen Timanus (Gregory), Rodney Faulhaber (Plankinton), Jim Munsen (White Lake), and Tara Hochhalter (Wolsey-Wessington)

Superintendents: Erik Person (Burke), Ryan Orrock (Colome), Scott Muckey (Corsica-Stickney), Steve Randall (Plankinton), Joel Bailey (Platte-Geddes), Lance Witte (Wessington Springs) and James Cutshaw via Zoom (Wolsey-Wessington).

Others present: Valerie Johnson (Director), Casey Bailey (Virtual School Director), and Catrina Brown (Business Manager).

Additional Agenda Items

The following items were added to the agenda: Approve Blackboard Teacher Pay and Approve Birth to Three State Contract.

Approve Agenda

Motion Colome, seconded by Kimball approving the agenda as amended. All members present voted aye. Motion carried.

Approve Minutes from February 8, 2018 meeting

Motion Platte-Geddes, seconded by Wessington Springs approving the minutes of the regular meeting held on February 8, 2018. All members present voted aye. Motion carried.

Approve Financial Reports

Motion Colome, seconded by Corsica-Stickney approving the report of cash transactions, revenue summary report and expenditure reports dated February 28, 2018. All members present voted aye. Motion carried.

Approve Bills

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

Check #	Vendor Name	Account Number	Invoice Detail Description	Invoice Amount
267	BAILEY, CASEY	53 2226 000 334	VIRTUAL SCHOOL TRAVEL	\$ 55.44
268	BROWN, CATRINA	22 2529 000 340	FISCAL PHONE - JAN/FEB	\$ 40.00
268	BROWN, CATRINA	22 2529 000 334	FISCAL TRAVEL	\$ 55.44
269	JOHNSON, VALERIE	22 2329 000 340	DIRECTOR PHONE - DEC/MARCH	\$ 100.00
269	JOHNSON, VALERIE	22 2329 000 334	DIRECTOR TRAVEL	\$ 93.24
270	LARSON, ROXANN	22 2159 000 340	SPEECH PHONE - FEB	\$ 20.00
271	MID-DAKOTA TECHNOLOGIES	22 2227 000 319	TECH SERVICES; INV #1972	\$ 725.00
272	SHUMAKE, PAIGE	22 2172 000 340	OT PHONE - FEB	\$ 20.00
273	THOMAS, TAYLA	22 2159 000 334	SPEECH TRAVEL	\$ 39.90
273	THOMAS, TAYLA	22 2159 000 340	SPEECH PHONE - FEB	\$ 20.00
274	WRIGHT, NATALIE	22 2159 000 640	SPEECH DUES - ASHA	\$ 253.00
561	BURKE GAZETTE, THE	22 2319 000 350	BOARD ADVERTISING - INV #117335	\$ 163.94
562	CHS FARMERS ALLIANCE	22 2549 000 321 003	OFFICE PROPANE	\$ 247.10
563	CITY OF PLATTE	22 2549 000 321 002	OFFICE WATER AND SEWER	\$ 185.21
564	CRISIS PREVENTION INSTITUTE	22 2329 000 319	DIRECTOR TRAINING	\$ 1,000.00
564	CRISIS PREVENTION INSTITUTE	22 2329 000 640	DIRECTOR TRAINING	\$ 399.00
565	DYK, ROXANE	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$ 400.00
566	FIRST BANK & TRUST	22 2329 000 334	DIRECTOR TRAVEL	\$ 175.00
566	FIRST BANK & TRUST	22 2149 000 640	PSYCH CONFERENCE FEES	\$ 399.96
567	FOUBERG, JOHN	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$ 320.00
568	FRIDLEY, SARA	53 2226 000 319 202	BLACKBOARD SUPPORT PAYMENT	\$ 394.57

568	FRIDLEY, SARA	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	240.00
569	HANSEN, ANDREA	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	160.00
570	HILLMAN'S GAS & GARAGE	22 2159 000 413	SPEECH TIRES - LAURA #17	\$	270.98
571	HOFFMAN GAS AND GRILL	22 2124 000 413	ED EVAL FUEL - JOCELYN #19	\$	71.21
572	KELEHER, LORI	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	320.00
573	KOUPAL, KAREN	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	240.00
574	KRUELEN, NANCY	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	80.00
575	LAWLER AUTOMOTIVE INC	22 2159 000 413	SPEECH DOOR REPAIR - NICOLE #15	\$	175.16
576	MID CENTRAL EDUCATIONAL COOP	10 2535 000 520	OFFICE LEASE - APRIL 2018	\$	500.00
577	MIDSTATE COMMUNICATIONS	22 2529 000 340	TELEPHONE SERVICES	\$	336.46
578	MITTELSTEDT, RODNEY	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	240.00
579	MTI CORPORATE EDUCATION	22 2159 000 334	SPEECH TRAVEL - INV #4176	\$	50.00
580	NORTHWESTERN ENERGY	22 2549 000 321 001	OFFICE ELECTRICITY	\$	349.00
581	PEARSON	22 2172 000 411	BOT-2 FINE MOTOR RECORD	\$	104.00
581	PEARSON	22 2172 000 411	OT SUPPLIES-SHIPPING	\$	10.00
582	PLATTE FOOD CENTER	22 2319 000 411	BOARD SUPPLIES	\$	10.78
583	PUNT, KANDY	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	240.00
584	QUILL CORPORATION	22 2149 000 411	PSYCH SUPPLIES	\$	118.28
584	QUILL CORPORATION	22 2529 000 411	FISCAL SUPPLIES	\$	73.98
585	RAAK, CATHERINE	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	480.00
586	RENKLY, SHANNON	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	240.00
587	S&H HEATING AND COOLING INC	22 2549 000 323	OFFICE HEATER REPAIRS	\$	551.32
588	SEVERSON'S SERVICE	22 2172 000 413	OT TIRES - SONA #2	\$	609.02
589	SIEGFRIED, JOSHUA	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	160.00
590	THOMPSON, JULIE	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	160.00
591	TSCHUMPER, MARIO	22 2549 000 323	OFFICE SNOW REMOVAL; INV #42	\$	350.00
592	US BANK VOYAGER FLEET SYSTEMS	22 2329 000 413	DIRECTOR FUEL CHARGES	\$	170.30
592	US BANK VOYAGER FLEET SYSTEMS	22 2149 000 413	PSYCH FUEL CHARGES	\$	321.50
592	US BANK VOYAGER FLEET SYSTEMS	22 2159 000 413	SPEECH FUEL CHARGES	\$	958.79
592	US BANK VOYAGER FLEET SYSTEMS	22 2171 000 413	PT FUEL CHARGES	\$	305.92
592	US BANK VOYAGER FLEET SYSTEMS	22 2172 000 413	OT FUEL CHARGES	\$	339.29
592	US BANK VOYAGER FLEET SYSTEMS	22 2124 000 413	ED EVAL FUEL CHARGES	\$	118.65
592	US BANK VOYAGER FLEET SYSTEMS	22 2765 000 334	BIRTH TO THREE TRAVEL	\$	118.65
593	VERIZON WIRELESS	53 2226 000 340	VS PHONE	\$	94.33
593	VERIZON WIRELESS	22 2171 000 340	PT MIFI	\$	40.01
Report Total:				\$	13,714.43

Fund Totals:

Fund 10	\$	500.00
Fund 12	\$	-
Fund 22	\$	9,390.09
Fund 53	\$	3,824.34

Report Total: \$ 13,714.43

All members present voted aye. Motion carried.

Approve Budget Resolution through SDCL 13-11-3.2

Motion Wessington Springs, seconded by Colome to approve the following budget amendment for 2017-2018:

Let it be resolved, that the governing board of the CORE Educational Cooperative, in accordance with SDCL 13-11-3.2 and after duly considering the proposed amended budget, hereby approves and adopts the following amended budget in total:

Appropriations: Fund 22		
22-2124-000-411	ED Evaluator Supplies	+\$542.73
Means of Finance:		
22-2149-000-411	Psychology Supplies	-\$542.73

Appropriations: Fund 22
 22-2549-000-323 Office Repairs/Maintenance +\$5,867.82
 Means of Finance:
 22-2549-000-325 Office Rentals -\$2,260.22
 22-2549-000-411 Office Supplies -\$3,607.60

Appropriations: Fund 53
 53-2226-000-411-202 Virtual School: Blackboard Supplies +\$3,428.44
 Means of Finance:
 53-2226-000-411-201 Virtual School: Edgenuity Supplies -\$3,428.44

**Birth to Three
 2017-2018 BUDGET
 REVENUES**

22	4187	017	Revenue from State of SD for Birth to Three	\$ 47,420.00
				\$ 47,420.00

EXPENDITURES

22	2765	000	111	Birth to Three Coordinator Salary	\$ 30,000.00
22	2765	000	210	Social Security/Medicare	\$ 3,643.75
22	2765	000	220	Retirement	\$ 1,800.00
22	2765	000	230	Insurance	\$ 3,501.25
22	2765	000	240	Workers Comp	\$ 750.00
22	2765	000	319	Contractual	\$ 180.00
22	2765	000	334	Travel	\$ 3,350.00
22	2765	000	411	Materials & Supplies	\$ 200.00
					\$ 43,425.00

Roll call vote was held with the following members voting aye: Burke, Colome, Corsica-Stickney, Kimball, Mt. Vernon, Platte-Geddes, and Wessington Springs. Motion carried.

Approve Payment for Part Time Contracts

Motion Mt. Vernon, seconded by Kimball to pay the following part time contracts:

PAYROLL ITEMS THAT NEED APPROVAL BY THE GOVERNING BOARD		
March 8, 2018		
EMPLOYEE NAME	SERVICES	AMOUNT
Pamela Haukaas	Part Time Testing Services and Travel - February 2018	\$1,680.80
TOTAL TO BE APPROVED FOR MARCH 20, 2018 PAYROLL		\$1,680.80

All members present voted aye. Motion carried.

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

No conflict of interest waivers were presented.

Virtual School Report

No action taken.

Approve Blackboard Teacher Pay Increase

Motion Wessington Springs, seconded by Corsica-Stickney to increase the Blackboard teacher pay to \$255.00 for 1 to 12 students, \$100.00 for 13 to 22 students, and \$255.00 for 23 or more students. All members present voted aye. Motion carried.

Second reading of Amendment of Fiscal Policy SDCL 13-8-39

Motion Platte-Geddes, seconded by Wessington Springs to approve the amended fiscal policy per SDCL13-8-39. All members present voted aye. Motion carried.

Approve Birth to Three State Contract

Motion Kimball, seconded by Colome to approve the Birth to Three contract with the State of South Dakota for 2018-2019. All members present voted aye. Motion carried.

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

Motion Corsica-Stickney, seconded by Wessington Springs to enter into executive session at 2:21 p.m. to discuss personnel per SDCL 1-25-2(1). All members present voted aye. Motion carried.

President Holly Mosterd declared executive session closed at 3:51 p.m.

Approve Contracts and Negotiated Agreement

Motion Kimball, seconded by Colome to approve the following contracts:

EMP2019-001	Alisha Tech	School Psychologist for 2018-2019	\$61,500.00
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VS2018-037	Charlotte Mohling	Develop Interior Design Course	\$0.00
VS2018-038	Tina Novotny	Develop Visual Communications Course	\$250.00

All members present voted aye. Motion carried.

Motion Platte-Geddes, seconded by Wessington Springs to offer a two-year employment contract to Valerie Johnson, Director for \$85,000.00 for salary and \$3,000.00 to attend any professional development. All members present voted aye. Motion carried.

Motion Mt. Vernon, seconded by Colome to offer an employment contract for 2018-2019 to Catrina Brown, Business Manager, for \$41,000.00 along with adding in one personal day and two sick days for a total of twelve days accumulative of 60 days. All members present voted aye. Motion carried.

Motion Colome, seconded by Kimball to approve the 2018-2019 negotiated agreement as presented. All members present voted aye. Motion carried.

Director's Report

No action taken.

Next Meeting:

April 12, 2018 at 2:00 p.m. at the CORE Educational Cooperative in Platte, SD

Adjourn

Motion Kimball, seconded by Mt. Vernon to adjourn the meeting at 4:11 p.m. All members present voted aye. Motion carried.

President

Business Manager

CORE Educational Cooperative			
Report of Cash Transactions			
February 28, 2018			
Fund Totals:		As of 1/31/18	As of 2/28/18
CORE Educational Cooperative:		\$ 216,460.57	\$ 229,235.42
DIAL Grant Writer:		\$ -	\$ -
DIAL Virtual School:		\$ 332,479.35	\$ 421,038.71
		\$ 548,939.92	\$ 650,274.13
Beginning Balance of First Fidelity Bank as of 2/01/2018:			\$ 548,939.92
Receipts:			
	Fund 10 (General Fund)		\$ -
	Fund 12 (Grant Writer)		\$ 3,961.08
	Fund 22 (Special Ed)		\$ 132,708.14
	Fund 53 (Virtual School)		\$ 108,235.22
	Total Receipts:		\$ 244,904.44
Expenditures:			
	Fund 10 (General Fund)		\$ 500.00
	Fund 12 (Grant Writer)		\$ -
	Fund 22 (Special Ed)		\$ 7,244.44
	Fund 53 (Virtual School)		\$ 210,705.19
	Total Expenditures:		\$ 218,449.63
Automatic Withdra	ACH Monthly Payment (Fund 22)		\$ 10.00
	Total Automatic Withdraw:		\$ 10.00
Payroll:			
	Fund 12 (Grant Writer)		\$ 3,961.08
	Fund 22 (Special Ed)		\$ 112,178.85
	Fund 53 (Virtual School)		\$ 8,970.67
	Total Payroll:		\$ 125,110.60
Ending Balance of First Fidelity Bank as of 02/28/2018			\$ 450,274.13
Beginning Balance of CD in Farmers State Bank - Parkston as of 2/1/2018 (Fund 53)			\$ 200,000.00
Interest:	Fund 53 (Virtual School)		\$ -
Ending Balance of CD in Farmers State Bank - Parkston as of 2/28/2018			\$ 200,000.00
Ending Balance as of 02/28/18			\$ 650,274.13