

**MINUTES OF THE REGULAR BOARD MEETING OF THE
CORE EDUCATIONAL COOPERATIVE
BOARD OF DIRECTORS
THURSDAY, DECEMBER 6, 2018**

President H. Mosterd called the regular meeting of the Board of Directors of the Core Educational Cooperative to order at 10:03 a.m. on Thursday, December 6, 2018, at CORE Educational Cooperative Office in Platte, SD.

Members present: Dave Hartman (Armour), Holly Mosterd (Burke), Joel Koskan (Colome), Chad Clites (Corsica-Stickney), Karen Timanus (Gregory), Dale Larsch (Mt. Vernon), Jess Sondergroth (Platte-Geddes), Tonya Aldrich (Wessington Springs), and Jim Munsen (White Lake).

Members absent: Lisa Pazour (Kimball), Rodney Faulhaber (Plankinton), and Tara Hochhalter (Wolsey-Wessington).

Superintendents: Erik Person (Burke), Scott Muckey (Corsica-Stickney), Sara Klein (Gregory), Tim Mayclin (Kimball), Joel Bailey (Platte-Geddes), and Pandi Pittman (Wessington Springs).

Others present: Valerie Johnson (Director), Catrina Brown (Business Manager), Casey Bailey (Virtual School Director), Erin Sibbel (School Psychologist), Alisha Tech (School Psychologist), Kristi Kafka (School Psychologist), Hilary Callahan (School Psychologist), and Randy Schoenfish (Schoenfish & Company).

Public Forum

Introduction of the school psychologists were given.

Audit Report

An audit report for the fiscal year 2017-2018 was given by Randy Schoenfish of Schoenfish & Company.

Additional Agenda Items

The following item was added to the agenda: Oath of Office.

Administer Oath of Office to New Member

The Business Manager administered the Oath of Office to Dave Hartman (Armour).

Approve Agenda

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

Approve Minutes from November 12, 2018 meeting

Motion Platte-Geddes, seconded by Wessington Springs approving the minutes of the regular meeting held on November 12, 2018. All members present voted aye. Motion carried.

Approve Financial Reports

Motion Wessington Springs, seconded by Mt. Vernon approving the report of cash transactions, revenue summary report and expenditure reports dated November 30, 2018. All members present voted aye. Motion carried.

Approve December 2018 Bills

Motion Corsica-Stickney seconded by Colome approving the following bills for payment:

Check #	Vendor Name	Account Number	Invoice Detail Description	Invoice Amount
1073	MID CENTRAL EDUCATIONAL COOP	10 2535 000 520	OFFICE LEASE PAYMENT	\$ 500.00
Fund 10 Total:				\$ 500.00
569	GROSZ, JOCELYN	22 2126 000 340	ED EVAL PHONE	\$ 75.00
583	THOMAS, RENEE	22 2126 000 340	ED EVAL PHONE	\$ 75.00
1057	FIRST BANK & TRUST	22 2126 000 411	ED EVALUATOR SUPPLIES	\$ 24.18
1087	QUILL CORPORATION	22 2126 000 411	ED EVAL SUPPLIES	\$ 33.57
1102	US BANK VOYAGER FLEET SYSTEMS	22 2126 000 413	ED EVAL FUEL	\$ 187.92
571	KAFKA, KRISTI	22 2149 000 334	PSYCH TRAVEL	\$ 79.00
568	CALLAHAN, HILARY	22 2149 000 340	PSYCH PHONE	\$ 150.00
571	KAFKA, KRISTI	22 2149 000 340	PSYCH PHONE	\$ 150.00
578	RUBENDALL, JAYNE	22 2149 000 340	PSYCH PHONE	\$ 150.00
580	SIBBEL, ERIN	22 2149 000 340	PSYCH PHONE	\$ 150.00
582	TECH, ALISHA	22 2149 000 340	PSYCH PHONE	\$ 150.00
1048	ARMOUR CHRONICLE	22 2149 000 350	PSYCH ADVERTISING-CHILD FIND	\$ 44.25
1050	CENTRAL DAKOTA TIMES	22 2149 000 350	PSYCH ADVERTISING - CHILD FIND	\$ 38.95
1055	CORSICA GLOBE	22 2149 000 350	PSYCH ADVERTISING-CHILD FIND	\$ 43.04

1058	FORUM COMMUNICATIONS	22 2149 000 350	PSYCH ADVERTISING - CHILD FIND	\$ 105.26
1062	GREGORY TIMES-ADVOCATE	22 2149 000 350	PSYCH ADVERTISING-CHILD FIND	\$ 40.46
1096	SOUTH DAKOTA NEWSPAPER,	22 2149 000 350	PSYCH ADVERTISING-CHILD FIND	\$ 202.69
1097	STANDARD PUBLISHING	22 2149 000 350	PSYCH ADVERTISING-CHILD FIND	\$ 111.51
1104	WINNER ADVOCATE	22 2149 000 350	PSYCH ADVERTISING- CHILD FIND	\$ 39.24
1083	PEARSON	22 2149 000 411	WAIS-IV RECORD FORMS	\$ 150.00
1087	QUILL CORPORATION	22 2149 000 411	PSYCH SUPPLIES	\$ 50.28
1094	SOCIAL THINKING	22 2149 000 411	PSYCH SUPPLIES- INV #118154	\$ 118.20
582	TECH, ALISHA	22 2149 000 413	PSYCH FUEL	\$ 74.81
1069	KELLY'S AUTO PARTS	22 2149 000 413	PSYCH CAR REPAIR - ALISHA #9	\$ 204.38
1092	SEVERSON'S SERVICE	22 2149 000 413	PSYCH OIL CHANGE /TIRES- ALISHA #9	\$ 521.15
1102	US BANK VOYAGER FLEET SYSTEMS	22 2149 000 413	PSYCH FUEL	\$ 404.07
582	TECH, ALISHA	22 2149 000 640	PSYCH DUES	\$ 360.00
565	BERGELEEN, LAURA	22 2159 000 340	SPEECH PHONE	\$ 150.00
566	BOYDEN, JENNIFER	22 2159 000 340	SPEECH PHONE	\$ 150.00
572	KLUNDT, JENNIFER	22 2159 000 340	SPEECH PHONE	\$ 150.00
574	LARSON, ROXANN	22 2159 000 340	SPEECH PHONE	\$ 150.00
576	PALMER, NICOLE	22 2159 000 340	SPEECH PHONE	\$ 150.00
584	WITT, TANIA	22 2159 000 340	SPEECH PHONE	\$ 150.00
585	WRIGHT, NATALIE	22 2159 000 340	SPEECH PHONE	\$ 150.00
1048	ARMOUR CHRONICLE	22 2159 000 350	SPEECH ADVERTISING-CHILD FIND	\$ 44.25
1050	CENTRAL DAKOTA TIMES	22 2159 000 350	SPEECH ADVERTISING - CHILD FIND	\$ 38.95
1055	CORSICA GLOBE	22 2159 000 350	SPEECH ADVERTISING-CHILD FIND	\$ 43.03
1058	FORUM COMMUNICATIONS	22 2159 000 350	SPEECH ADVERTISING-CHILD FIND	\$ 105.26
1062	GREGORY TIMES-ADVOCATE	22 2159 000 350	SPEECH ADVERTISING-CHILD FIND	\$ 40.46
1096	SOUTH DAKOTA NEWSPAPER,	22 2159 000 350	SPEECH ADVERTISING-CHILD FIND	\$ 202.70
1097	STANDARD PUBLISHING	22 2159 000 350	SPEECH ADVERTISING-CHILD FIND	\$ 111.51
1104	WINNER ADVOCATE	22 2159 000 350	SPEECH ADVERTISING-CHILD FIND	\$ 39.24
1064	HARTLAND AUTOBODY LLC	22 2159 000 413	SPEECH WINDSHIELD-BOBBI #11	\$ 264.00
1082	OVERWEG REPAIR	22 2159 000 413	SPEECH OIL CHANGE - LAURA #17	\$ 47.79
1102	US BANK VOYAGER FLEET SYSTEMS	22 2159 000 413	SPEECH FUEL	\$ 856.66
572	KLUNDT, JENNIFER	22 2159 000 640	SPEECH DUES - ASHA	\$ 253.00
1049	ASHA C/O SUNTRUST BANK	22 2159 000 640	SPEECH DUES - WITT	\$ 253.00
1049	ASHA C/O SUNTRUST BANK	22 2159 000 640	SPEECH DUES - WRIGHT	\$ 253.00
581	STUKEL, KELLIE	22 2171 000 340	PT PHONE	\$ 150.00
1103	VERIZON WIRELESS	22 2171 000 340	PT MIFI	\$ 40.01
1099	TOM'S AUTO SERVICE	22 2171 000 413	OT TIRES - KELLIE #14	\$ 512.68
1102	US BANK VOYAGER FLEET SYSTEMS	22 2171 000 413	PT FUEL	\$ 256.36
573	KOTT, SONA	22 2172 000 340	OT PHONE	\$ 150.00
579	SHUMAKE, PAIGE	22 2172 000 340	OT PHONE	\$ 150.00
1092	SEVERSON'S SERVICE	22 2172 000 413	OT OIL CHANGE - PAIGE #18	\$ 74.33
1092	SEVERSON'S SERVICE	22 2172 000 413	OT OIL CHANGE - SONA #2	\$ 70.08
1102	US BANK VOYAGER FLEET SYSTEMS	22 2172 000 413	OT FUEL	\$ 362.80
1057	FIRST BANK & TRUST	22 2172 000 640	OT CONFERENCE FEE	\$ 229.98
575	MID-DAKOTA TECHNOLOGIES	22 2227 000 319	TECH SERVICES; INV #2056	\$ 715.00
1104	WINNER ADVOCATE	22 2319 000 350	BOARD ADVERTISING	\$ 148.81
1084	PLATTE FOOD CENTER	22 2319 000 411	BOARD SUPPLIES	\$ 30.55
1106	ZOOM VIDEO COMMUNICATIONS, INC	22 2319 000 411	BOARD SUPPLIES- INV# INV04800100	\$ 49.95
570	JOHNSON, VALERIE	22 2329 000 334	DIRECTOR TRAVEL	\$ 843.80
570	JOHNSON, VALERIE	22 2329 000 334	DIRECTOR MEALS - ED SPEC	\$ 42.00
1057	FIRST BANK & TRUST	22 2329 000 334	DIRECTOR TRAVEL - ED SPEC	\$ 442.97
570	JOHNSON, VALERIE	22 2329 000 340	DIRECTOR PHONE	\$ 150.00

1092	SEVERSON'S SERVICE	22 2329 000 413	DIRECTOR OIL CHANGE - VAL #3	\$	80.98
1102	US BANK VOYAGER FLEET SYSTEMS	22 2329 000 413	DIRECTOR FUEL	\$	213.90
1056	CRISIS PREVENTION INSTITUTE	22 2329 000 640	DIRECTOR DUES AND FEES - INV# IUS0128238	\$	150.00
567	BROWN, CATRINA	22 2529 000 340	FISCAL PHONE	\$	150.00
1085	POSTMASTER	22 2529 000 341	FISCAL POSTAGE-STAMPS	\$	330.00
1092	SEVERSON'S SERVICE	22 2529 000 413	FISCAL FUEL	\$	26.00
1079	NORTHWESTERN ENERGY	22 2549 000 321 001	OFFICE ELECTRICITY	\$	304.00
1052	CITY OF PLATTE	22 2549 000 321 002	OFFICE WATER AND SEWER	\$	66.79
1091	SEVERSON OIL & LP CO. INC	22 2549 000 321 003	OFFICE PROPANE	\$	412.75
1101	TSCHUMPER, MARIO	22 2549 000 323	OFFICE SNOW REMOVAL; INV #35	\$	75.00
1074	MIDSTATE COMMUNICATIONS	22 2549 000 340	OFFICE PHONE	\$	335.91
1103	VERIZON WIRELESS	22 2549 000 340	OFFICE MIFI	\$	40.01
569	GROSZ, JOCELYN	22 2765 000 319	BIRTH TO THREE PHONE	\$	75.00
583	THOMAS, RENEE	22 2765 000 319	BIRTH TO THREE PHONE	\$	75.00
1102	US BANK VOYAGER FLEET SYSTEMS	22 2765 000 334	BIRTH TO THREE TRAVEL	\$	187.92
583	THOMAS, RENEE	22 2765 000 411	BIRTH TO THREE POSTAGE	\$	9.95
Fund 22 Total:				\$	14,288.34
1047	ANDERSON, MERRETTA	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	480.00
1059	FOUBERG, JOHN	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	80.00
1066	HOHN, SARAH	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	80.00
1068	KELEHER, LORI	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	240.00
1070	KOUPAL, KAREN	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	80.00
1071	LARSON, ERIN	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	80.00
1086	PUNT, KANDY	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	240.00
1088	RAAK, CATHERINE	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	560.00
1098	TEEL, APRIL	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	160.00
1105	WITT, KATE	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	80.00
1046	ANDERSON, EMILY	53 2226 000 319 202	BLACKBOARD TEACHER PAYMENT	\$	1,275.00
1051	CHRISTENSEN, LORI	53 2226 000 319 202	BLACKBOARD TEACHER PAYMENT	\$	2,800.00
1053	CLARKE, JEAN	53 2226 000 319 202	BLACKBOARD TEACHER PAYMENT	\$	3,060.00
1054	CONVERSE, JODY	53 2226 000 319 202	BLACKBOARD TEACHER PAYMENT	\$	5,545.00
1059	FOUBERG, JOHN	53 2226 000 319 202	BLACKBOARD TEACHER PAYMENT	\$	1,785.00
1060	FRIDLEY, SARA	53 2226 000 319 202	BLACKBOARD TEACHER PAYMENT	\$	1,275.00
1061	GIBLIN, DEBRA	53 2226 000 319 202	BLACKBOARD TEACHER PAYMENT	\$	510.00
1063	GROPPER, CLAYTON	53 2226 000 319 202	BLACKBOARD TEACHER PAYMENT	\$	3,060.00
1065	HOHBACH, ELLEN	53 2226 000 319 202	BLACKBOARD TEACHER PAYMENT	\$	510.00
1067	JORDAN, LAKISHA	53 2226 000 319 202	BLACKBOARD TEACHER PAYMENT	\$	255.00
1072	MERKEL, BRENDA	53 2226 000 319 202	BLACKBOARD TEACHER PAYMENT	\$	5,950.00
1075	MOHLING, CHARLOTTE	53 2226 000 319 202	BLACKBOARD TEACHER PAYMENT	\$	2,295.00
1076	MOODY, TRACY	53 2226 000 319 202	BLACKBOARD TEACHER PAYMENT	\$	3,660.00
1077	NAGEL, CINDY	53 2226 000 319 202	BLACKBOARD TEACHER PAYMENT	\$	255.00
1078	NICOLAUS, JANET	53 2226 000 319 202	BLACKBOARD TEACHER PAYMENT	\$	1,020.00
1080	NOVOTNY, KRISTINA	53 2226 000 319 202	BLACKBOARD TEACHER PAYMENT	\$	4,080.00
1081	OLSON, MARDA	53 2226 000 319 202	BLACKBOARD TEACHER PAYMENT	\$	1,530.00
1089	REULAND, DAVID	53 2226 000 319 202	BLACKBOARD TEACHER PAYMENT	\$	1,785.00
1090	RUSSELL-MANKE, ANNIKA	53 2226 000 319 202	BLACKBOARD TEACHER PAYMENT	\$	1,785.00
1093	SKINNER, SUZANNE	53 2226 000 319 202	BLACKBOARD TEACHER PAYMENT	\$	510.00
1095	SOMBKE, LORI	53 2226 000 319 202	BLACKBOARD TEACHER PAYMENT	\$	5,080.00
1100	TONAK, LORI	53 2226 000 319 202	BLACKBOARD TEACHER PAYMENT	\$	1,530.00
1100	TONAK, LORI	53 2226 000 319 202	BLACKBOARD TEACHER PAYMENT	\$	1,275.00
1105	WITT, KATE	53 2226 000 319 202	BLACKBOARD TEACHER PAYMENT	\$	2,040.00
577	PETERS, KAREN	53 2226 000 340	VS PHONE	\$	150.00
1103	VERIZON WIRELESS	53 2226 000 340	VS PHONE	\$	54.36
1106	ZOOM VIDEO COMMUNICATIONS, INC	53 2226 000 411	VS SUPPLIES - INV# INV04800100	\$	49.95
1057	FIRST BANK & TRUST	53 2226 000 411 202	BLACKBOARD SUPPLIES	\$	15.96

All members present voted aye. Motion carried.

Approve Payment for Other Payroll

Motion Wessington Springs, seconded by Gregory to pay the following other payroll and board payments:

PAYROLL ITEMS THAT NEED APPROVAL BY THE GOVERNING BOARD		
December 6, 2018		
EMPLOYEE NAME	SERVICES	AMOUNT
Cheryl Pruett	OT Substitute for November 2018	\$438.92
Cheryl Pruett	OT Substitute for December 2018	\$380.63
Dulcie Swan	Speech Substitute for November 2018	\$619.20
TOTAL TO BE APPROVED FOR DECEMBER 20, 2018 PAYROLL		\$1,438.75

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.

National Conference Request

Motion Colome, seconded by Platte-Geddes to approve the National Conference Request for Jayne Rubendall to attend the Learning & The Brain Conference in New York on May 3, 2019 to May 5, 2019. All members present voted aye. Motion carried.

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

Motion Gregory, seconded by Mt. Vernon to enter into executive session at 10:47 a.m. to discuss personnel per SDCL 1-25-2(1). All members present voted aye. Motion carried.

President Holly Mosterd declared open session at 10:50 a.m.

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

Motion Mt. Vernon, seconded by Wessington Springs to approve the following contracts:

Contract #	Name	Description	Payment
VS2019-037	Marda Olson	Digital Animation	1-12 students \$255 per student 13-22 students \$100 per student 23+ students \$255 per student
EMP2019-030	Kandice Hoffman	Speech Therapy Substitute	\$60 per hour, no travel

All members present voted aye. Motion carried.

Approve Letters of Resignation of Virtual School Teachers

Motion Colome, seconded by Platte-Geddes to approve the resignation of Janet Nicolaus effective on January 1, 2019 and Marsha Cutler effective June 30, 2019. All members present voted aye. Motion carried.

Virtual School Report

No action taken.

Director's Report

No action taken.

Next Meeting:

January 10, 2019 at 10:00 a.m. at the CORE Educational Cooperative in Platte, SD

Adjourn

Motion Wessington Springs, seconded by Colome to adjourn the meeting at 11:04 a.m. All members present voted aye. Motion carried.

President

Business Manager

CORE Educational Cooperative				
Report of Cash Transactions				
November 30, 2018				
Fund Totals:			As of 10/31/18	As of 11/30/18
CORE Educational Cooperative:			\$ 216,362.34	\$ 229,851.30
DIAL Grant Writer:			\$ -	\$ -
DIAL Virtual School:			\$ 456,755.38	\$ 479,009.08
			\$ 673,117.72	\$ 708,860.38
Beginning Balance of First Fidelity Bank as of 11/01/2018:				\$ 471,328.53
Receipts:				
	Fund 10 (General Fund)			\$ -
	Fund 12 (Grant Writer)			\$ 3,961.08
	Fund 22 (Special Ed)			\$ 145,751.89
	Fund 53 (Virtual School)			\$ 35,549.86
		Total Receipts:		\$ 185,262.83
Expenditures:				
	Fund 10 (General Fund)			\$ 500.00
	Fund 12 (Grant Writer)			\$ -
	Fund 22 (Special Ed)			\$ 9,438.62
	Fund 53 (Virtual School)			\$ 4,957.87
		Total Expenditures:		\$ 14,896.49
Automatic Withdraw:	ACH Monthly Payment (Fund 22)			\$ 10.00
		Total Automatic Withdraw:		\$ 10.00
Payroll:				
	Fund 12 (Grant Writer)			\$ 3,961.08
	Fund 22 (Special Ed)			\$ 122,314.31
	Fund 53 (Virtual School)			\$ 9,253.80
		Total Payroll:		\$ 135,529.19
Ending Balance of First Fidelity Bank as of 11/30/2018				\$ 506,155.68
Beginning Balance of CD in Farmers State Bank - Parkston as of 11/1/2018 (Fund 53)				\$ 201,789.19
Interest:	Fund 53 (Virtual School)			\$ 915.51
Ending Balance of CD in Farmers State Bank - Parkston as of 11/30/2018				\$ 202,704.70
Ending Balance as of 11/30/2018				\$ 708,860.38