

**MINUTES OF THE REGULAR BOARD MEETING OF THE
CORE EDUCATIONAL COOPERATIVE
BOARD OF DIRECTORS
THURSDAY, APRIL 6, 2023**

President C. Clites called the regular meeting of the Board of Directors of the Core Educational Cooperative to order at 10:05 a.m. on Thursday, April 6, 2023, at CORE Educational Cooperative Office in Platte, SD.

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

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

Superintendents: Craig Holbeck via Zoom (Armour), Scott Muckey via Zoom (Corsica-Stickney), Sara Anderson (Gregory), Chris Noid via Zoom (Kimball), Clint Nelson via Zoom (Mt. Vernon), Lezlie Larsen 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 items were added to the agenda.

Approve Agenda

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

Approve Minutes from March 8, 2023

Motion Plankinton, seconded by Mt. Vernon approving the minutes from the regular meeting held on March 8, 2023. All members present voted aye. Motion carried.

Approve Financial Reports

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

Approve April 2023 Bills

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

Check #	Vendor Name	Account Number	Invoice Detail Description	Invoice Amount
3280	CODE BREAKER, INC	10 1111 027 424	STEM GRANT SUPPLIES	\$ 2,000.00
3297	SPHERO	10 1111 027 549	K5 STEM GRANT SUPPLIES; INV #159498	\$ 112,920.00
3284	FIRST BANK & TRUST	10 2623 000 334	ED SPECH TRAVEL	\$ 170.48
3286	LODGE AT DEADWOOD, THE	10 2623 000 334	ED SPEC HOTEL ROOMS	\$ 470.00
4162	BOOS, MICHELLE	10 2623 000 334	ED SPEC TRAVEL	\$ 40.00
4165	BURKE, KARLA	10 2623 000 334	ED SPEC TRAVEL	\$ 46.00
3299	US BANK VOYAGER FLEET SYSTEMS	10 2623 000 413	ED SPEC FUEL	\$ 271.82
4165	BURKE, KARLA	10 2623 000 640	ED SPEECH	\$ 170.00
3288	MID CENTRAL EDUCATIONAL COOPERATIVE	10 5000 000 000	OFFICE LEASE PAYMENT	\$ 500.00
Fund 10 Total:				\$ 116,588.30
3284	FIRST BANK & TRUST	22 1223 000 334	TRANSITION PROGRAM TRAVEL	\$ 340.96
4169	GUNNARE, DESIREE	22 1223 000 334	TRANSITION PROGRAM TRAVEL	\$ 40.00
3300	VERIZON WIRELESS	22 1223 000 340	TRANSTION PROGRAM MIFI	\$ 40.01
3281	CORNER MARKET	22 1223 000 411	TRANSITION PROGRAM SUPPLIES	\$ 262.10
3299	US BANK VOYAGER FLEET SYSTEMS	22 1223 000 413	TRANSITION PROGRAM FUEL	\$ 236.01
3276	BLACK HILLS SPECIAL SERVICES COOPERATIVE	22 1223 000 640	TRANSITION PROGRAM WORKSHOP	\$ 100.00
3284	FIRST BANK & TRUST	22 2113 000 334	BEHAVIORAL ANALYST TRAVEL	\$ 170.48

3299	US BANK VOYAGER FLEET SYSTEMS	22 2113 000 413	BEHAVIORAL ANALYST FUEL	\$ 425.24
3282	CORSICA-STICKNEY SCHOOL DISTRICT	22 2113 025 325	PROGRAM RENT	\$ 1,000.00
3275	APPLE INC	22 2126 000 411	ED EVAL SUPPLIES - IPAD	\$ 569.00
3296	SEVERSON'S SERVICE	22 2126 000 411	ED EVAL OIL CHANGE - AMBER #12	\$ 69.95
3296	SEVERSON'S SERVICE	22 2126 000 411	ED EVAL OIL CHANGE - BRITTNEY #27	\$ 69.95
3299	US BANK VOYAGER FLEET SYSTEMS	22 2126 000 413	ED EVAL FUEL	\$ 398.75
3285	JAMES VALLEY EDUCATIONAL COOPERATIVE	22 2149 000 319	PSYCH GRANT STIPEND PAYMENT	\$ 4,546.00
4185	RUBENDALL, JAYNE	22 2149 000 334	PSYCH TRAVEL	\$ 336.60
4185	RUBENDALL, JAYNE	22 2149 000 334	PSYCH TRAVEL	\$ 204.00
4190	SIBBEL, ERIN	22 2149 000 334	PSYCH TRAVEL	\$ 221.34
3275	APPLE INC	22 2149 000 411	PSYCH SUPPLIES- IPAD	\$ 1,138.00
3299	US BANK VOYAGER FLEET SYSTEMS	22 2149 000 413	PSYCH FUEL	\$ 347.58
3275	APPLE INC	22 2159 000 411	SPEECH SUPPLIES - IPADS	\$ 5,640.00
3275	APPLE INC	22 2159 000 411	SPEECH SUPPLIES- IPAD	\$ 569.00
3291	OVERWEG AUTO, GLASS, & FUEL LLC	22 2159 000 413	SPEECH CAR REPAIR - LAURA #33	\$ 104.95
3299	US BANK VOYAGER FLEET SYSTEMS	22 2159 000 413	SPEECH FUEL	\$ 1,417.27
3299	US BANK VOYAGER FLEET SYSTEMS	22 2171 000 413	PT FUEL	\$ 334.76
4189	SHUMAKE, PAIGE	22 2172 000 334	OT TRAVEL	\$ 57.12
3275	APPLE INC	22 2172 000 411	OT SUPPLIES - IPAD	\$ 569.00
3292	OVERWEG REPAIR	22 2172 000 413	OT CAR REPAIR - SONA #34	\$ 911.78
3299	US BANK VOYAGER FLEET SYSTEMS	22 2172 000 413	OT FUEL	\$ 520.93
3284	FIRST BANK & TRUST	22 2213 000 319	PSYCH OUT OF STATE WORKSHOP FEE	\$ 2,120.00
3284	FIRST BANK & TRUST	22 2213 000 411	STAFF SUPPLIES	\$ 129.99
4177	LEHR, DAVE	22 2227 000 319	TECH SERVICES; INV #2520	\$ 600.25
3278	CENTRAL DAKOTA TIMES	22 2319 000 350	BOARD ADVERTISING	\$ 334.39
3284	FIRST BANK & TRUST	22 2319 000 411	BOARD SUPPLIES	\$ 58.36
4193	THOMAS, RENEE	22 2329 000 334	DIRECTOR TRAVEL	\$ 40.00
3275	APPLE INC	22 2329 000 411	DIRECTOR SUPPLIES - IPAD	\$ 569.00
3284	FIRST BANK & TRUST	22 2329 000 411	DIRECTOR SUPPLIES	\$ 34.70
3298	TOM'S AUTO SERVICE	22 2329 000 411	DIRECTOR CAR REPAIR - VAL #25	\$ 259.31
3299	US BANK VOYAGER FLEET SYSTEMS	22 2329 000 413	DIRECTOR FUEL	\$ 455.80
3286	LODGE AT DEADWOOD, THE	22 2529 000 334	DIRECTOR HOTEL ROOM	\$ 282.00
4164	BROWN, CATRINA	22 2529 000 334	FISCAL TRAVEL	\$ 52.02
3284	FIRST BANK & TRUST	22 2529 000 341	FISCAL POSTAGE	\$ 361.80
3287	MCLEOD'S PRINTING & OFFICE SUPPLY	22 2529 000 411	FISCAL CHECKS - INV #66452	\$ 164.01
3290	NORTHWESTERN ENERGY	22 2549 000 321 001	OFFICE ELECTRICITY	\$ 248.00
3279	CITY OF PLATTE	22 2549 000 321 002	OFFICE WATER AND SEWER	\$ 76.45
3295	SAMUELSON TIRE AND OIL	22 2549 000 321 003	OFFICE PROPANE	\$ 612.35
3277	BRONDSEMA TREE SERVICE LLC	22 2549 000 323	OFFICE SNOW REMOVAL; INV #831	\$ 250.00
3289	MIDSTATE COMMUNICATIONS	22 2549 000 340	OFFICE PHONE	\$ 305.65
3300	VERIZON WIRELESS	22 2549 000 340	OFFICE MIFI	\$ 40.01
3283	COUNTY FAIR	22 2549 000 411	OFFICE SUPPLIES	\$ 49.39
3299	US BANK VOYAGER FLEET SYSTEMS	22 2765 000 334	B-3 FUEL	\$ 91.78
3284	FIRST BANK & TRUST	22 2765 000 411	B-3 POSTAGE	\$ 4.44
3284	FIRST BANK & TRUST	22 2765 000 411	B-3 SUPPLIES-ADOBE	\$ 23.99
3293	QUILL CORPORATION	22 2765 000 411	BIRTH TO THREE SUPPLIES	\$ 159.98
3294	RIVERSIDE TECHNOLOGIES, INC	22 2765 000 411	BIRTH TO THREE SUPPLIES	\$ 982.00
Fund 22 Total:				\$ 28,946.45

4161	FORESTER, ASHLEY	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$ 270.00
4163	BREWER, LINDSEY	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$ 360.00
4166	COULSON, DANIELLE	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$ 180.00
4167	FETTE, NICOLE	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$ 450.00
4168	FRANK, STEPHANIE	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$ 720.00
4170	HANSEN, ANDREA	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$ 450.00
4172	JENSEN, MICHELE	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$ 360.00
4173	JOHNSON, DILLON	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$ 270.00
4174	KELEHER, LORI	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$ 270.00
4175	KOUPAL, KAREN	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$ 540.00
4176	LARSON, ERIN	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$ 270.00
4178	MITTELSTEDT, RODNEY	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$ 1,530.00
4181	PUNT, KANDY	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$ 720.00
4182	RANG, SHELBY	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$ 450.00
4183	RANK, TORRI	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$ 90.00
4184	RENKLY, SHANNON	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$ 810.00
4187	SCHAFFER, MAXWELL	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$ 810.00
4188	SCHELL, JENNIFER	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$ 270.00
4191	SUMMERS, RAYNA	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$ 180.00
4192	TEEL, APRIL	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$ 360.00
4194	WITT, KATE	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$ 270.00
4171	HERRING, DANI	53 2226 000 319 202	BLACKBOARD TEACHER PAYMENT	\$ 100.00
4179	NOVOTNY, KRISTINA	53 2226 000 319 202	BLACKBOARD TEACHER PAYMENT	\$ 100.00
4180	OLSON, MARDA	53 2226 000 319 202	BLACKBOARD TEACHER PAYMENT	\$ 100.00
4186	RUSSELL-MANKE, ANNIKA	53 2226 000 319 202	BLACKBOARD TEACHER PAYMENT	\$ 100.00
3300	VERIZON WIRELESS	53 2226 000 340	VS PHONE	\$ 51.27
3284	FIRST BANK & TRUST	53 2226 000 341	VS POSTAGE	\$ 131.55
3284	FIRST BANK & TRUST	53 2226 000 411	G/W PD SUPPLIES - ADOBE	\$ 23.99
3284	FIRST BANK & TRUST	53 2226 000 411 202	BLACKBOARD SUPPLIES	\$ 479.87
Fund 53 Total:				\$ 10,716.68

Report Total: \$ 156,251.43

All members present voted aye. Motion carried.

Approve Other Payroll

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

PAYROLL ITEMS THAT NEED APPROVAL BY THE GOVERNING BOARD		
April 6, 2023		
EMPLOYEE NAME	SERVICES	AMOUNT
Betsy Shippy	Physical Therapy Services	\$1,556.73
TOTAL TO BE APPROVED FOR APRIL 20, 2023 PAYROLL		\$1,556.73

All members present voted aye. Motion carried.

Approve Quotes from Auditors for 2022-2023

Motion Mt. Vernon, seconded by Gregory to approved the quote from Shoenfish & Co, Inc. for the 2022-2023 fiscal audit at the amount to not exceed \$9500.00. All members present voted aye. Motion carried.

Approve Potential Conflict of Interest per SDCL 3-23

No action taken.

Approve Executive Session for Personnel per SDCL 1-25-2 (1) Contracts; (4) Master Negotiated Agreement; (4) Business Manager and Assistant Director Evaluations; (4) Business Manager and Director Negotiations

Motion Armour, seconded by Plankinton to enter into executive session at 10:14 a.m. to discuss personnel per SDCL 1-25-2 (1) Contracts; (4) Master Negotiated Agreement; (4) Business Manager and Assistant Director Evaluations; (4) Business Manager and Director Negotiations. All members present voted aye. Motion carried.

President C. Clites declared open session at 10:53 a.m.

Approve Contracts per SDCL 1-25-2 (1)

Motion Mt. Vernon, seconded by Kimball to approve the following contracts per 2023-2024 Master Negotiated Agreement:

Contract #	Employee	Title	Contract Dates	2023-2024 Salary Amount
EMP2024-002	Kafka, Kristi	School Psychologist	07/01/2023 to 06/30/2024	\$82,854.68
EMP2024-003	Bergeleen, Laura	Speech Therapist	07/01/2023 to 06/30/2024	\$65,544.25
EMP2024-004	Boyden, Jennifer	Speech Therapist Assistant	07/01/2023 to 06/30/2024	\$40,775.00
EMP2024-005	Brink, Bobbi	Birth to Three Bright Beginnings/Speech Therapist	07/01/2023 to 06/30/2024	\$80,493.95
EMP2024-007	Sibbel, Erin	School Psychologist	07/01/2023 to 06/30/2024	\$69,454.89
EMP2024-008	Mosterd, Holly	Birth to Three Coordinator	07/01/2023 to 06/30/2024	\$66,000.00
EMP2024-010	Klunt, Jennifer	Speech Therapist	07/01/2023 to 06/30/2024	\$72,808.61
EMP2024-011	Kott, Sona	Occupational Therapist	07/01/2023 to 06/30/2024	\$83,184.00
EMP2024-012	Larson, Roxann	Speech Therapist	07/01/2023 to 06/30/2024	\$71,634.41
EMP2024-013	Palmer, Nicole	Speech Therapist	07/01/2023 to 06/30/2024	\$60,560.54
EMP2024-014	Hall, Nicole	School Psychologist Intern	07/01/2023 to 06/30/2024	\$60,000.00
EMP2024-015	Shumake, Paige	Occupational Therapy	07/01/2023 to 06/30/2024	\$65,026.15
EMP2024-016	Stukel, Kellie	Physical Therapist	07/01/2023 to 06/30/2024	\$98,194.47
EMP2024-017	Harrington, Maci	Speech Therapist	07/01/2023 to 06/30/2024	\$56,500.00
EMP2024-018	Boyd, Tayla	Speech Therapist Assistant	07/01/2023 to 06/30/2024	\$42,098.00
EMP2024-019	Witt, Tania	Speech Therapist	07/01/2023 to 06/30/2024	\$83,518.09
EMP2024-020	Wright, Natalie	Speech Therapist	07/01/2023 to 06/30/2024	\$74,364.12
EMP2024-021	Vosika, Maria	Speech Therapist	07/01/2023 to 06/30/2024	\$60,778.75
EMP2024-022	Burke, Karla	Educational Specialist	07/01/2023 to 06/30/2024	\$66,000.00
EMP2024-023	Griffith, Jamie	Speech Therapist	07/01/2023 to 06/30/2024	\$71,221.00
EMP2024-025	Kenyon, Christina	Behavioral Analyst	07/01/2023 to 06/30/2024	\$74,000.00
EMP2024-027	Roth, Brittney	Educational Evaluator	07/01/2023 to 06/30/2024	\$51,250.00
EMP2024-029	Gill, Amber	Educational Evaluator	07/01/2023 to 06/30/2024	\$56,000.00
EMP2024-030	Boos, Michelle	Educational Specialist	07/01/2023 to 06/30/2024	\$65,000.00
EMP2024-031	Gunnare, Desiree	Transition Program Specialist	07/01/2023 to 06/30/2024	\$54,000.00
EMP2024-033	Geidel, Brittney	Paraprofessional	07/01/2023 to 06/30/2024	\$34,000.00
EMP2024-040	Rubendall, Jayne	School Psychologist	07/01/2023 to 06/30/2024	\$37,135.03
EMP2024-035	Shippy, Betsy	Physical Therapist	07/01/2023 to 06/30/2024	\$50 per hour/state rate mileage
EMP2024-036	Pruett, Cheryl	Occupational Therapy Assistant	07/01/2023 to 06/30/2024	\$43.50 per hour/state rate mileage
EMP2024-037	Ringling, Sandy	Speech Therapy Substitute	07/01/2023 to 06/30/2024	\$50 per hour/state rate mileage
EMP2024-039	Lonna Chilson	Speech Therapy Substitute	07/01/2023 to 06/30/2024	\$50 per hour/state rate mileage
STEM2024-001	Jill Outka-Hill	Assist Program Director with STEM Program	04/11/2023 to 12/31/2023	\$2500 for 2023 Spring/Summer PD \$2500 for 2023 Summer/Fall PD

All members present voted aye. Motion carried.

Approve Offering Administrative Contracts for 2023-2024

Motion Kimball, seconded by Armour to approve the following administrative contracts for 2023-2024:

EMP2024-001	Thomas, Renee	Director	07/01/2023 to 06/30/2024	\$85,000.00
EMP2024-006	Brown, Catrina	Business Manager	07/01/2023 to 06/30/2024	\$62,000.00

All members present voted aye. Motion carried.

Approve SD School District Benefits Fund Adoption and Renewal

Motion Plankinton, seconded by Burke to approve the SD School District Benefits Fund Adoption and Renewal Notice. All members present voted aye. Motion carried.

Approve SD School District Benefits Fund Participation Agreement

Motion Mt. Vernon, seconded by Armour to approve SD School District Benefits Fund Participation Agreement.

All members voted aye. Motion carried.

Director's Report

No Action taken.

Next Meeting:

Thursday, May 4, 2023 at 11:00 a.m. at the CORE Educational Cooperative in Platte, SD.

Adjourn

Motion Plankinton, seconded by Kimball to adjourn the meeting at 11:06 a.m. All members present voted aye.

Motion carried.

President

Business Manager

CORE Educational Cooperative

Report of Cash Transactions

March 31, 2023

Fund Totals:		As of 2/28/23	As of 3/31/23
CORE Educational Cooperative:		\$ 582,434.07	\$ 588,444.39
DIAL Virtual School:		\$ 1,552,216.33	\$ 1,648,761.13
		\$ 2,134,650.40	\$ 2,237,205.52
Beginning Balance of First Fidelity Bank as of 3/1/2023:			\$ 1,312,114.70
Receipts:			
	Fund 10 (General Fund)		\$ 400.00
	Fund 22 (Special Ed)		\$ 219,043.36
	Fund 22 (CORE Bank Account Interest 0.12%)		\$ 137.78
	Fund 53 (Virtual School)		\$ 129,520.56
	Total Receipts:		\$ 349,101.70
Expenditures:			
	Fund 10 (General Fund)		\$ 3,981.86
	Fund 22 (Special Ed)		\$ 14,810.31
	Fund 53 (Virtual School)		\$ 13,809.84
	Total Expenditures:		\$ 32,602.01
Automatic Withdraw:	ACH Monthly Payment (Fund 22)		\$ 10.00
	Total Automatic Withdraw:		\$ 10.00
Payroll:			
	Fund 10 (General Fund)		\$ 12,379.00
	Fund 22 (Special Ed)		\$ 182,454.36
	Fund 53 (Virtual School)		\$ 19,165.92
	Total Payroll:		\$ 213,999.28
Ending Balance of First Fidelity Bank as of 3/31/2023:			\$ 1,414,605.11
Beginning Balance of CD in First Fidelity Bank as of 3/1/2023 (Fund 10)			\$ 52,103.57
Interest:	Fund 10 (General Fund) - 24 months (Matures 10/12/24) 2.16%		\$ -
Ending Balance of CD in First Fidelity Bank as of 3/31/2023			\$ 52,103.57
Beginning Balance of CD in First Fidelity Bank as of 3/1/2023 (Fund 10)			\$ 52,197.02
Interest:	Fund 10 (General Fund) - 13 months (Matures 4/15/24) 4.30%		\$ 64.71
Ending Balance of CD in First Fidelity Bank as of 3/31/2023			\$ 52,261.73
Beginning Balance of CD in First Fidelity Bank as of 3/1/2023 (Fund 53)			\$ 216,984.33
Interest:	Fund 53 (Virtual School) - 24 months (Matures 11/17/24) 3.10%		\$ -
Ending Balance of CD in First Fidelity Bank as of 3/31/2023			\$ 216,984.33
Beginning Balance of CD in First Fidelity Bank as of 3/1/2023 (Fund 53)			\$ 501,250.78
Interest:	Fund 53 (Virtual School) - 18 months (Matures 7/10/23) 0.25%		\$ -
Ending Balance of CD in First Fidelity Bank as of 3/31/2023			\$ 501,250.78
Ending Balance as of 3/31/2023			\$ 2,237,205.52