

**MINUTES OF THE REGULAR BOARD MEETING OF THE
CORE EDUCATIONAL COOPERATIVE
BOARD OF DIRECTORS
THURSDAY, OCTOBER 11 2018**

President H. Mosterd called the regular meeting of the Board of Directors of the Core Educational Cooperative to order at 10:00 a.m. on Thursday, October 11, 2018, at CORE Educational Cooperative Office in Platte, SD.

Members present: Tina Westendorf (Armour), Holly Mosterd (Burke), Joel Koskan (Colome), Chad Clites (Corsica-Stickney), Karen Timanus (Gregory), Lisa Pazour (Kimball), Dale Larsch (Mt. Vernon), Jess Sondergroth (Platte-Geddes), Tonya Aldrich (Wessington Springs), and Jim Munsen (White Lake), and Tara Hochhalter (Wolsey-Wessington).

Members absent: Rodney Faulhaber (Plankinton).

Superintendents: Ryan Orrock (Colome), Scott Muckey (Corsica-Stickney), Pandi Pittman via Zoom (Wessington Springs), and James Cutshaw (Wolsey-Wessington).

Others present: Valerie Johnson (Director) and Catrina Brown (Business Manager).

Public Forum

No action taken.

Additional Agenda Items

The following item was added to the agenda: Oath of Office.

Administer Oath of Office to New Member

The Business Manager administered the Oath of Office to Tara Hochhalter (Wolsey-Wessington).

Approve Agenda

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

Approve Minutes from September 6, 2018 meeting

Motion Gregory, seconded by Platte-Geddes approving the minutes of the regular meeting held on September 6, 2018. All members present voted aye. Motion carried.

Approve Financial Reports

Motion Gregory, seconded by Armour approving the report of cash transactions, revenue summary report and expenditure reports dated September 30, 2018. All members present voted aye. Motion carried.

Approve October 2018 Bills

Motion Wessington Springs, seconded by Corsica-Stickney approving the following bills for payment:

Check #	Vendor Name	Account Number	Invoice Detail Description	Invoice Amount
501	BRINK, BOBBI	22 2159 000 413	SPEECH FUEL CHARGE	\$ 29.92
502	MID-DAKOTA TECHNOLOGIES	22 2227 000 319	TECH SERVICES; INV #2037	\$ 817.50
503	RUBENDALL, JAYNE	22 2149 000 640	PSYCH DUES- NASP	\$ 210.00
503	RUBENDALL, JAYNE	22 2149 000 640	PSYCH LIAB. INSURANCE	\$ 131.00
503	RUBENDALL, JAYNE	22 2149 000 640	PSYCH CONFERENCE FEE	\$ 125.00
504	STUKEL, KELLIE	22 2171 000 640	PT LIABILITY INSURANCE	\$ 160.00
945	ARMOUR CHRONICLE	22 2149 000 350	PSYCH ADVERTISING	\$ 27.00
945	ARMOUR CHRONICLE	22 2159 000 350	SPEECH ADVERTISING	\$ 27.00
946	CENGAGE LEARNING	53 2226 000 411 202	BLACKBOARD SUPPLIES	\$ 188.10
947	CITY OF PLATTE	22 2549 000 321 002	OFFICE WATER AND SEWER	\$ 69.72
948	CORSICA GLOBE	22 2159 000 350	SPEECH ADVERTISING	\$ 27.00
948	CORSICA GLOBE	22 2149 000 350	PSYCH ADVERTISING	\$ 27.00
949	DAKOTA CARPET RESTORATION	22 2549 000 323	CARPET CLEANING; INV #1192	\$ 1,200.80
950	DYK, ROXANE	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$ 720.00
951	FIRST BANK & TRUST	53 2226 000 341	VIRTUAL SCHOOL POSTAGE	\$ 52.30
951	FIRST BANK & TRUST	22 2126 000 411	ED EVAL SUPPLIES-KTEA	\$ 80.00
951	FIRST BANK & TRUST	22 2159 000 411	SPEECH SUPPLIES	\$ 104.23
951	FIRST BANK & TRUST	22 2529 000 411	FISCAL SUPPLIES	\$ 10.00
951	FIRST BANK & TRUST	22 2329 000 334	DIRECTOR TRAVEL	\$ 301.23
951	FIRST BANK & TRUST	22 2549 000 411	OFFICE SUPPLIES	\$ 25.52

951	FIRST BANK & TRUST	22 2159 000 411	SPEECH SUPPLIES	\$	32.02
952	FOUBERG, JOHN	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	1,040.00
953	HALVORSON, LAURA	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	320.00
954	HANSEN, ANDREA	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	320.00
955	HARTLAND AUTOBODY LLC	22 2126 000 413	ED EVAL TIRES/CAR REPAIR-RENEE #6	\$	723.99
956	HOHN, SARAH	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	880.00
957	KELEHER, LORI	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	320.00
958	KOUPAL, KAREN	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	880.00
959	LARSON, ERIN	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	160.00
960	LAWLER AUTOMOTIVE INC	22 2149 000 413	PSYCH OIL CHANGE - JAYNE #5	\$	31.18
960	LAWLER AUTOMOTIVE INC	22 2172 000 413	OT CAR REPAIRS - PAIGE #18	\$	605.04
961	MID CENTRAL EDUCATIONAL COOP	10 2535 000 520	OFFICE LEASE PAYMENT	\$	500.00
962	MIDSTATE COMMUNICATIONS	22 2549 000 340	OFFICE PHONE	\$	339.06
963	MITTELSTEDT, RODNEY	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	960.00
964	MOTOR CLINIC	22 2159 000 413	SPEECH OIL CHANGE - ROXANN #7	\$	53.05
965	NORTHWESTERN ENERGY	22 2549 000 321 001	OFFICE ELECTRICITY	\$	349.00
966	PEARSON	22 2149 000 411	PSYCH SUPPLIES- VINELAND	\$	90.80
966	PEARSON	22 2126 000 411	ED EVAL SUPPLIES-KTEA	\$	31.10
967	PEARSON HIGHER EDUCATION	53 2226 000 411 202	BLACKBOARD SUPPLIES	\$	1,993.41
968	PLATTE ENTERPRISE, THE	22 2149 000 350	PSYCH ADVERTISING- SCREENING	\$	140.00
968	PLATTE ENTERPRISE, THE	22 2159 000 350	SPEECH ADVERTISING- SCREENING	\$	140.00
969	PLATTE FOOD CENTER	22 2319 000 411	BOARD SUPPLIES	\$	67.72
970	PUNT, KANDY	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	480.00
971	QUILL CORPORATION	22 2149 000 411	PSYCH SUPPLIES- SCREENING	\$	23.89
971	QUILL CORPORATION	22 2159 000 411	SPEECH SUPPLIES- SCREENING	\$	23.89
971	QUILL CORPORATION	22 2549 000 411	OFFICE SUPPLIES	\$	39.22
971	QUILL CORPORATION	22 2159 000 411	SPEECH SUPPLIES	\$	196.72
971	QUILL CORPORATION	22 2172 000 411	OT SUPPLIES	\$	62.99
972	RAAK, CATHERINE	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	1,520.00
973	RENKLY, SHANNON	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	1,200.00
974	SD ASSOCIATION OF SCHOOL PSYCHOLOGIST	22 2149 000 640	PSYCH CONFERENCE FEES & DUES	\$	220.00
975	SEVERSON'S SERVICE	22 2529 000 413	FISCAL FUEL CHARGES	\$	73.90
975	SEVERSON'S SERVICE	22 2172 000 413	OT OIL CHANGE- SONA #2	\$	71.21
975	SEVERSON'S SERVICE	22 2159 000 413	SPEECH OIL CHANGE- BOBBI #11	\$	63.13
976	SIEGFRIED, JOSHUA	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	640.00
977	SLP NOW	22 2159 000 411	SLP NOW MEMBERSHIP; TANIA WITT	\$	150.00
978	STANDARD PUBLISHING	22 2149 000 350	PSYCH ADVERTISING- SCREENING	\$	69.00
978	STANDARD PUBLISHING	22 2159 000 350	SPEECH ADVERTISING- SCREENING	\$	69.00
979	SUBWAY	22 2149 000 411	PSYCH SUPPLIES- SCREENING	\$	37.00
979	SUBWAY	22 2159 000 411	SPEECH SUPPLIES- SCREENING	\$	37.00
980	THOMPSON, JULIE	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	1,120.00
981	TOM'S AUTO SERVICE	22 2171 000 413	PT OIL CHANGE - KELLIE #14	\$	90.43
982	TRUE DAKOTAN	22 2149 000 350	PSYCH ADVERTISING- SCREENING	\$	10.78
982	TRUE DAKOTAN	22 2159 000 350	SPEECH ADVERTISING- SCREENING	\$	10.79
983	US BANK VOYAGER FLEET SYSTEMS	22 2329 000 413	DIRECTOR FUEL CHARGES	\$	131.95
983	US BANK VOYAGER FLEET SYSTEMS	22 2149 000 413	PSYCH FUEL CHARGES	\$	651.27
983	US BANK VOYAGER FLEET SYSTEMS	22 2159 000 413	SPEECH FUEL CHARGES	\$	892.06
983	US BANK VOYAGER FLEET SYSTEMS	22 2171 000 413	PT FUEL CHARGES	\$	214.51

983	US BANK VOYAGER FLEET SYSTEMS	22 2172 000 413	OT FUEL CHARGES	\$	461.93
983	US BANK VOYAGER FLEET SYSTEMS	22 2126 000 413	ED EVAL FUEL CHARGES	\$	156.31
983	US BANK VOYAGER FLEET SYSTEMS	22 2765 000 334	BIRTH TO THREE FUEL CHARGES	\$	156.31
984	VERIZON WIRELESS	22 2171 000 340	PT PHONE - MIFI	\$	40.01
984	VERIZON WIRELESS	22 2549 000 340	OFFICE MIFI	\$	40.01
984	VERIZON WIRELESS	53 2226 000 340	VS PHONE	\$	54.15
985	WINNER ADVOCATE	22 2319 000 350	BOARD ADVERTISING	\$	194.49
986	WITT, KATE	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	240.00
987	WYNIA MOWING	22 2549 000 323	OFFICE MOWING	\$	40.00
Report Total:				\$	23,791.64

Fund Totals:

Fund 10	\$	500.00
Fund 12	\$	-
Fund 22	\$	10,203.68
Fund 53	\$	13,087.96
Report Total:		\$ 23,791.64

All members present voted aye. Motion carried.

Approve Payment for Other Payroll and Board Payments

Motion Armour, seconded by Mt. Vernon to pay the following other payroll and board payments:

PAYROLL ITEMS THAT NEED APPROVAL BY THE GOVERNING BOARD		
October 11, 2018		
EMPLOYEE NAME	SERVICES	AMOUNT
Cheryl Pruett	Screening Support - September 2018	\$2,753.12
Holly Mosterd	Screening Support - September 2018	\$1,726.38
Sandy Ringling	Screening Support - September 2018	\$840.00
Dulcie Swan	Speech Substitute - September 2018	\$470.40
Pam Haukaas	Screening Support - September 2018	\$1,103.21
TOTAL TO BE APPROVED FOR OCTOBER 20, 2018 PAYROLL		\$6,893.11
PAYROLL ITEMS THAT NEED APPROVAL BY THE GOVERNING BOARD		
October 11, 2018		
Tonya Aldrich	Board Stipend and Travel	\$171.33
Chad Clites	Board Stipend and Travel	\$252.34
Joel Koskan	Board Stipend and Travel	\$389.64
Dale Larsch	Board Stipend and Travel	\$254.66
Holly Mosterd	Board Stipend and Travel	\$282.37
Lisa Pazour	Board Stipend and Travel	\$266.30
Jess Sondgeroth	Board Stipend and Travel	\$166.23
Karen Timanus	Board Stipend and Travel	\$266.30
Tina Westendorf	Board Stipend and Travel	\$236.04
TOTAL TO BE APPROVED FOR SEPTEMBER 20, 2018 PAYROLL		\$2,285.21

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.

Propane Quotes

The following quotes for propane were received:

- CHS \$1.35 per gallon at a keep full basis from October 15, 2018 to April 30, 2018
- Severson Oil \$1.27 per gallon at a keep full basis from October 1, 2018 to April 30, 2018
- Samuelson Tire and Oil \$1.29 per gallon for winter months

Motion White Lake, seconded by Colome approve the quote from Severson Oil for propane in the amount of \$1.27 per gallon at a keep full basis from October 1, 2018 to April 30, 2018. All members present vote aye.

Motion carried.

Director's Report

No action taken.

Next Meeting:

November 12, 2018 at 9:30 a.m. at the CORE Educational Cooperative in Platte, SD

Adjourn

Motion Kimball, seconded by Wessington Springs to adjourn the meeting at 10:27 a.m. All members present voted aye. Motion carried.

President

Business Manager

CORE Educational Cooperative			
Report of Cash Transactions			
September 30, 2018			
Fund Totals:		As of 8/31/18	As of 9/30/18
CORE Educational Cooperative:		\$ 170,959.38	\$ 182,886.72
DIAL Grant Writer:		\$ -	\$ -
DIAL Virtual School:		\$ 341,084.37	\$ 283,569.88
		\$ 512,043.75	\$ 466,456.60
Beginning Balance of First Fidelity Bank as of 9/01/2018:			\$ 310,254.56
Receipts:			
	Fund 10 (General Fund)		\$ -
	Fund 12 (Grant Writer)		\$ 3,961.08
	Fund 22 (Special Ed)		\$ 147,028.14
	Fund 53 (Virtual School)		\$ 2,072.32
	Total Receipts:		\$ 153,061.54
Expenditures:			
	Fund 10 (General Fund)		\$ 1,774.13
	Fund 12 (Grant Writer)		\$ -
	Fund 22 (Special Ed)		\$ 7,268.55
	Fund 53 (Virtual School)		\$ 50,334.33
	Total Expenditures:		\$ 59,377.01
Automatic Withdraw	ACH Monthly Payment (Fund 22)		\$ 10.00
	Total Automatic Withdraw:		\$ 10.00
Payroll:			
	Fund 12 (Grant Writer)		\$ 3,961.08
	Fund 22 (Special Ed)		\$ 126,048.12
	Fund 53 (Virtual School)		\$ 9,252.48
	Total Payroll:		\$ 139,261.68
Ending Balance of First Fidelity Bank as of 9/30/2018			\$ 264,667.41
Beginning Balance of CD in Farmers State Bank - Parkston as of 9/1/2018 (Fund 53)			\$ 201,789.19
Interest:	Fund 53 (Virtual School)		\$ -
Ending Balance of CD in Farmers State Bank - Parkston as of 9/30/2018			\$ 201,789.19
Ending Balance as of 9/30/2018			\$ 466,456.60