

**MINUTES OF THE REGULAR BOARD MEETING OF THE
CORE EDUCATIONAL COOPERATIVE
BOARD OF DIRECTORS
THURSDAY, MARCH 7, 2024**

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 Thursday, March 7, 2024, at CORE Educational Cooperative Office in Platte, SD.

Members present: Tina Westendorf (Armour), Joel Johnson (Burke), Pamelas Haukaas via Zoom (Colome), Chad Clites (Corsica-Stickney), Lisa Pazour via Zoom (Kimball), Veronica Gerard via Zoom (Lyman), Dale Larsch via Zoom (Mt. Vernon), Lindsey Weich via Zoom (Plankinton), Roxanne Summerville (Platte-Geddes), Jim Munsen (White Lake), and Brooke LeGrand via Zoom (Wolsey-Wessington).

Members absent: Katie Bolander (Gregory) Todd Grohs (Wessington Springs).

Superintendents: Craig Holbeck via Zoom (Armour), Rob Thompson via Zoom (Burke), Betsy Rohde via Zoom (Colome), Scott Muckey via Zoom (Corsica-Stickney), Sara Anderson via Zoom (Gregory), Lezlie Larson via Zoom (Plankinton), and Joel Bailey (Platte-Geddes).

Others present: Renee Thomas (Director), Jane Keller (Administrative Assistant), and Catrina Brown (Business Manager).

Public Forum

No action taken.

Additional Agenda Items

Approve SLPA Contract for 2024-2025 was added to the agenda.

Approve Agenda

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

Approve Minutes from February 8, 2024

Motion Platte-Geddes, seconded by White Lake approving the minutes from the regular meeting held on February 8, 2024. All members present voted aye. Motion carried.

Approve Financial Reports

Motion Burke, seconded by Plankinton approving the report of cash transactions, payroll summary report, revenue summary, and expenditure reports dated February 29, 2024. All members present voted aye. Motion carried.

Approve March 2024 Bills

Motion White Lake, seconded by Platte-Geddes approving the following bills for payment:

Check #	Vendor Name	Account Number	Invoice Detail Description	Invoice Amount
3691	SD DEPARTMENT OF REVENUE	10 2545 000 550	CAR LICENSING	\$ 18.70
5159	BOOS, MICHELLE	10 2623 000 334	ED SPEC MEALS	\$ 354.00
3693	SEVERSON'S SERVICE	10 2623 000 413	ED SPEC OIL CHANGE - KARLA #23	\$ 76.92
3693	SEVERSON'S SERVICE	10 2623 000 413	ED SPEC OIL CHANGE - MICHELLE #32	\$ 50.80
3695	US BANK VOYAGER FLEET SYSTEMS	10 2623 000 413	ED SPEC FUEL	\$ 188.85
5159	BOOS, MICHELLE	10 2623 000 413	ED SPEC WIPERS AND FUEL	\$ 82.71
3682	MID CENTRAL EDUCATIONAL COOPERATIVE	10 5000 000 520	OFFICE LEASE PAYMENT	\$ 500.00
Fund 10 Total:				\$ 1,271.98
3674	CORSICA-STICKNEY SCHOOL DISTRICT	22 1223 000 325	PROGRAM RENT	\$ 1,000.00
3692	SELECT SERVICE CENTER	22 1223 000 413	TRANSITION PROG OIL CHANGE - DES #3	\$ 72.18
3692	SELECT SERVICE CENTER	22 1223 000 413	TRANSITION PROG OIL CHANGE - KATIE #21	\$ 65.00
3695	US BANK VOYAGER FLEET SYSTEMS	22 1223 000 413	TRANSITION PROGRAM FUEL	\$ 133.21
3693	SEVERSON'S SERVICE	22 2113 000 413	BEHAVIORAL OIL CHANGE - BRITTNEY #20	\$ 115.83
3695	US BANK VOYAGER FLEET SYSTEMS	22 2113 000 413	BEHAVIORAL FUEL	\$ 401.75
3695	US BANK VOYAGER FLEET SYSTEMS	22 2126 000 413	ED EVAL FUEL	\$ 401.47
5183	RUBENDALL, JAYNE	22 2149 000 334	PSYCH TRAVEL	\$ 405.96

3677	FIRST BANK & TRUST	22 2149 000 411	PSYCH SUPPLIES	\$ 110.00
3686	QUILL CORPORATION	22 2149 000 411	PSYCH SUPPLIES	\$ 39.99
3697	WPS	22 2149 000 411	PSYCH SUPPLIES - CARS 2 KIT	\$ 338.80
3689	ROG'S AUTO INC.	22 2149 000 413	PSYCH OIL CHANGE - KRISTI #5	\$ 77.48
3694	TOM'S AUTO SERVICE	22 2149 000 413	PSYCH OIL CHANGE AND BATTERY - VAL #25	\$ 394.69
3695	US BANK VOYAGER FLEET SYSTEMS	22 2149 000 413	PSYCH FUEL	\$ 403.00
3673	COMMITTEE FOR CHILDREN	22 2149 028 319	MENTAL HEALTH GRANT SUPPLIES; 2047058	\$ 16,560.90
5156	HELBIG, KATE	22 2149 028 319	PSYCH SUPERVISION	\$ 1,200.00
5161	BRINK, BOBBI	22 2159 000 334	SPEECH TRAVEL	\$ 561.51
3679	LAWLER AUTOMOTIVE INC	22 2159 000 413	SPEECH OIL CHANGE - ROXANN #30	\$ 46.20
3684	NELSON'S MACHINE AND WELDING	22 2159 000 413	SPEECH OIL CHANGE - TANIA #38	\$ 73.95
3695	US BANK VOYAGER FLEET SYSTEMS	22 2159 000 413	SPEECH FUEL	\$ 1,155.73
3695	US BANK VOYAGER FLEET SYSTEMS	22 2171 000 413	PT FUEL	\$ 254.55
3677	FIRST BANK & TRUST	22 2172 000 411	OT SUPPLIES	\$ 53.98
3695	US BANK VOYAGER FLEET SYSTEMS	22 2172 000 413	OT FUEL	\$ 704.39
5158	BECHEN, NICOLE	22 2213 000 319	PSYCH OUT OF STATE TRAVEL	\$ 1,544.99
5167	GEIDEL, BRITTNEY	22 2213 000 319	BEHAVIORAL OUT OF STATE TRAVEL	\$ 249.00
5186	SHUMAKE, PAIGE	22 2213 000 411	STAFF PD SUPPLIES	\$ 8.49
5188	THOMAS, RENEE	22 2213 000 411	STAFF PD SUPPLIES	\$ 27.60
5176	LEHR, DAVE	22 2227 000 319	TECH SERVICES; INV #2588	\$ 661.50
3680	LYMAN COUNTY HERALD	22 2319 000 350	BOARD ADVERTISING	\$ 204.59
3693	SEVERSON'S SERVICE	22 2329 000 413	DIRECTOR OIL CHANGE - RENEE #37	\$ 69.95
3695	US BANK VOYAGER FLEET SYSTEMS	22 2329 000 413	DIRECTOR FUEL	\$ 163.43
3677	FIRST BANK & TRUST	22 2529 000 411	FISCAL SUPPLIES	\$ 157.56
3688	RIVERSIDE TECHNOLOGIES,	22 2529 000 411	FISCAL COMPUTER; INV #IN0408680	\$ 604.00
3685	NORTHWESTERN ENERGY	22 2549 000 321 001	OFFICE ELECTRICITY	\$ 326.00
3672	CITY OF PLATTE	22 2549 000 321 002	OFFICE WATER AND SEWER	\$ 82.35
3690	SAMUELSON TIRE AND OIL	22 2549 000 321 003	OFFICE PROPANE	\$ 291.60
3671	BRONDSEMA TREE SERVICE LLC	22 2549 000 323	SNOW REMOVAL; INV #1249	\$ 100.00
3681	MARTIN PAINTING	22 2549 000 323	OFFICE PAINTING	\$ 12,244.92
3687	REISER LUMBER, INC	22 2549 000 323	OFFICE PAINTING SUPPLIES	\$ 83.73
3683	MIDSTATE COMMUNICATIONS	22 2549 000 340	OFFICE PHONE	\$ 308.08
3675	COUNTY FAIR	22 2549 000 411	OFFICE SUPPLIES	\$ 5.99
3686	QUILL CORPORATION	22 2549 000 411	OFFICE SUPPLIES	\$ 10.98
3669	BECK MOTORS, INC	22 2549 000 550	CAR PURCHASE - 2024 MALIBU	\$ 22,522.50
3695	US BANK VOYAGER FLEET SYSTEMS	22 2765 000 334	B-3 FUEL	\$ 81.01
3676	DIVISION OF REHABILITATION SERVICES	22 4151 024	TRANSITION PROGRAM MATCH	\$ 4,472.12
Fund 22 Total:				\$ 68,790.96
5157	ANDERSON, MERRETTA	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$ 900.00
5160	BREWER, LINDSEY	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$ 630.00
5162	CARDELLA, CHRISTY	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$ 180.00
5163	DYK, ROXANE	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$ 1,260.00
5164	FETTE, NICOLE	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$ 450.00
5165	FITZGERALD, BRANDI	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$ 270.00
5166	FORESTER, ASHLEY	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$ 270.00
5168	HALVORSON, LAURA	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$ 450.00
5169	HOHN, SARAH	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$ 180.00
5170	JENSEN, MICHELE	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$ 180.00
5171	JOHNSON, DILLON	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$ 900.00
5172	KELEHER, LORI	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$ 630.00

5173	KOUPAL, KAREN	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	630.00
5174	KREULEN, NANCY	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	720.00
5175	LARSON, ERIN	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	450.00
5177	MITTELSTEDT, RODNEY	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	2,160.00
5179	PUNT, KANDY	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	1,890.00
5180	RANG, SHELBY	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	540.00
5181	RANK, TORRI	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	270.00
5182	RENKLY, SHANNON	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	1,080.00
5184	SCHAFFER, MAXWELL	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	900.00
5185	SCHNEIDER, JEFF	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	360.00
5187	TEEL, APRIL	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	540.00
5178	PETERS, KAREN	53 2226 000 334	VS TRAVEL	\$	35.19
3696	VERIZON WIRELESS	53 2226 000 340	VS PHONE	\$	61.37
3677	FIRST BANK & TRUST	53 2226 000 341	VS POSTAGE	\$	3.50
5178	PETERS, KAREN	53 2226 000 341	VS POSTAGE	\$	38.10
3678	INSTRUCTURE, INC	53 2226 000 411	GW/PD SUPPLIES; INV #INV582674	\$	3,500.00
3677	FIRST BANK & TRUST	53 2226 000 411 202	BLACKBOARD SUPPLIES	\$	334.32
				Fund 53 Total:	\$ 19,812.48
				Report Total:	\$ 89,875.42

All members present voted aye. Motion carried.

Approve Other Payroll

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

PAYROLL ITEMS THAT NEED APPROVAL BY THE GOVERNING BOARD		
March 7, 2024		
EMPLOYEE NAME	SERVICES	AMOUNT
Betsy Shippy	Physical Therapy Services – February 2024	\$1414.40
TOTAL TO BE APPROVED FOR MARCH 20, 2024 PAYROLL		\$1414.40

All members present voted aye. Motion carried.

Supplemental Budget for 2023-2024 per SDCL 13-11-3.2

Motion Platte-Geddes, seconded by Armour to approve the following supplemental budget per SDCL13-11-3.2:

REVENUES				
10	4191	027	Revenue from State	\$199,614.70
				\$199,614.70
EXPENDITURES				
10	1111	027	424 Instructional Materials	\$13074.00
10	1111	027	549 Other Equipment	\$150,588.00
10	2219	027	319 Contractual Services (Teacher Stipends)	\$24,034.00
				\$187,696.00

Roll call vote with all members voting aye. Motion carried.

Approve Potential Conflict of Interest per SDCL 3-23

No conflict of interest forms were received.

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

Motion White Lake, seconded by Burke to approve entering into executive session at 10:15 a.m. for Personnel per SDCL 1-25-2 (1). All members present voted aye. Motion carried.

President Chad Clites declared the board out of executive session at 10:31 a.m.

Action after Executive Session

No action taken.

Employee Retirement Letter

Motion White Lake, seconded by Colome to approve the retirement letter from Jayne Rubendall effective June 30, 2024. The cooperative board and staff would like to Thank Jayne for her years of service. All members present voted aye. Motion carried.

Approve Offering Contracts to Staff for 2024-2025

Motion Burke, seconded by Armour to approve the list of staff contracts for 2024-2025:

Thomas, Renee	Director
Kafka, Kristi	School Psychologist
Bergeleen, Laura	Speech Therapist
Boyden, Jennifer	Speech Therapist Assistant
Brink, Bobbi	Birth to Three Bright Beginnings/Speech Therapist
Brown, Catrina	Business Manager
Sibbel, Erin	School Psychologist
Mosterd, Holly	Birth to Three Coordinator
Johnson, Valerie	School Psychologist/RDA Coach
Klundt, Jennifer	Speech Therapist
Kott, Sona	Occupational Therapist
Larson, Roxann	Speech Therapist
Palmer, Nicole	Speech Therapist
Hall, Nicole	School Psychologist
Shumake, Paige	Occupational Therapy
Stukel, Kellie	Physical Therapist
Harrington, Maci	Speech Therapist
Boyd, Tayla	Speech Therapist Assistant
Witt, Tania	Speech Therapist
Wright, Natalie	Speech Therapist
Vosika, Maria	Speech Therapist
Burke, Karla	Educational Specialist
Griffith, Jamie	Speech Therapist
Hohn, Jaycie	School Psychologist
Peters, Karen	Virtual School Assistant Director
Roth, Brittney	School Psychologist Intern
Bailey, Casey	Virtual School Director
Gill, Amber	Educational Evaluator
Boos, Michelle	Educational Specialist
Gunnare, Desiree	Transition Program Specialist
O'Doan, Debbie	Professional Development Coordinator/Grant Writer
Keller, Jane	Office Assistant
Millar, Katie	Paraprofessional/Occupational Therapy Assistant

All members present voted aye. Motion carried.

Approve Speech Language Pathologist Assistant Contract for 2024-2025

Motion Platte-Geddes, seconded by Plankinton to approve the contract #EMP2025-001 for Morgan Heisinger for the salary amount of \$37,500.00 for 175 days. All members present voted aye. Motion carried.

Application for Membership into Cooperative

Motion White Lake, seconded by Plankinton to not accept Lower Brule Day School’s letter of membership into the cooperative due to staffing concerns of the cooperative. All members present voted aye. Motion carried.

Director’s Report

No action taken.

Next Meeting:

April 11, 2024 at 10:00 a.m. at the CORE Educational Cooperative in Platte, SD.

Adjourn

Motion White Lake, seconded by Platte-Geddes to adjourn the meeting at 10:53 a.m. All members present voted aye. Motion carried.

President

Business Manager

		CORE Educational Cooperative	
		Report of Cash Transactions	
		February 29, 2024	
Fund Totals:		As of 1/31/24	As of 2/29/24
CORE Educational Cooperative:		\$ 375,401.13	\$ 464,663.59
DIAL Virtual School:		\$ 1,590,482.85	\$ 1,803,587.14
		\$ 1,965,883.98	\$ 2,268,250.73
Beginning Balance of First Fidelity Bank as of 2/1/2024:			\$ 734,757.27
Receipts:			
	Fund 10 (General Fund)		\$ 109,498.40
	Fund 22 (Special Ed)		\$ 227,176.32
	Fund 22 (CORE Bank Account Interest 0.25%)		\$ 186.23
	Fund 53 (Virtual School)		\$ 276,043.02
	Total Receipts:		\$ 612,903.97
Expenditures:			
	Fund 10 (General Fund)		\$ 666.61
	Fund 22 (Special Ed)		\$ 27,398.51
	Fund 53 (Virtual School)		\$ 41,976.70
	Total Expenditures:		\$ 70,041.82
Automatic Withdraw:	ACH Monthly Payment (Fund 22)		\$ 10.00
	Total Automatic Withdraw:		\$ 10.00
Payroll:			
	Fund 10 (General Fund)		\$ 15,571.63
	Fund 22 (Special Ed)		\$ 203,951.74
	Fund 53 (Virtual School)		\$ 20,962.03
	Total Payroll:		\$ 240,485.40
Ending Balance of First Fidelity Bank as of 2/29/2024:			\$ 1,037,124.02
Beginning Balance of CD in First Fidelity Bank as of 2/1/2024 (Fund 10)			\$ 53,229.82
Interest:	Fund 10 (General Fund) - 24 months (Matures 10/12/24) 2.16%		
Ending Balance of CD in First Fidelity Bank as of 2/29/2024			\$ 53,229.82
Beginning Balance of CD in First Fidelity Bank as of 2/1/2024 (Fund 10)			\$ 52,261.73
Interest:	Fund 10 (General Fund) - 13 months (Matures 4/15/24) 4.30%		\$ -
Ending Balance of CD in First Fidelity Bank as of 2/29/2024			\$ 52,261.73
Beginning Balance of CD in First Fidelity Bank as of 2/1/2024 (Fund 53)			\$ 223,762.97
Interest:	Fund 53 (Virtual School) - 24 months (Matures 11/17/24) 3.10%		\$ -
Ending Balance of CD in First Fidelity Bank as of 2/29/2024			\$ 223,762.97
Beginning Balance of CD in First Fidelity Bank as of 2/1/2024 (Fund 53)			\$ 501,872.19
Interest:	Fund 53 (Virtual School) - 10 months (Matures 5/13/24) 4.63%		\$ -
Ending Balance of CD in First Fidelity Bank as of 2/29/2024			\$ 501,872.19
Beginning Balance of CD in First Fidelity Bank as of 2/1/2024 (Fund 53)			\$ 400,000.00
Interest:	Fund 53 (Virtual School) - 10 months (Matures 9/9/24) 4.63%		\$ -
Ending Balance of CD in First Fidelity Bank as of 2/29/2024			\$ 400,000.00
Ending Balance as of 2/29/2024			\$ 2,268,250.73