

**MINUTES OF THE REGULAR BOARD MEETING OF THE
CORE EDUCATIONAL COOPERATIVE
BOARD OF DIRECTORS
THURSDAY, JULY 11, 2024**

President C. Clites called the budget hearing to order at 10:02 a.m. and the regular meeting of the Board of Directors of the Core Educational Cooperative to order at 10:10 a.m. on Thursday, July 11, 2024, at CORE Educational Cooperative Office in Platte, SD.

Members present: Dyla Slate (Armour), Chad Clites (Corsica-Stickney), Katie Bolander via Zoom (Gregory), Lisa Pazour via Zoom (Kimball), Dale Larsch (Mt. Vernon), Lindsey Weich via Zoom (Plankinton), Roxanne Summerville (Platte-Geddes), Jim Munsen (White Lake).

Members absent: Joel Johnson (Burke), Mark Vandebark (Colome), Veronica Gerard (Lyman), Dustin Weber (Wessington Springs) and Ashley Dorris (Wolsey-Wessington).

Superintendents: Tim Sanderson via Zoom (Burke), Betsy Rohde via Zoom (Colome), Scott Muckey (Corsica-Stickney), Lezlie Larsen via Zoom (Plankinton), and Joel Bailey joined at 10:58 a.m. (Platte-Geddes).

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

Additional Agenda Items

No additional agenda items were added.

Approve Agenda

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

Budget Hearing

Time was allowed for a hearing on the proposed 2024-2025 budget in accordance with SDCL 13-11-02. No action taken.

Adjourn Budget Hearing

Motion Platte-Geddes seconded by Gregory to adjourn the budget hearing meeting at 10:10 a.m. All members present voted aye. Motion carried.

The regular meeting was called to order at 10:10 a.m.

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 June 27, 2024

Motion Plankinton, seconded by White Lake approving the minutes from the regular meeting held on June 27, 2024. All members present voted aye. Motion carried.

Approve Financial Reports

Motion Platte-Geddes, seconded by Gregory approving the report of cash transactions, payroll summary report, revenue summary, and expenditure reports dated June 30, 2024. All members present voted aye. Motion carried.

Approve July 2024 Bills

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

Check #	Vendor Name	Account Number	Invoice Detail Description	Invoice Amount
3823	SOFTWARE HOUSE INTERNATIONAL	10 2227 000 473	EDUCATION QUALIFIED USER (A3)	\$ 1,469.30
3823	SOFTWARE HOUSE INTERNATIONAL	10 2227 000 473	WINDOWS SERVER STANDARD TWO CORE PACKS	\$ 105.80
3823	SOFTWARE HOUSE INTERNATIONAL	10 2227 000 473	M365 A3 UNIFIED EDU SUB FOR CCAL PER USE	\$ 38.49
3806	EMC INSURANCE COMPANY	10 2545 000 550	ED SPEC CAR INSURANCE 24-25	\$ 2,932.00
3807	FIRST DAKOTA INDEMNITY COMPANY	10 2623 000 240	ED SPEC WORKMAN'S COMP 24-25	\$ 345.48
3801	AMAZON	10 2623 000 411	ED SPEC SUPPLIES	\$ 18.16
5572	BOOS, MICHELLE	10 2623 000 411	ED SPEC SUPPLIES	\$ 10.00
3827	US BANK VOYAGER FLEET SYSTEMS	10 2623 000 413	ED SPEC FUEL	\$ 36.83
Fund 10 Total:				\$ 4,956.06
3807	FIRST DAKOTA INDEMNITY COMPANY	22 1223 000 240	TRANSITION WORKMAN'S COMP 24-25	\$ 172.74
3803	CHILD AND FAMILY SERVICES SIOUX FALLS	22 1223 000 319	SUMMER TRANSITION PROGRAM FEE	\$ 40.00

3808	FIRST UNITED METHODIST CHURCH	22 1223 000 325	SUMMER TRANSITION PROGRAM RENT	\$	300.00
3805	COUNTY FAIR FOOD STORE	22 1223 000 334	SUMMER TRANSITION PROGRAM MEALS	\$	93.98
3809	FISCHER, KADYN	22 1223 000 334	SUMMER TRANSITION PROGRAM MEALS	\$	80.00
3810	FOGEL, ADDISON	22 1223 000 334	SUMMER TRANSITION PROGRAM MEALS	\$	80.00
3816	NICHOLS, KAITLYNN	22 1223 000 334	SUMMER TRANSITION MEALS	\$	80.00
3818	REIMNITZ, PORTER	22 1223 000 334	SUMMER TRANSITION MEALS	\$	50.00
3829	WINTERS, OWEN	22 1223 000 334	SUMMER TRANSITION MEALS	\$	80.00
5571	BIERMAN, CINDY	22 1223 000 334	SUMMER TRANSITION MEALS	\$	35.00
5577	GUNNARE, DESIREE	22 1223 000 334	SUMMER TRANSITION PROGRAM MEALS	\$	35.00
5577	GUNNARE, DESIREE	22 1223 000 411	SUMMER TRANSITION PROGRAM POSTAGE	\$	13.60
3827	US BANK VOYAGER FLEET SYSTEMS	22 1223 000 413	TRANSITION PROGRAM FUEL	\$	57.93
3807	FIRST DAKOTA INDEMNITY COMPANY	22 2126 000 240	ED EVAL WORKMAN'S COMP 24-25	\$	345.48
3827	US BANK VOYAGER FLEET SYSTEMS	22 2126 000 413	ED EVAL FUEL	\$	28.52
3807	FIRST DAKOTA INDEMNITY COMPANY	22 2149 000 240	PSYCH WORKMAN'S COMP 24-25	\$	1,036.44
3822	SD DIVISION OF CRIMINAL INVESTIGATION	22 2149 000 411	PSYCH FINGERPRINTS - BECHEN	\$	43.25
3826	TRACY'S PAINT AND BODY	22 2149 000 413	PSYCH WIPERS - JAYCIE #34	\$	52.00
3807	FIRST DAKOTA INDEMNITY COMPANY	22 2159 000 240	SPEECH WORKMAN'S COMP 24-25	\$	2,245.62
5573	BRINK, BOBBI	22 2159 000 334	SPEECH TRAVEL	\$	109.65
3815	MIDWEST SPECIAL INSTRUMENTS	22 2159 000 411	SPEECH AUDIOMETERS REPAIRS	\$	656.75
5578	HEISINGER, MORGAN	22 2159 000 411	SPEECH FINGERPRINT FEE	\$	10.00
3827	US BANK VOYAGER FLEET SYSTEMS	22 2159 000 413	SPEECH FUEL	\$	79.42
3807	FIRST DAKOTA INDEMNITY COMPANY	22 2171 000 240	PT WORKMAN'S COMP 24-25	\$	172.74
3827	US BANK VOYAGER FLEET SYSTEMS	22 2171 000 413	OT FUEL	\$	40.67
3807	FIRST DAKOTA INDEMNITY COMPANY	22 2172 000 240	OT WORKMAN'S COMP 24-25	\$	518.22
3825	TOTEM PD	22 2213 000 640	STAFF PD INV #1553	\$	1,295.00
3801	AMAZON	22 2227 000 541	TECH SUPPLIES	\$	99.99
3813	LYMAN COUNTY HERALD	22 2319 000 350	BOARD ADVERTISING	\$	257.73
3802	ASBSD	22 2319 000 640	BOARD DUES 24-25	\$	775.00
3812	INSTITUTIONAL COMPLIANCE	22 2319 000 640	TITLE IX TRAINING 24-25 INV #3965	\$	12,625.00
3806	EMC INSURANCE COMPANY	22 2319 000 651	SPED CAR INSURANCE 24-25	\$	41,083.00
3806	EMC INSURANCE COMPANY	22 2319 000 651	PROPERITY AND LIABILITY INSURANCE 24-25	\$	21,087.00
3807	FIRST DAKOTA INDEMNITY COMPANY	22 2321 000 240	OFFICE STAFF WORKMAN'S COMP 24-25	\$	172.74
3819	RIVERSIDE TECHNOLOGIES, INC	22 2321 000 541	OFFICE STAFF COMPUTER	\$	604.00
3807	FIRST DAKOTA INDEMNITY COMPANY	22 2329 000 240	DIRECTOR WORKMAN'S COMP 24-25	\$	172.74
3827	US BANK VOYAGER FLEET SYSTEMS	22 2329 000 413	DIRECTOR FUEL	\$	34.03
3821	SCHOOL ADMINISTRATORS OF SD	22 2329 000 640	DIRECTOR DUES 24-25	\$	919.00
3807	FIRST DAKOTA INDEMNITY COMPANY	22 2529 000 240	FISCAL WORKMAN'S COMP 24-25	\$	172.84
3819	RIVERSIDE TECHNOLOGIES, INC	22 2529 000 411	FISCAL COMPUTER	\$	55.00
3824	SOFTWARE UNLIMITED, INC.	22 2529 000 411	FISCAL ACCOUNTING SOFTWARE 24 -25	\$	5,400.00
3821	SCHOOL ADMINISTRATORS OF SD	22 2529 000 640	FISCAL DUES 24 - 25	\$	430.00
3817	NORTHWESTERN ENERGY	22 2549 000 321 001	OFFICE ELECTRICITY	\$	326.00
3804	CITY OF PLATTE	22 2549 000 321 002	OFFICE WATER AND SEWER	\$	72.24
3820	ROCKFORD'S SANITATION, LLC	22 2549 000 323	OFFICE GARBAGE	\$	60.00
3830	WYNIA MOWING	22 2549 000 323	OFFICE MOWING	\$	87.50
3814	MIDSTATE COMMUNICATIONS	22 2549 000 340	OFFICE PHONE	\$	377.73
3811	HUB INTERNATIONAL MOUNTAIN STATE	22 2549 000 550	INSURANCE BUYBACK 24-25	\$	1,313.39
3807	FIRST DAKOTA INDEMNITY COMPANY	22 2765 000 240	B-3 WORKMAN'S COMP 24-25	\$	172.74
3827	US BANK VOYAGER FLEET SYSTEMS	22 2765 000 334	B-3 FUEL	\$	91.03
Fund 22 Total:				\$	94,140.71
3807	FIRST DAKOTA INDEMNITY COMPANY	53 2226 000 240	VS/GW WORKMAN'S COMP 24-25	\$	518.22

5574	CAMPBELL, BETTY	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	450.00
5575	DYK, ROXANE	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	630.00
5576	FITZGERALD, BRANDI	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	270.00
5579	HOHN, SARAH	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	90.00
5580	JOHNSON, DILLON	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	990.00
5581	KOUPAL, KAREN	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	900.00
5582	MITTELSTEDT, RODNEY	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	720.00
5583	PUNT, KANDY	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	540.00
5584	RANG, SHELBY	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	990.00
5585	RANK, TORRI	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	540.00
5586	SCHAFFER, MAXWELL	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	720.00
5587	TEEL, APRIL	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	180.00
5588	THOMPSON, JULIE	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	540.00
3828	VERIZON WIRELESS	53 2226 000 340	VIRTUAL SCHOOL PHONE	\$	48.76
3801	AMAZON	53 2226 000 411 202	BLACKBOARD SUPPLIES	\$	664.16
3819	RIVERSIDE TECHNOLOGIES, INC	53 2226 000 541	VIRTUAL SCHOOL COMPUTER	\$	604.00
Fund 53 Total:				\$	9,395.14

Report Total: \$ 108,491.91

All members present voted aye. Motion carried.

Officially adjourn the 2023-2024 Cooperative Board and appoint Director Renee Thomas as temporary chairperson

Motion White Lake, seconded by Platte-Geddes to officially adjourn the 2023-2024 cooperative board meeting and appoint director Renee Thomas temporary chairperson. All members present voted aye. Motion carried.

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

The Business Manager administered the oath of office per SDCL 3-1-5 to Dylan Slate.

Organize the 2024-2025 Board of Education

Motion by White Lake, seconded by Kimball to nominate Chad Clites as President for 2024-2025 year, nominations ceased by Platte-Geddes and seconded by Gregory. All members present voted aye. Motion carried.

Meeting was turned back over to President Chad Clites.

Motion White Lake, seconded by Mt. Vernon to nominate for Roxanne Summerville as Vice President for 2024-2025 year, nominations ceased by White Lake and seconded by Plankinton. All members present voted aye. Motion carried.

Approve Potential Conflict of Interest per SDCL 3-23

Motion White Lake, seconded by Gregory to approve the conflict of interest form from Roxanne Summerville as he is a member of the CORE Educational Coop board and Mid Central Educational Coop board. All members present voted aye. Motion carried.

Motion Mt. Vernon, seconded by Gregory to approve the conflict of interest form from Lisa Pazour as she is a member of the CORE Educational Coop board and Mid Central Educational Coop board. All members present voted aye. Motion carried.

Motion Platte-Geddes, seconded by Kimball to approve the conflict of interest form from Dale Larsch as he is a member of the CORE Educational Coop board and Mid Central Educational Coop board. All members present voted aye. Motion carried.

Motion Mt. Vernon, seconded by Platte-Geddes to approve the conflict of interest form from Jim Munsen as he is a member of the CORE Educational Coop board and Mid Central Educational Coop board. All members present voted aye. Motion carried.

Motion Platte-Geddes, seconded by White Lake to approve the conflict of interest form from Dylan Slate as he is a member of the CORE Educational Coop board and Mid Central Educational Coop board. All members present voted aye. Motion carried.

Annual Meeting Approvals

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

- a. Designate the Daily Republic as the cooperative's official newspaper for the 2024-2025 school year.
- b. Designate Rodney Freeman as the cooperative's official legal counsel
- c. Authorize Catrina Brown (Business Manager), Chad Clites (Board President) and Roxanne Summerville (Board Vice-President) as signer on all accounts and depositories.

- d. Designate depositories of Core Educational Cooperative as First Fidelity (Platte).
- e. Designate Director and Business Manager as authorized purchasing agents.
- f. Authorize Business Manager to advertise for bids and quotes on necessary materials.
- g. Authorize Business Manager to Invest and Reinvest Funds in institutions which may serve the greatest advantage to the cooperative.
- h. Approval of Bond for Business Manager in the amount of \$50,000, Director in the amount of \$10,000
- i. Set date Thursday of the first full week of each month, time 10:00 a.m., place Core Educational Cooperative.
(Unless otherwise specified)
- j. Approve Robert's Rule of Order (revised) as the guide for Core Cooperative board meetings
- k. Approve Auditor's for 2024-2025 school year, Schoenfish and Company
- l. Establish the board member per diem at \$75.00 per meeting for board members and \$100.00 per meeting for the President plus mileage at state rate
- m. Approve use of electronic (facsimile) signatures on vouchers, work logs and reports
- n. Approve publication of salaries
- o. Approve Personnel Handbook
- p. Approve Comprehensive Special Education Plan
- q. Approve Motor Vehicle Policy
- r. Approve By-Laws
- s. Approve Computer Use Policy

All members present voted aye. Motion carried.

Open and Approve Bids on Surplus Car

Motion White Lake, seconded by Mt. Vernon to accept the bid from Debra O'Doan for \$3500.00 for the 2011 Chevrolet Impala. All members present voted aye. Motion carried.

Director's Report

No action taken.

Next Meeting:

Wednesday, August 7, 2024 at 1:00 p.m. at the CORE Educational Cooperative in Platte, SD.

Adjourn

Motion Armour, seconded by White Lake to adjourn the meeting at 11:00 a.m. All members present voted aye. Motion carried.

President

Business Manager

CORE Educational Cooperative

Report of Cash Transactions

June 30, 2024

Fund Totals:		As of 5/31/24	As of 6/30/24
CORE Educational Cooperative:		\$ 516,012.39	\$ 459,734.13
DIAL Virtual School:		\$ 1,836,796.23	\$ 1,682,215.09
		\$ 2,352,808.62	\$ 2,141,949.22
Beginning Balance of First Fidelity Bank as of 6/1/2024:			\$ 1,095,782.39
Receipts:			
	Fund 10 (General Fund)		\$ 30,600.00
	Fund 22 (Special Ed)		\$ 308,816.74
	Fund 22 (CORE Bank Account Interest 0.25%)		\$ 212.96
	Fund 53 (Virtual School)		\$ 14,313.64
	Total Receipts:		\$ 353,943.34
Expenditures:			
	Fund 10 (General Fund)		\$ 6,407.71
	Fund 22 (Special Ed)		\$ 126,357.05
	Fund 53 (Virtual School)		\$ 147,756.59
	Total Expenditures:		\$ 280,521.35
Automatic Withdraw:	ACH Monthly Payment (Fund 22)		\$ 10.00
	Total Automatic Withdraw:		\$ 10.00
Payroll:			
	Fund 10 (General Fund)		\$ 15,610.04
	Fund 22 (Special Ed)		\$ 247,523.16
	Fund 53 (Virtual School)		\$ 21,138.19
	Total Payroll:		\$ 284,271.39
Ending Balance of First Fidelity Bank as of 6/30/2024:			\$ 884,922.99
Beginning Balance of CD in First Fidelity Bank as of 6/1/2024 (Fund 10)			\$ 53,803.61
Interest:	Fund 10 (General Fund) - 24 months (Matures 10/12/24) 2.15%		\$ -
Ending Balance of CD in First Fidelity Bank as of 6/30/2024			\$ 53,803.61
Beginning Balance of CD in First Fidelity Bank as of 6/1/2024 (Fund 10)			\$ 54,711.69
Interest:	Fund 10 (General Fund) - 10 months (Matures 2/15/25) 4.63%		\$ -
Ending Balance of CD in First Fidelity Bank as of 6/30/2024			\$ 54,711.69
Beginning Balance of CD in First Fidelity Bank as of 6/1/2024 (Fund 53)			\$ 227,221.79
Interest:	Fund 53 (Virtual School) - 24 months (Matures 11/17/24) 3.10%		\$ -
Ending Balance of CD in First Fidelity Bank as of 6/30/2024			\$ 227,221.79
Beginning Balance of CD in First Fidelity Bank as of 6/1/2024 (Fund 53)			\$ 521,289.14
Interest:	Fund 53 (Virtual School) - 10 months (Matures 3/13/25) 4.63%		\$ -
Ending Balance of CD in First Fidelity Bank as of 6/30/2024			\$ 521,289.14
Beginning Balance of CD in First Fidelity Bank as of 6/1/2024 (Fund 53)			\$ 400,000.00
Interest:	Fund 53 (Virtual School) - 10 months (Matures 9/9/24) 4.63%		\$ -
Ending Balance of CD in First Fidelity Bank as of 6/30/2024			\$ 400,000.00
Ending Balance as of 6/30/2024			\$ 2,141,949.22