

**MINUTES OF THE REGULAR BOARD MEETING OF THE  
CORE EDUCATIONAL COOPERATIVE  
BOARD OF DIRECTORS  
WEDNESDAY, FEBRUARY 8, 2023**

President C. Clites called the regular meeting of the Board of Directors of the Core Educational Cooperative to order at 10:00 a.m. on Wednesday, February 8, 2023, at CORE Educational Cooperative Office in Platte, SD.

Members present: Tina Westendorf (Armour), Pamela Haukaas via Zoom (Colome), Chad Clites (Corsica-Stickney), Katie Bolander via Zoom (Gregory), Lisa Pazour (Kimball), Dale Larsch via Zoom (Mt. Vernon), Lindsey Weich (Plankinton), Roxi Summerville (Platte-Geddes), and Brooke Legrand via Zoom (Wolsey-Wessington).

Members absent: Joel Johnson (Burke), Judge Jessop (Lyman), Sara Thompson (Wessington Springs), and Kris Pursell (White Lake).

Superintendents: David Nicholas via Zoom (Colome), Scott Muckey (Corsica-Stickney), Sara Anderson (Gregory), Clint Nelson via Zoom (Mt. Vernon), Lezlie Larson via Zoom (Plankinton), and Joel Bailey via Zoom (Platte-Geddes).

Others present: Valerie Johnson (Director), Renee Thomas (Assistant Director), Catrina Brown (Business Manager).

**Public Forum**

No action taken.

**Additional Agenda Items**

No additional agenda items were added.

**Approve Agenda**

Motion Plankinton, seconded by Kimball approving the agenda. All members present voted aye. Motion carried.

**Approve Minutes from January 11, 2023**

Motion Platte-Geddes, seconded by Armour approving the minutes from the regular meeting held on January 11, 2023. All members present voted aye. Motion carried.

**Approve Financial Reports**

Motion Plankinton, seconded by Armour approving the report of cash transactions, payroll summary report, revenue summary, and expenditure reports dated January 31, 2023. All members present voted aye. Motion carried.

**Approve February 2023 Bills**

Motion Kimball, seconded by Gregory approving the following bills for payment:

Check #	Vendor Name	Account Number	Invoice Detail Description	Invoice Amount
3233	FIRST BANK & TRUST	10 2623 000 334	ED SPEC TRAVEL	\$ 300.00
3233	FIRST BANK & TRUST	10 2623 000 334	ED SPEC TRAVEL	\$ (54.50)
3239	MY PLACE HOTEL - BROOKINGS SD	10 2623 000 334	ED SPEC TRAVEL	\$ 83.76
4006	BOOS, MICHELLE	10 2623 000 334	ED SPEC MEALS	\$ 54.00
4009	BURKE, KARLA	10 2623 000 334	ED SPEC MEALS	\$ 68.00
3246	SEVERSON'S SERVICE	10 2623 000 413	ED SPEC TIRES AND OIL CHANGE - KARLA #23	\$ 1,156.44
3249	US BANK VOYAGER FLEET SYSTEMS	10 2623 000 413	ED SPEC FUEL	\$ 177.80
3236	MID CENTRAL EDUCATIONAL COOPERATIVE	10 5000 000 000	OFFICE LEASE PAYMENT	\$ 500.00
<b>Fund 10 Total:</b>				<b>\$ 2,285.50</b>
3229	CORNER MARKET	22 1223 000 411	TRANSITION PROGRAM MEALS	\$ 279.52
3242	QUILL CORPORATION	22 1223 000 411	TRANSITION SUPPLIES	\$ 21.78
3249	US BANK VOYAGER FLEET SYSTEMS	22 1223 000 413	TRANSITION FUEL	\$ 115.86
3248	TOTEM PD	22 1223 000 640	TRANSITION PROGRAM PD	\$ 2,140.00
3250	USD CENTER FOR DISABILITIES	22 1223 000 640	TRANSITION PROGRAM WORKSHOP FEE	\$ 160.00
3224	ABA DESK	22 2113 000 411	BEHAVIORAL SUPPLIES	\$ 72.00
3246	SEVERSON'S SERVICE	22 2113 000 413	BEHAVIORAL TIRES & OIL CHANGE - CHR #29	\$ 829.07

3249	US BANK VOYAGER FLEET SYSTEMS	22 2113 000 413	BEHAVIORAL FUEL	\$ 265.81
3250	USD CENTER FOR DISABILITIES	22 2113 000 640	BEHAVIORAL WORKSHOP FEE	\$ 235.00
3231	CORSICA-STICKNEY SCHOOL DISTRICT	22 2113 025 325	PROGRAM RENT	\$ 1,000.00
3251	VERIZON WIRELESS	22 2113 025 411	BEHAVIORAL MIFI	\$ 40.01
3249	US BANK VOYAGER FLEET SYSTEMS	22 2126 000 413	ED EVAL FUEL	\$ 282.81
4029	RUBENDALL, JAYNE	22 2149 000 334	PSYCH TRAVEL	\$ 271.32
3247	STANDARD PUBLISHING	22 2149 000 350	PSYCH ADVERTISING	\$ 173.90
3233	FIRST BANK & TRUST	22 2149 000 411	PSYCH SUPPLIES	\$ 110.00
3249	US BANK VOYAGER FLEET SYSTEMS	22 2149 000 413	PSYCH FUEL	\$ 225.11
3252	WOLSEY-WESSINGTON SCHOOL DISTRICT	22 2159 000 190	1/2 SPEECH PAYMENT 22-23	\$ 27,876.55
4008	BRINK, BOBBI	22 2159 000 334	SPEECH TRAVEL	\$ 548.25
4017	KLUNDT, JENNIFER	22 2159 000 334	SPEECH TRAVEL	\$ 45.90
3247	STANDARD PUBLISHING	22 2159 000 350	SPEECH ADVERTISING	\$ 173.89
3235	MAIN STREET AUTO PARTS LLC	22 2159 000 413	SPEECH WASHER FLUID - TANIA #21	\$ 6.95
3241	OVERWEG AUTO, GLASS, & FUEL	22 2159 000 413	SPEECH TIRES - LAURA #33	\$ 1,066.20
3249	US BANK VOYAGER FLEET SYSTEMS	22 2159 000 413	SPEECH FUEL	\$ 942.36
4005	BERGELEEN, LAURA	22 2159 000 413	SPEECH TIRE REPAIR	\$ 324.83
4005	BERGELEEN, LAURA	22 2159 000 640	SPEECH DUES - ASHA	\$ 225.00
3249	US BANK VOYAGER FLEET SYSTEMS	22 2171 000 413	PT FUEL	\$ 262.99
4033	STUKEL, KELLIE	22 2171 000 413	PT OIL CHANGE - KELLIE #31	\$ 53.20
3234	LAWLER AUTOMOTIVE INC	22 2172 000 413	OT OIL CHANGE AND BREAKS - PAIGE #18	\$ 312.42
3249	US BANK VOYAGER FLEET SYSTEMS	22 2172 000 413	OT FUEL	\$ 495.79
3248	TOTEM PD	22 2213 000 640	STAFF PD	\$ 2,140.00
4021	LEHR, DAVE	22 2227 000 319	TECH SERVICES; INV #2501	\$ 523.00
3227	CENTRAL DAKOTA TIMES	22 2319 000 350	BOARD ADVERTISING	\$ 744.35
3230	CORSICA GLOBE	22 2319 000 350	BOARD ADVERTISING	\$ 178.50
3247	STANDARD PUBLISHING	22 2319 000 350	BOARD ADVERTISING	\$ 50.00
3233	FIRST BANK & TRUST	22 2329 000 411	DIRECTOR SUPPLIES	\$ 16.99
3249	US BANK VOYAGER FLEET SYSTEMS	22 2329 000 413	DIRECTOR FUEL	\$ 240.65
3225	ASBSD	22 2329 000 640	ASSISTANT DIRECTOR WORKSHOPS	\$ 125.00
3250	USD CENTER FOR DISABILITIES	22 2329 000 640	ASSISTANT DIRECTOR WORKSHOP FEE	\$ 160.00
3233	FIRST BANK & TRUST	22 2529 000 411	FISCAL POSTAGE	\$ 127.25
3233	FIRST BANK & TRUST	22 2529 000 411	FISCAL SUPPLIES	\$ 5.00
3242	QUILL CORPORATION	22 2529 000 411	FISCAL SUPPLIES	\$ 447.01
3240	NORTHWESTERN ENERGY	22 2549 000 321 001	OFFICE ELECTRICTIY	\$ 248.00
3228	CITY OF PLATTE	22 2549 000 321 002	OFFICE WATER AND SEWER	\$ 76.15
3244	SAMUELSON TIRE AND OIL	22 2549 000 321 003	OFFICE PROPANE	\$ 765.90
3226	BRONDSEMA TREE SERVICE LLC	22 2549 000 323	SNOW REMOVAL; INV #809	\$ 250.00
3226	BRONDSEMA TREE SERVICE LLC	22 2549 000 323	SNOW REMOVAL; INV #813	\$ 200.00
3238	MIDWEST FIRE AND SAFETY	22 2549 000 323	OFFICE FIRE EXTINGUISHER INSPECTION	\$ 190.00
3243	ROCKFORD'S SANITATION, LLC	22 2549 000 323	OFFICE GARBAGE	\$ 61.00
3237	MIDSTATE COMMUNICATIONS	22 2549 000 340	OFFICE PHONE	\$ 307.00
3251	VERIZON WIRELESS	22 2549 000 340	OFFICE MIFI	\$ 40.01
3232	COUNTY FAIR	22 2549 000 411	OFFICE SUPPLIES	\$ 58.13
3233	FIRST BANK & TRUST	22 2549 000 411	OFFICE MEAL	\$ 66.52
3242	QUILL CORPORATION	22 2549 000 411	OFFICE SUPPLIES	\$ 195.29
3233	FIRST BANK & TRUST	22 2549 000 550	OFFICE CAR REFUND	\$ (1,000.00)
3233	FIRST BANK & TRUST	22 2765 000 411	BIRTH TO THREE SUPPLIES	\$ 16.99

**Fund 22 Total: \$ 44,789.26**

4004	FORESTER, ASHLEY	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	810.00
4007	BREWER, LINDSEY	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	1,350.00
4010	CARDELLA, CHRISTY	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	720.00
4011	COULSON, DANIELLE	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	630.00
4012	FETTE, NICOLE	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	1,710.00
4013	HANSEN, ANDREA	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	720.00
4015	JENSEN, MICHELE	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	1,350.00
4016	KELEHER, LORI	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	1,080.00
4018	KOUPAL, KAREN	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	630.00
4019	KREULEN, NANCY	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	1,080.00
4020	LARSON, ERIN	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	720.00
4023	MITTELSTEDT, RODNEY	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	2,520.00
4024	PUNT, KANDY	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	900.00
4025	RAAK, CATHERINE	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	180.00
4026	RANG, SHELBY	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	450.00
4027	RANK, TORRI	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	450.00
4030	SCHAFFER, MAXWELL	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	1,710.00
4031	SHELL, JENNIFER	53 2226 000 319 201	EDGE TEACHER PAYMEN	\$	630.00
4032	SCHNEIDER, JEFF	53 2226 000 319 201	EDGE TEACHER PAYMEN	\$	90.00
4034	SUMMERS, RAYNA	53 2226 000 319 201	EDGE TEACHER PAYMEN	\$	1,620.00
4035	TEEL, APRIL	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	720.00
4036	THOMPSON, JULIE	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	2,160.00
4037	WITT, KATE	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	1,350.00
4014	HOHBACH, ELLEN	53 2226 000 319 202	BLACKBOARD TEACHER PAYMENT	\$	1,530.00
4022	MERKEL, BRENDA	53 2226 000 319 202	BLACKBOARD TEACHER PAYMENT	\$	100.00
4028	ROTH, NICOLE	53 2226 000 319 202	BLACKBOARD TEACHER PAYMENT	\$	100.00
4037	WITT, KATE	53 2226 000 319 202	BLACKBOARD TEACHER PAYMENT	\$	100.00
3251	VERIZON WIRELESS	53 2226 000 340	VS PHONE	\$	51.27
3233	FIRST BANK & TRUST	53 2226 000 341	VS POSTAGE	\$	625.14
3233	FIRST BANK & TRUST	53 2226 000 411	PD/GRANT WRITER SUPPLIES	\$	16.99
3242	QUILL CORPORATION	53 2226 000 411	VS SUPPLIES	\$	447.01
3245	SD DIVISION OF CRIMINAL INVESTIGATION	53 2226 000 411	VS TEACHER FINGERPRINTS - FORESTER	\$	43.25
3233	FIRST BANK & TRUST	53 2226 000 411 202	BLACKBOARD SUPPLIES	\$	1,361.81
<b>Fund 53 Total:</b>				<b>\$</b>	<b>27,955.47</b>
<b>Report Total:</b>				<b>\$</b>	<b>75,030.23</b>

All members present voted aye. Motion carried.

**Approve Other Payroll**

Motion by Platte-Geddes, seconded by Plankinton to approve the following other payroll:

PAYROLL ITEMS THAT NEED APPROVAL BY THE GOVERNING BOARD		
February 8, 2023		
EMPLOYEE NAME	SERVICES	AMOUNT
Betsy Shippy	Physical Therapy Services	\$1,525.88
Lonna Chilson	Speech Therapy Substitute Services - January 2023	\$911.20
<b>TOTAL TO BE APPROVED FOR FEBRUARY 20, 2023 PAYROLL</b>		<b>\$2,437.08</b>

All members present voted aye. Motion carried.

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

No action taken.

**Recognize Employee Negotiations Committee per SDCL 3-18-3**

Motion Armour, seconded by Kimball to approve the following employee negotiations committee per SDCL 3-18-3: Sona Kott, Christina Kenyon, Erin Sibbel, and Laura Bergeleen. All members present voted aye. Motion carried.

**Purchasing Vehicles**

Motion Plankinton, seconded Kimball to start searching and possibly purchasing two vehicles for new staff or current staff to use for 2023-2024. All members present voted aye. Motion carried.

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

Motion Platte-Geddes, seconded by Armour to enter into executive session at 10:16 a.m. to discuss personnel per SDCL 1-25-2 (1). All members present voted aye. Motion carried.

President C. Clites declared open session at 10:27 a.m.

**Approve Contract**

Motion Platte-Geddes, seconded by Gregory to approve the contract EMP2024-024 for Jaycie Hohn, School Psychologist Intern, at the salary of \$60,000.00. All members present voted aye. Motion carried.

**Director’s Report**

No Action taken.

**Next Meeting:**

Wednesday, March 8, 2023 at 10:00 a.m. at the CORE Educational Cooperative in Platte, SD.

**Adjourn**

Motion Kimball, seconded by Mt. Vernon to adjourn the meeting at 10:34 a.m. All members present voted aye. Motion carried.

**President**

**Business Manager**

<b>CORE Educational Cooperative</b>				
<b>Report of Cash Transactions</b>				
<b>January 31, 2023</b>				
<b>Fund Totals:</b>		<b>As of 12/31/22</b>	<b>As of 1/31/23</b>	
CORE Educational Cooperative:		\$ 429,956.48	\$ 479,678.48	
DIAL Virtual School:		\$ 1,414,323.17	\$ 1,369,336.59	
		<b>\$ 1,844,279.65</b>	<b>\$ 1,849,015.07</b>	
<b>Beginning Balance of First Fidelity Bank as of 1/1/2023:</b>				<b>\$ 1,022,374.87</b>
<b>Receipts:</b>				
	Fund 10 (General Fund)			\$ 1,404.00
	Fund 22 (Special Ed)			\$ 262,387.21
	Fund 22 (CORE Bank Account Interest 0.12%)			\$ 105.63
	Fund 53 (Virtual School)			\$ 19,400.00
	<b>Total Receipts:</b>			<b>\$ 283,296.84</b>
<b>Expenditures:</b>				
	Fund 10 (General Fund)			\$ 2,558.97
	Fund 22 (Special Ed)			\$ 20,302.63
	Fund 53 (Virtual School)			\$ 46,211.58
	<b>Total Expenditures:</b>			<b>\$ 69,073.18</b>
<b>Void:</b>	Torri Rank (Fund 53) - Wrong bank account information, reissue			<b>\$ 360.00</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)			\$ 12,379.00
	Fund 22 (Special Ed)			\$ 178,924.24
	Fund 53 (Virtual School)			\$ 19,165.92
	<b>Total Payroll:</b>			<b>\$ 210,469.16</b>
<b>Ending Balance of First Fidelity Bank as of 1/31/2023:</b>				<b>\$ 1,026,479.37</b>
<b>Beginning Balance of CD in First Fidelity Bank as of 1/1/2023 (Fund 10)</b>				\$ 52,103.57
<b>Interest:</b>	Fund 10 (General Fund) - 24 months (Matures 10/12/24) 2.16%			\$ -
<b>Ending Balance of CD in First Fidelity Bank as of 1/31/2023</b>				<b>\$ 52,103.57</b>
<b>Beginning Balance of CD in First Fidelity Bank as of 1/1/2023 (Fund 10)</b>				\$ 52,197.02
<b>Interest:</b>	Fund 10 (General Fund) - 18 months (Matures 3/15/23) 0.25%			\$ -
<b>Ending Balance of CD in First Fidelity Bank as of 1/31/2023</b>				<b>\$ 52,197.02</b>
<b>Beginning Balance of CD in First Fidelity Bank as of 1/1/2023 (Fund 53)</b>				\$ 216,984.33
<b>Interest:</b>	Fund 53 (Virtual School) - 24 months (Matures 11/17/24) 3.10%			\$ -
<b>Ending Balance of CD in First Fidelity Bank as of 1/31/2023</b>				<b>\$ 216,984.33</b>
<b>Beginning Balance of CD in First Fidelity Bank as of 1/1/2023 (Fund 53)</b>				\$ 500,619.86
<b>Interest:</b>	Fund 53 (Virtual School) - 18 months (Matures 7/10/23) 0.25%			\$ 630.92
<b>Ending Balance of CD in First Fidelity Bank as of 1/31/2023</b>				<b>\$ 501,250.78</b>
<b>Ending Balance as of 1/31/2023</b>				<b>\$ 1,849,015.07</b>