

**MINUTES OF THE REGULAR BOARD MEETING OF THE
CORE EDUCATIONAL COOPERATIVE
BOARD OF DIRECTORS
THURSDAY, SEPTEMBER 7, 2017**

President H. Mosterd called the regular meeting of the Board of Directors of the Core Educational Cooperative to order at 2:02 p.m. on Thursday, September 7, 2017, at CORE Educational Cooperative Office in Platte, SD.

Members present: Tina Westendorf (Armour), Holly Mosterd (Burke), Vince Thieman (Colome), Chad Clites (Corsica-Stickney), Karen Timanus (Gregory), Lisa Pazour (Kimball), Dale Larsch (Mt. Vernon), Casey Schmidt (Plankinton), Jess Sondgeroth (Platte-Geddes), and Tonya Aldrich (Wessington Springs).

Members absent: Jim Munson (White Lake) and Jim McGillvrey (Wolsey-Wessington)

Superintendents: Andrea Powell (Armour), Scott Muckey (Corsica-Stickney), Sara Klein (Gregory), Tim Mayclin (Kimball), Steve Randall (Plankinton), Joel Bailey (Platte-Geddes), and Lance Witte (Wessington Springs).

Others present: Valerie Johnson (Director), Casey Bailey (Virtual School Director), and Catrina Brown (Business Manager).

Additional Agenda Items

The following items were added to the printed agenda: Signature Stamps.

Approve Agenda

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

Approve Minutes from August 3, 2017

Motion Kimball, seconded by Mt. Vernon approving the minutes from the regular meeting held on August 3, 2017. All members present voted aye. Motion carried.

Approve Financial Reports

Motion Wessington Springs, seconded by Armour approving the report of cash transactions, revenue summary, and expenditure reports dated August 31, 2017. All members present voted aye. Motion carried.

Approve Bills

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

LARSON, ROXANN	SPEECH PHONE - AUGUST	\$ 20.00
TREZEVANT, SOBRINA	PSYCH DUES	\$ 10.00
TREZEVANT, SOBRINA	PSYCH TRAVEL	\$ 50.00
JOHNSON, VALERIE	DIRECTOR PHONE - JULY/AUGUST	\$ 50.00
JOHNSON, VALERIE	BOARD SUPPLIES	\$ 50.23
JOHNSON, VALERIE	WEBSITE FEE	\$ 84.00
MID-DAKOTA TECHNOLOGIES	TECH SERVICES; INV #1924	\$ 1,245.00
PALMER, NICOLE	SPEECH PHONE - JULY/AUGUST	\$ 40.00
RUBENDALL, JAYNE	PSYCH PHONE - JULY	\$ 20.00
RUBENDALL, JAYNE	PSYCH DUES - NCSP	\$ 210.00
SIBBEL, ERIN	PSYCH DUES	\$ 110.00
SIBBEL, ERIN	PSYCH FINGERPRINT FEE	\$ 20.00
THOMAS, TAYLA	SPEECH PHONE - AUGUST	\$ 20.00
WRIGHT, NATALIE	SPEECH TRAVEL - JULY	\$ 27.72
ARMOUR CHRONICLE	SCREENING ADVERTISING-PSYCH	\$ 24.00
ARMOUR CHRONICLE	SCREENING ADVERTISING-SPEECH	\$ 24.00
ASBSD	DIRECTOR CONFERENCE FEE; INV #24200	\$ 185.00
ASBSD	FISCAL CONFERENCE FEE; INV #24200	\$ 185.00
BREWER, LINDSEY	EDGE TEACHER PAYMENT	\$ 240.00
BURKE GAZETTE, THE	BOARD ADVERTISING; INV #116644	\$ 279.90
CENGAGE LEARNING	CENTURY 21 ACCOUNTING JOURNAL	\$ 174.00
CENGAGE LEARNING	RIO SANCHEZ, DISC JOCKEY MANUAL	\$ 90.00
CENGAGE LEARNING	BLACKBOARD SUPPLIES; INV #6118712	\$ 26.40

CENGAGE LEARNING	ONLINE WORKING PAPERS ACCESS CODES	\$ 42.75
CENGAGE LEARNING	BLACKBOARD SUPPLIES; INV #60980710	\$ 4.28
CITY OF PLATTE	OFFICE WATER AND SEWER	\$ 69.38
CONNECT PRINT & PROMOTIONS LLC	DIRECTOR SUPPLIES-LANYARDS; INV #60280	\$ 205.50
CUTLER, MARSHA	EDGE TEACHER PAYMENT	\$ 160.00
DAWN SIGN PRESS	SIGNING NATURALLY STUDENT WKBOOK	\$ 339.80
DAWN SIGN PRESS	BLACKBOARD SUPPLIES	\$ 17.57
DYK, ROXANE	EDGE TEACHER PAYMENT	\$ 480.00
EDGENUITY INC	EDGENUITY LICENSES; INV #107749	\$ 36,000.00
ESTR PUBLICATIONS	ESTR FORM J REVISED TEACHER LEAVENDAR	\$ 80.00
ESTR PUBLICATIONS	ESTR FORM J REVISED PARENT GREY	\$ 80.00
ESTR PUBLICATIONS	ESTR S	\$ 40.00
ESTR PUBLICATIONS	ESTR-III P CREME	\$ 20.00
ESTR PUBLICATIONS	ESTR-III PINK	\$ 20.00
ESTR PUBLICATIONS	PSYCH SUPPLIES; INV #19546INV	\$ 16.00
FIRST BANK & TRUST	VS WEBSITE FEE	\$ 84.00
FIRST BANK & TRUST	OT SUPPLIES	\$ 31.49
FIRST BANK & TRUST	FISCAL ENVELOPES	\$ 280.30
FIRST BANK & TRUST	VS POSTAGE	\$ 131.97
FIRST BANK & TRUST	VS SUPPLIES	\$ 74.69
FORREST T JONES & COMPANY	PSYCH DUES - KAFKA	\$ 136.00
FOUBERG, JOHN	EDGE TEACHER PAYMENT	\$ 560.00
FREDENBERG, JARED	EDGE TEACHER PAYMENT	\$ 160.00
FRIDLEY, SARA	BLACKBOARD SUPPORT PAYMENT	\$ 120.09
FRIDLEY, SARA	EDGENUITY TEACHER PAYMENT	\$ 240.00
HANSEN, ANDREA	EDGE TEACHER PAYMENT	\$ 400.00
HEALTHCARE PROVIDERS SERVICE ORG.	PT DUES - K. STUKEL	\$ 185.00
HILLMAN'S GAS & GARAGE	SPEECH FUEL - LAURA #	\$ 51.99
HOHN, SARAH	EDGE TEACHER PAYMENT	\$ 480.00
HONERMAN, SARAH	EDGE TEACHER PAYMENT	\$ 160.00
HOUGHTON MIFFLIN HARCOURT	BDI-II RECORD FORMS	\$ 342.80
HOUGHTON MIFFLIN HARCOURT	BDI-II WORKBOOK	\$ 342.80
HOUGHTON MIFFLIN HARCOURT	BDI2 RATTLE	\$ 14.60
HOUGHTON MIFFLIN HARCOURT	BDI2 BOTTLE W/CAP	\$ 29.00
HOUGHTON MIFFLIN HARCOURT	BDI2 PADLOCK AND KEY	\$ 43.60
HOUGHTON MIFFLIN HARCOURT	BDI2 TELEPHONE	\$ 29.80
HOUGHTON MIFFLIN HARCOURT	BDI2 COLOR CHIPS	\$ 16.15
HOUGHTON MIFFLIN HARCOURT	BDI2 FLASHLIGHT	\$ 37.35
HOUGHTON MIFFLIN HARCOURT	RED 2D SHAPES	\$ 22.40
HOUGHTON MIFFLIN HARCOURT	YELLOW 2D SHAPES	\$ 23.00
HOUGHTON MIFFLIN HARCOURT	YELLOW BEADS	\$ 8.75
HOUGHTON MIFFLIN HARCOURT	PSYCH SUPPLIES; INV #953275859	\$ 91.05
HUB INTERNATIONAL MOUNTAIN STATE	DIRECTOR AND FISCAL BOND	\$ 300.00
JENSEN, MICHELLE	EDGE TEACHER PAYMENT	\$ 160.00
KARY, RACHEL	EDGE TEACHER PAYMENT	\$ 160.00
KOUPAL, KAREN	EDGE TEACHER PAYMENT	\$ 880.00
LARSON, ERIN	EDGE TEACHER PAYMENT	\$ 160.00
MID CENTRAL EDUCATIONAL COOP.	OFFICE LEASE PAYMENT - OCT. 2017	\$ 500.00
MIDSTATE COMMUNICATIONS	TELEPHONE SERVICES	\$ 338.14
MIDWEST SPECIAL INSTRUMENTS	SPEECH AUDIOMETERS CALIBRATION	\$ 535.00
MITTELSTEDT, RODNEY	EDGE TEACHER PAYMENT	\$ 800.00
MOTOR CLINIC	SPEECH FUEL - TAYLA #8	\$ 26.32
MULTI HEALTH SYSTEMS	ASRS TEACHER	\$ 60.00
MULTI HEALTH SYSTEMS	ASRS SHORT	\$ 60.00
MULTI HEALTH SYSTEMS	CONNER 3 TEACHER	\$ 130.00

MULTI HEALTH SYSTEMS	CONNER 3 SHORT	\$ 130.00
MULTI HEALTH SYSTEMS	MASC 2 SELF REPORT	\$ 55.00
MULTI HEALTH SYSTEMS	CONNERS EC	\$ 60.00
MULTI HEALTH SYSTEMS	CONNERS USB	\$ 321.00
MULTI HEALTH SYSTEMS	CONNERS PARENT SPANISH	\$ 65.00
MULTI HEALTH SYSTEMS	CONNERS EC PARENT SPANISH	\$ 60.00
MULTI HEALTH SYSTEMS	PSYCH SUPPLIES- INV #I927953	\$ 65.87
MY PLACE HOTEL - BROOKINGS SD	VIRTUAL SCHOOL TRAVEL	\$ 99.02
NORTHWESTERN ENEGERY	OFFICE ELECTRICITY	\$ 585.99
NORTHWESTERN ENEGERY	SHED ELECTRICITY	\$ 34.32
OFFICE PRODUCTS CENTER	OFFICE COPIER - INV #01KA1969	\$ 236.00
OFFICE PRODUCTS CENTER	OFFICE COPIES - INV #01KA2969	\$ 62.87
PEARSON	CELF-5 COMPLETE KIT WITH CASE	\$ 2,163.00
PEARSON	CELF-5 RECORD FORMS 5-8	\$ 238.50
PEARSON	CASL-2 KIT	\$ 559.00
PEARSON	PLS-5 RECORD FORMS (50)	\$ 172.00
PEARSON	GFTA-2 RECORD FORMS	\$ 50.50
PEARSON	PPVT-4 RECORD FORMS B	\$ 51.00
PEARSON	GFTA-3 COMPLETE KIT	\$ 308.00
PEARSON	SPEECH SUPPLIES - INV #11286739	\$ 141.68
PEARSON HIGHER EDUCATION	MY MEDICAL TERMINOLOGY LAB WITH TEXT	\$ 2,835.00
PEARSON HIGHER EDUCATION	BLACKBOARD SUPPLIES	\$ 56.70
PHILADELPHIA INSURANCE	BOARD PROPERTY AND CAR LIAB. INSURANCE	\$ 26,205.00
PHILADELPHIA INSURANCE	BOARD PROPERTY AND CAR LIAB. INSURANCE	\$ 6,595.00
PLATTE FOOD CENTER	BLACKBOARD SUPPLIES	\$ 2.00
PLATTE FOOD CENTER	PSYCH SUPPLIES	\$ 33.86
PLATTE FOOD CENTER	OFFICE SUPPLIES	\$ 11.09
PUNT, KANDY	EDGE TEACHER PAYMENT	\$ 80.00
QUILL CORPORATION	PSYCH SUPPLIES	\$ 48.98
QUILL CORPORATION	SPEECH SUPPLIES	\$ 71.99
QUILL CORPORATION	SPEECH SUPPLIES	\$ 76.99
QUILL CORPORATION	SPEECH SUPPLIES	\$ 418.95
QUILL CORPORATION	SCREENING SUPPLIES	\$ 23.49
QUILL CORPORATION	SCREENING SUPPLIES	\$ 23.50
QUILL CORPORATION	PSYCH SUPPLIES	\$ 40.98
QUILL CORPORATION	SPEECH SUPPLIES	\$ 76.67
RAAK, CATHERINE	EDGE TEACHER PAYMENT	\$ 1,840.00
RAMADA HOTEL & SUITES	DIRECTOR TRAVEL - INV #188925	\$ 209.90
RAMADA HOTEL & SUITES	FISCAL TRAVEL - INV #188926	\$ 209.90
REHAB MART	RED MULTI TASK DRESSING VEST	\$ 54.58
REHAB MART	OT SUPPLIES - INV #20581	\$ 9.00
ROG'S AUTO INC.	PSYCH OIL CHANGE - KRISTI #12	\$ 41.30
SCHOENFISH & CO, INC	AUDIT SERVICES 2016-2017	\$ 5,000.00
SEVERSON'S SERVICE	FISCAL FUEL - CAR #19	\$ 34.00
SEVERSON'S SERVICE	SPEECH OIL CHANGE - BOYDEN #10	\$ 34.21
SEVERSON'S SERVICE	PSYCH CAR SUPPLIES - TREZEVANT #9	\$ 12.50
SEVERSON'S SERVICE	PSYCH FUEL - TREZEVANT #9	\$ 28.60
SEVERSON'S SERVICE	OT FUEL - PAIGE #18	\$ 28.00
SEVERSON'S SERVICE	OT FUEL AND OIL CHANGE - SONA #2	\$ 153.28
SEVERSON'S SERVICE	PSYCH FUEL - ERIN #1	\$ 38.40
SEVERSON'S SERVICE	SPEECH FUEL - BOYDEN #10	\$ 37.00
SIEGFRIED, JOSHUA	EDGE TEACHER PAYMENT	\$ 560.00
SIGNS 4 U	OFFICE DOOR DECAL	\$ 70.00
SUPER DUPER INC	ARTIC PHOTOS SET 1 COMBO	\$ 149.99
SUPER DUPER INC	ARTIC PHOTOS SET 2 COMBO	\$ 119.98

SUPER DUPER INC	ANYTIME GO TOGETHERS	\$ 34.95
TOM'S AUTO SERVICE	PT FUEL - KELLIE #14	\$ 25.38
TOM'S AUTO SERVICE	PT OIL CHANGE AND FUEL - KELLIE #14	\$ 110.79
TOM'S AUTO SERVICE	SPEECH FUEL - TANIA #16	\$ 22.68
VERIZON WIRELESS	VIRTUAL SCHOOL PHONE	\$ 49.64
WPS	SRS 2 PROFILE SHEET SCHOOL AGE	\$ 52.50
WPS	ADOS2 MODULE 2 PROTOCOL	\$ 53.50
WPS	ADOS2 MODULE 3 PROTOCOL	\$ 53.50
WPS	ABAS-3 TEACHER	\$ 150.00
WPS	ABAS-3 PARENT	\$ 75.00
WPS	PSYCH SUPPLIES - INV #WPS-175799	\$ 38.45
Total:		\$ 100,322.80

All members present voted aye. Motion carried.

Approve Payroll for Extended Contracts

Motion Gregory, seconded by Armour to approve the following payroll for extended contracts:

Laura Bergeleen	Speech Therapy ESY Services	\$212.94
Sona Kott	Occupational Therapy ESY Services	\$789.31
Paige Shumake	Occupational Therapy ESY Services	\$175.00
Tayla Thomas	Speech Therapy Assistant ESY Services	\$82.00
Tania Witt	Speech Therapy ESY Services	\$89.30
Natalie Wright	Speech Therapy ESY Services	\$936.00
Kathy Holter	Business Manager Services – July	<u>\$681.00</u>
Total:		\$2965.55

All members present voted aye. Motion carried.

Resolution to Approve Final Budget of 2017-2018

Motion Wessington Springs, seconded by Kimball to approve the final budget for 2017-2018 year. This will be the budget in accordance with SDCL 13-11-2 for fiscal year beginning July 1, 2017 through June 30, 2018.

Roll call vote was held with the following members voting aye: Armour, Burke, Colome, Corsica-Stickney, Gregory, Kimball, Mt. Vernon, Plankinton, Platte-Geddes, and Wessington Springs. Motion carried.

Executive Session

Motion Plankinton, seconded by Colome to enter into executive session at 2:15 p.m. to discuss personnel per SDCL 1-25-2(1). All members present voted aye. Motion carried.

President Holly Mosterd declared executive session closed at 2:18 p.m.

Approve Contracts

Motion Platte-Geddes, seconded by Corsica-Stickney approving the following contracts for the 2017-2018 Fiscal Year:

VS2018-001	Annika Russell	Blackboard Teacher	\$250 per student
VS2018-028	Tina Novotny	Blackboard Teacher	\$250 per student
VS2018-033	Jody Converse	Blackboard Teacher	\$250 per student
VS2018-035	Marda Olson	Blackboard Teacher	\$250 per student

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.

Auditor's Quotes for 2017-2018

The following bid for the 2017-2018 audit was received:

Schoenfish and Co, Inc \$55.00 per hour not to exceed \$7500

Item was tabled until next meeting.

Copier Quotes

The following quotes were received for a multifunction copy machine:

Williams Office Equipment	Option #1 Brand New Lanier MPC4504EX	\$10,500.00
Williams Office Equipment	Option #2 Off-Lease Ricoh MPC5502	\$6,400.00
Office Products Center	Ricoh MPC4501	\$10,678.00

Motion Wessington Springs, seconded by Plankinton to accept the quote from Williams Office Equipment for Option #2. All members present voted aye. Motion carried.

Motion Gregory, seconded by Kimball to pay the \$3000.00 down payment for the copier as soon as the copier is delivered. All members present voted aye. Motion carried.

Workshop Approval

Motion Plankinton, seconded by Gregory to approve the virtual training for Reading, Learning, and Literacy on November 8-11, 2017 at the cost of \$649.00. All members present voted aye. Motion carried.

Signature Stamps

No action taken.

Director's Report

No action taken.

Virtual School Report

No action taken.

Next Meeting:

October 5, 2017 at 2:00 p.m. at the CORE Educational Cooperative in Platte, SD

Adjourn

Motion Mt. Vernon seconded by Wessington Springs to adjourn the meeting at 3:00 p.m. All members present voted aye. Motion carried.

President

Business Manager

**CORE Educational Cooperative
Report of Cash Transactions
August 31, 2017**

Beginning Balance 08/01/2017: **\$ 451,269.28**

Receipts:

Fund 10 (General Fund)	\$ 17,289.37
Fund 12 (Grant Writer)	\$ -
Fund 22 (Special Ed)	\$ 129,917.26
Fund 53 (Virtual School)	\$ 6,009.55
Total Receipts:	\$ 153,216.18

Expenditures:

Fund 10 (General Fund)	\$ 4,674.20
Fund 12 (Grant Writer)	\$ 288.73
Fund 22 (Special Ed)	\$ 13,403.17
Fund 53 (Virtual School)	\$ 8,735.43
Total Expenditures:	\$ 27,101.53

Payroll:

Fund 12 (Grant Writer)	\$ 3,961.08
Fund 22 (Special Ed)	\$ 113,527.84
Fund 53 (Virtual School)	\$ 8,970.67
Total Payroll:	\$ 126,459.59

Ending Balance 08/31/2017 **\$ 450,924.34**

CORE Educational Cooperative:	\$ 223,011.71
DIAL Grant Writer:	\$ (8,210.89)
DIAL Virtual School:	\$ 236,123.52
	\$ 450,924.34