

**MINUTES OF THE REGULAR BOARD MEETING OF THE
CORE EDUCATIONAL COOPERATIVE
BOARD OF DIRECTORS
WEDNESDAY, JULY 16, 2025**

President C. Clites called the budget hearing to order at 9:53 a.m. and the regular meeting of the Board of Directors of the Core Educational Cooperative to order at 10:02 a.m. on Wednesday, July 16, 2025, at CORE Educational Cooperative Office in Platte, SD.

Members present: Dylan Slate (Armour), Anthony Mayer via Teams (Burke), Chad Clites (Corsica-Stickney), Amy Keiser via Teams (Gregory), Hillary Leiferman (Kimball), Lorlen Husman joined at 10:22 a.m. via Teams (Lyman), Mike Deinert via Teams (Mt. Vernon), Lindsey Weich via Teams (Plankinton), Roxanne Summerville (Platte-Geddes), Jim Munsen (White Lake), and Ashley Dorris via Teams (Wolsey-Wessington).

Members absent: Matt Vandenberg (Colome) and Dustin Weber (Wessington Springs).

Superintendents: Scott Muckey via Teams (Corsica-Stickney), Lezlie Larsen via Teams (Plankinton), and Joel Bailey via Teams (Platte-Geddes).

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

Additional Agenda Items

No additional agenda items were added.

Approve Agenda

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

Budget Hearing

Time was allowed for a hearing on the proposed 2025-2026 budget in accordance with SDCL 13-11-02. No action taken.

Adjourn Budget Hearing

Motion White Lake, seconded by Armour to adjourn the budget hearing meeting at 9:59 a.m. All members present voted aye. Motion carried.

The regular meeting was called to order at 10:02 a.m.

Public Forum

Board member and staff introductions were given.

Additional Agenda Items

Approve Other Payroll and Approve Contract was added to the agenda.

Approve Agenda

Motion White Lake, seconded by Gregory approving the amended agenda. All members present voted aye. Motion carried.

Approve Minutes from June 25, 2025

Motion Platte-Geddes, seconded by Kimball approving the minutes from the regular meeting held on June 25, 2025. All members present voted aye. Motion carried.

Approve Financial Reports

Motion Platte-Geddes, seconded by Plankinton approving the report of cash transactions, payroll summary report, revenue summary, and expenditure reports dated June 30, 2025. All members present voted aye. Motion carried.

Approve the purchase of two Chevrolet Trailblazers from Billion Automotive

Motion Kimball, seconded by Gregory to approve the purchase of two 2026 Chevrolet Trailblazers from Billion Automotive. All members present voted aye. Motion carried.

Approve July 2025 Bills

Motion Wolsey-Wessington, seconded by Plankinton approving the following bills for payment:

Check #	Vendor Name	Account Number	Invoice Detail Description	Invoice Amount
4184	SOFTWARE HOUSE INTERNATIONAL	10 2227 000 473	MICROSOFT LICENSING 25-26	\$ 1,927.68
4167	EMC INSURANCE COMPANY	10 2545 000 550	CAR INSURANCE 25-26	\$ 2,943.00
4169	FIRST DAKOTA INDEMNITY COMPANY	10 2623 000 240	ED SPEC WORKMAN'S COMP 25-26	\$ 335.46
4175	MID CENTRAL EDUCATIONAL COOPERATIVE	10 5000 000 520	OFFICE LEASE PAYMENT	\$ 500.00
Fund 10 Total:				\$ 5,706.14
4169	FIRST DAKOTA INDEMNITY COMPANY	22 1223 000 240	TRANSITION WORKMAN'S COMP 25-26	\$ 167.73
4164	CORSICA-STICKNEY SCHOOL DISTRICT	22 1223 000 325	PROGRAM RENT	\$ 1,500.00

4161	BITTNER, MACKENZIE	22 1223 000 334	SUMMER TRANSITION PROGRAM STIPEND	\$	10.00
4168	FEDDE, JADEN	22 1223 000 334	SUMMER TRANSITION PROGRAM STIPEND	\$	80.00
4170	FISCHER, KADYN	22 1223 000 334	SUMMER TRANSITION PROGRAM STIPEND	\$	80.00
4178	NICHOLS, KAITLYNN	22 1223 000 334	SUMMER TRANSITION PROGRAM STIPEND	\$	80.00
4180	PARSHALL, KADOKA	22 1223 000 334	SUMMER TRANSITION PROGRAM STIPEND	\$	80.00
4189	WATTS, JAYDEN	22 1223 000 334	SUMMER TRANSITION PROGRAM STIPEND	\$	80.00
4191	WINTERS, OWEN	22 1223 000 334	SUMMER TRANSITION PROGRAM STIPEND	\$	80.00
6733	GUNNARE, DESIREE	22 1223 000 411	SUMMER TRANSITION SUPPLIES	\$	136.27
6733	GUNNARE, DESIREE	22 1223 000 411	SUMMER TRANSITION SUPPLIES	\$	49.73
4187	US BANK VOYAGER FLEET SYSTEMS	22 1223 000 413	TRANSITION FUEL	\$	35.12
4169	FIRST DAKOTA INDEMNITY COMPANY	22 2126 000 240	ED EVAL WORKMAN'S COMP 25-26	\$	335.46
4174	LET'S GO LEARN, INC	22 2126 000 411	SITE SUBSCRIPTION 25-26; INV #5349	\$	15,625.00
4187	US BANK VOYAGER FLEET SYSTEMS	22 2126 000 413	ED EVAL FUEL	\$	27.46
4169	FIRST DAKOTA INDEMNITY COMPANY	22 2149 000 240	PSYCH WORKMAN'S COMP 25-26	\$	1,006.38
6750	SIBBEL, ERIN	22 2149 000 640	PSYCH DUES	\$	340.00
6736	HELBIG, KATE	22 2149 028 319	PSYCH SUPERVISION PAYMENT - MH	\$	2,400.00
4169	FIRST DAKOTA INDEMNITY COMPANY	22 2159 000 240	SPEECH WORKMAN'S COMP 25-26	\$	2,515.95
6729	BRINK, BOBBI	22 2159 000 334	SPEECH TRAVEL	\$	147.40
6744	ODENBACH, KARISSA	22 2159 000 411	SPEECH FINGERPRINT FEE	\$	20.00
4177	NELSON'S MACHINE AND WELDING	22 2159 000 413	SPEECH OIL CHANGE AND TIRE - TANIA #38	\$	252.90
4187	US BANK VOYAGER FLEET SYSTEMS	22 2159 000 413	SPEECH FUEL	\$	61.81
6731	FANNING, KARLEE	22 2159 000 413	SPEECH FINGERPRINT FEE	\$	15.93
6735	HEISINGER, MORGAN	22 2159 000 640	SLPA LICENSE RENEWAL	\$	100.00
4169	FIRST DAKOTA INDEMNITY COMPANY	22 2171 000 240	PT WORKMAN'S COMP 25-26	\$	167.72
4166	DALES A1 TRANSMISSION SERVICES	22 2171 000 413	PT CAR REPAIR - #31	\$	9,221.45
4187	US BANK VOYAGER FLEET SYSTEMS	22 2171 000 413	PT FUEL	\$	34.90
4169	FIRST DAKOTA INDEMNITY COMPANY	22 2172 000 240	OT WORKMAN'S COMP 25-26	\$	503.19
4187	US BANK VOYAGER FLEET SYSTEMS	22 2172 000 413	OT FUEL	\$	54.54
4171	FORUM COMMUNICATIONS	22 2319 000 350	BOARD ADVERTISING	\$	76.61
4171	FORUM COMMUNICATIONS	22 2319 000 350	BOARD ADVERTISING	\$	164.16
4173	INSTITUTIONAL COMPLIANCE SOLUTIONS	22 2319 000 640	TITLE IX PLATFORM ACCESS 25-26	\$	12,625.00
4163	CNA SURETY	22 2319 000 651	DIRECTOR AND BUSINESS MANAGER BOND	\$	300.00
4167	EMC INSURANCE COMPANY	22 2319 000 651	PROPERTY AND LIABILITY INSURANCE 25-26	\$	19,647.00
4167	EMC INSURANCE COMPANY	22 2319 000 651	CAR INSURANCE 25-26	\$	45,861.00
4169	FIRST DAKOTA INDEMNITY COMPANY	22 2321 000 240	OFFICE ASSISTANT WORKMAN'S COMP 25-26	\$	167.73
4169	FIRST DAKOTA INDEMNITY COMPANY	22 2329 000 240	DIRECTOR WORKMAN'S COMP 25-26	\$	167.73
4187	US BANK VOYAGER FLEET SYSTEMS	22 2329 000 413	DIRECTOR FUEL	\$	85.16
4169	FIRST DAKOTA INDEMNITY COMPANY	22 2529 000 240	FISCAL WORKMAN'S COMP 25-26	\$	167.73
4185	SOFTWARE UNLIMITED, INC.	22 2529 000 411	FISCAL ACCOUNTING PROGRAM 25-26	\$	8,350.00
4179	NORTHWESTERN ENERGY	22 2549 000 321 001	OFFICE ELECTRICITY	\$	326.00
4162	CITY OF PLATTE	22 2549 000 321 002	OFFICE WATER AND SEWER	\$	73.96
4181	PLATTE TREE AND LAWN CARE	22 2549 000 323	OFFICE LAWN MAINTENANCE	\$	75.00
4183	ROCKFORD'S SANITATION, LLC	22 2549 000 323	OFFICE GARBAGE	\$	60.00
4190	WILLIAMS MUSICAL AND OFFICE EQUIPMENT REPAIR	22 2549 000 325	COPIER SUPPLIES	\$	230.00
4176	MIDSTATE COMMUNICATIONS	22 2549 000 340	OFFICE PHONE	\$	374.69
4165	COUNTY FAIR FOOD STORE	22 2549 000 411	OFFICE SUPPLIES	\$	11.59
4160	BILLION CHEVROLET	22 2549 000 550	2026 CHEVROLET TRAILBLAZER	\$	30,421.00
4160	BILLION CHEVROLET	22 2549 000 550	2026 CHEVROLET TRAILBLAZER	\$	30,616.00
4169	FIRST DAKOTA INDEMNITY COMPANY	22 2765 000 240	B-3 WORKMAN'S COMP 25-26	\$	167.73

4186	THREE RIVERS COOPERATIVE	22 2765 000 334	B-3 WORKSHOP FEE	\$	30.00
				Fund 22 Total:	\$ 185,207.03
4169	FIRST DAKOTA INDEMNITY COMPANY	53 2226 000 240	VS WORKMAN'S COMP 25-26	\$	503.19
6726	ANDERSON, EMILY	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	500.00
6727	ANDERSON, MERRETTA	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	300.00
6728	BREWER, LINDSEY	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	400.00
6730	CAMPBELL, BETTY	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	900.00
6732	FORESTER, ASHLEY	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	500.00
6734	HANSEN, ANDREA	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	300.00
6737	HOHN, SARAH	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	1,290.00
6738	JENSEN, MICHELE	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	500.00
6739	JOHNSON, DILLON	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	100.00
6740	KELEHER, LORI	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	600.00
6741	KOUPAL, KAREN	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	600.00
6742	LARSON, ERIN	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	400.00
6743	MITTELSTEDT, RODNEY	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	480.00
6743	MITTELSTEDT, RODNEY	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	200.00
6745	RANK, TORRI	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	300.00
6746	RENKLY, SHANNON	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	400.00
6747	SCHAFFER, MAXWELL	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	300.00
6748	SCHNEIDER, JEFF	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	100.00
6749	SCHNEIDER, MARY	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	900.00
6751	STEEVES, KELSEY	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	400.00
6752	TEEL, APRIL	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	490.00
4188	VERIZON WIRELESS	53 2226 000 340	VS PHONE	\$	52.89
4182	QUILL CORPORATION	53 2226 000 411	VS SUPPLIES	\$	29.99
4172	IMAGINE LEARNING LLC	53 2226 000 411 201	EDGENUITY LICENSES FOR 25-26	\$	77,631.31
				Fund 53 Total:	\$ 88,177.38
				Report Total:	\$ 279,090.55

All members present voted aye. Motion carried.

Approve Other Payroll

Motion White Lake, seconded by Kimball to approve the following other payroll:

PAYROLL ITEMS THAT NEED APPROVAL BY THE GOVERNING BOARD July 16, 2025

EMPLOYEE NAME	SERVICES	AMOUNT
Julia Hopkins	Summer Tranistion Program Services	\$1,568.75
TOTAL TO BE APPROVED FOR AUGUST 20, 2025 PAYROLL		\$1,568.75

All members present voted aye. Motion carried.

Officially adjourn the 2024-2025 Cooperative Board and appoint Director Renee Thomas as temporary chairperson

Motion Kimball, seconded by Platte-Geddes to officially adjourn the 2024-2025 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 Mike Deinert, Lorlen Husman, and Anthony Mayer.

Organize the 2025-2026 Board of Education

Motion by Platte-Geddes, seconded by White Lake to nominate Chad Clites as President for 2025-2026 year, nominations ceased by Plankinton and seconded by Kimball. All members present voted aye. Motion carried.

Motion White Lake, seconded by Platte-Geddes to nominate for Roxanne Summerville as Vice President for 2025-2026 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.

Approve Potential Conflict of Interest per SDCL 3-23

Motion Kimball, 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 White Lake, seconded by Kimball to approve the conflict of interest form from Roxanne Summerville 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 White Lake, seconded by Platte-Geddes 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.

Motion Kimball, seconded by Platte-Geddes to approve the conflict of interest form from Anthony Mayer 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 Kimball, seconded by Armour to approve the conflict of interest form from Mike Deinert 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 White Lake, seconded by Platte-Geddes to approve the conflict of interest form from Chad Clites as he is a member of the CORE Educational Coop board and an alternate member of the Mid Central Educational Coop board. All members present voted aye. Motion carried.

Annual Meeting Approvals

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

- a. Designate the South Dakota Mail as the cooperative's official newspaper for the 2025-2026 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 Wednesday 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 2025-2026 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.

Review Conducting the Public's Business in Public Guide to SD Open Meetings Law

A copy of the guide was distributed to all board members and reviewed. No action taken.

Approve Surplus Cars

Motion Platte-Geddes, seconded by Kimball to surplus the following vehicles: Inventory #1007 2014 Ford Fusion and Inventory #1010 2015 Ford Fusion. Bids will be accepted from school districts until the September 10, 2025 meeting. All members present voted aye. Motion carried.

Approve Contract

Motion White Lake, seconded by Armour to approve the contract #EMP2026-040 from Julia Hopkins to provided support for the Summer Transition Program at the rate of \$25.00 per hour. All members present voted aye. Motion carried.

Director's Report

No action taken.

Next Meeting:

Wednesday, August 6, 2025 at 1:00 p.m. at the CORE Educational Cooperative in Platte, SD.

Adjourn

Motion White Lake, seconded by Platte-Geddes to adjourn the meeting at 10:46 a.m. All members present voted aye.
Motion carried.

President

Business Manager

CORE Educational Cooperative					
Report of Cash Transactions					
June 30, 2025					
Fund Totals:			As of 5/31/25	As of 6/30/25	
CORE Educational Cooperative:			\$ 750,112.66	\$ 729,486.41	
DIAL Virtual School:			\$ 2,130,732.46	\$ 2,007,399.57	
			\$ 2,880,845.12	\$ 2,736,885.98	
Beginning Balance of First Fidelity Bank as of 6/1/2025:					\$ 1,576,097.98
Receipts:					
	Fund 10 (General Fund)				\$ 30,200.00
	Fund 22 (Special Ed)				\$ 271,361.61
	Fund 22 (CORE Bank Account Interest 0.15%)				\$ 195.32
	Fund 53 (Virtual School)				\$ 41,992.97
Total Receipts:					\$ 343,749.90
Expenditures:					
	Fund 10 (General Fund)				\$ 2,407.93
	Fund 22 (Special Ed)				\$ 61,341.48
	Fund 53 (Virtual School)				\$ 158,677.31
Total Expenditures:					\$ 222,426.72
Voided Check:	Fund 22: Check #4133 SASD				\$ 125.00
Automatic Withdraw:	ACH Monthly Payment (Fund 22)				\$ 10.00
Total Automatic Withdraw:					\$ 10.00
Payroll:					
	Fund 10 (General Fund)				\$ 16,307.46
	Fund 22 (Special Ed)				\$ 242,494.20
	Fund 53 (Virtual School)				\$ 22,564.61
Total Payroll:					\$ 281,366.27
Ending Balance of First Fidelity Bank as of 6/30/2025:					\$ 1,416,169.89
Beginning Balance of CD in First Fidelity Bank as of 6/1/2025 (Fund 10)					\$ 55,511.66
Interest:	Fund 10 (General Fund) - 18 months (Matures 4/12/2026) 4.16%				\$ -
Ending Balance of CD in First Fidelity Bank as of 6/30/2025					\$ 55,511.66
Beginning Balance of CD in First Fidelity Bank as of 6/1/2025 (Fund 10)					\$ 56,835.37
Interest:	Fund 10 (General Fund) - 18 months (Matures 8/15/2026) 4.20%				\$ -
Ending Balance of CD in First Fidelity Bank as of 6/30/2025					\$ 56,835.37
Beginning Balance of CD in First Fidelity Bank as of 6/1/2025 (Fund 53)					\$ 235,533.30
Interest:	Fund 53 (Virtual School) - 18 months (Matures 5/17/2026) 4.16%				\$ -
Ending Balance of CD in First Fidelity Bank as of 6/30/2025					\$ 235,533.30
Beginning Balance of CD in First Fidelity Bank as of 6/1/2025 (Fund 53)					\$ 541,391.19
Interest:	Fund 53 (Virtual School) - 18 months (Matures 9/13/2026) 4.16%				\$ -
Ending Balance of CD in First Fidelity Bank as of 6/30/2025					\$ 541,391.19
Beginning Balance of CD in First Fidelity Bank as of 6/1/2025 (Fund 53)					\$ 415,475.62
Interest:	Fund 53 (Virtual School) - 10 months (Matures 7/9/2025) 4.63%				\$ 15,968.95
Ending Balance of CD in First Fidelity Bank as of 6/30/2025					\$ 431,444.57
Ending Balance as of 6/30/2025					\$ 2,736,885.98