

**MINUTES OF THE REGULAR BOARD MEETING OF THE
CORE EDUCATIONAL COOPERATIVE
BOARD OF DIRECTORS
THURSDAY, APRIL 11, 2024**

President C. Clites called the regular meeting of the Board of Directors of the Core Educational Cooperative to order at 12:00 p.m. on Thursday, April 11, 2024, at CORE Educational Cooperative Office in Platte, SD.

Members present: Tina Westendorf (Armour), Joel Johnson via Zoom (Burke), Pamelas Haukaas via Zoom (Colome), Chad Clites (Corsica-Stickney), Katie Bolander via Zoom (Gregory), Lisa Pazour (Kimball), Dale Larsch (Mt. Vernon), Lindsey Weich (Plankinton), Roxanne Summerville (Platte-Geddes), Jim Munsen (White Lake).

Members absent: Veronica Gerard (Lyman), Todd Grohs (Wessington Springs), and Brooke LeGrand (Wolsey-Wessington).

Superintendents: Craig Holbeck via Zoom (Armour), Betsy Rohde via Zoom (Colome), Sara Anderson (Gregory), and Lezlie Larson via Zoom (Plankinton).

Others present: Renee Thomas (Director), Catrina Brown (Business Manager), and Randy Schoenfish (Schoenfish and Company).

Public Forum

No action taken.

Additional Agenda Items

No additional agenda items were added.

Approve Agenda

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

2022-2023 Audit Report from Schoenfish and Company

Randy Schoenfish gave the audit report for 2022-2023. Copies of the audit were distributed to the school districts.

Approve Minutes from March 7, 2024

Motion White Lake, seconded by Platte-Geddes approving the minutes from the regular meeting held on March 7, 2024.

All members present voted aye. Motion carried.

Approve Financial Reports

Motion Armour, seconded by Gregory approving the report of cash transactions, payroll summary report, revenue summary, and expenditure reports dated March 31, 2024. All members present voted aye. Motion carried.

Approve April 2024 Bills

Motion Mt. Vernon, seconded by Kimball approving the following bills for payment:

Check #	Vendor Name	Account Number	Invoice Detail Description	Invoice Amount
3706	FIRST BANK & TRUST	10 2623 000 334	ED SPEC TRAVEL	\$ 231.00
3719	SHERATON SIOUX FALLS & CONVENTION CENTER	10 2623 000 334	ED SPEC TRAVEL; FOLIO #889972	\$ 150.00
5250	BURKE, KARLA	10 2623 000 334	ED SPEC TRAVEL	\$ 52.00
3723	US BANK VOYAGER FLEET SYSTEMS	10 2623 000 413	ED SPEC FUEL	\$ 179.82
3721	TECHNOLGY& INNOVATION IN EDUCATION	10 2623 000 640	ED SPEC DUES	\$ 150.00
5250	BURKE, KARLA	10 2623 000 640	ED SPEC DUES - CEC	\$ 210.00
3711	MID CENTRAL EDUCATIONAL COOPERATIVE	10 5000 000 520	OFFICE LEASE PAYMENT	\$ 500.00
Fund 10 Total:				\$ 1,472.82
3702	CORSICA-STICKNEY SCHOOL DISTRICT	22 1223 000 325	PROGRAM RENT	\$ 1,000.00
3701	CORNER MARKET	22 1223 000 411	TRANSITION PROGRAM SUPPLIES	\$ 629.77
3717	SELECT SERVICE CENTER	22 1223 000 413	TRANSITION PROGRAM OIL CHANGE - DES #3	\$ 62.52
3723	US BANK VOYAGER FLEET SYSTEMS	22 1223 000 413	TRANSITION PROGRAM FUEL	\$ 116.74
5263	KENYON, CHRISTINA	22 2113 000 334	BEHAVIORAL TRAVEL	\$ 79.56
3706	FIRST BANK & TRUST	22 2113 000 411	BEHAVIORAL SUPPLIES	\$ 12.00
3717	SELECT SERVICE CENTER	22 2113 000 413	BEHAVIORAL STARTER REPAIR - CHRISTINA#29	\$ 596.08
3723	US BANK VOYAGER FLEET	22 2113 000 413	BEHAVIORAL FUEL	\$ 315.15

SYSTEMS

3723	US BANK VOYAGER FLEET SYSTEMS	22 2126 000 413	ED EVAL FUEL	\$	351.32
3723	US BANK VOYAGER FLEET SYSTEMS	22 2149 000 413	PSYCH FUEL	\$	533.29
5246	HELBIG, KATE	22 2149 028 319	PSYCH SUPERVISION	\$	1,200.00
5249	BRINK, BOBBI	22 2159 000 334	SPEECH TRAVEL	\$	690.03
5264	KLUNDT, JENNIFER	22 2159 000 334	SPEECH TRAVEL	\$	44.88
3709	KENNEBEC TELEPHONE COMPANY	22 2159 000 413	SPEECH MUFFLER REPAIR - JAMIE #11	\$	217.30
3717	SELECT SERVICE CENTER	22 2159 000 413	SPEECH BRAKE REPAIR & OIL CHANGE - NAT#4	\$	321.97
3723	US BANK VOYAGER FLEET SYSTEMS	22 2159 000 413	SPEECH FUEL	\$	1,070.73
5277	VOSIKA, MARIA	22 2159 000 640	SPEECH DUES - ASHA	\$	253.00
3722	TOM'S AUTO SERVICE	22 2171 000 413	PT OIL CHANGE - KELLIE #31	\$	73.52
3723	US BANK VOYAGER FLEET SYSTEMS	22 2171 000 413	PT FUEL	\$	266.76
3718	SEVERSON'S SERVICE	22 2172 000 413	OT OIL CHANGE - SONA #39	\$	69.95
3723	US BANK VOYAGER FLEET SYSTEMS	22 2172 000 413	OT FUEL	\$	604.04
3706	FIRST BANK & TRUST	22 2213 000 319	BEHAVIORAL OUT OF STATE TRAVEL	\$	671.89
3706	FIRST BANK & TRUST	22 2213 000 411	STAFF PD BOOKS	\$	279.78
5266	LEHR, DAVE	22 2227 000 319	TECH SERVICES; INV #2594	\$	413.00
3706	FIRST BANK & TRUST	22 2227 000 541	TECH SUPPLIES	\$	49.19
3710	LYMAN COUNTY HERALD	22 2319 000 350	BOARD ADVERTISING	\$	285.33
3706	FIRST BANK & TRUST	22 2319 000 411	BOARD SUPPLIES	\$	102.82
3707	IMPACT APPLICATIONS, INC	22 2319 000 411	CONCUSSION TESTING SUPPLIES; INV #202447	\$	1,400.00
3708	JD'S FASHION SCREEN ART & EMBROIDERY	22 2319 000 411	BOARD SUPPLIES	\$	84.00
3706	FIRST BANK & TRUST	22 2329 000 411	DIRECTOR SUPPLIES	\$	47.98
3723	US BANK VOYAGER FLEET SYSTEMS	22 2329 000 413	DIRECTOR FUEL	\$	144.99
3706	FIRST BANK & TRUST	22 2329 000 640	DIRECTOR WORKSHOP REFUND	\$	(50.00)
3706	FIRST BANK & TRUST	22 2529 000 341	FISCAL POSTAGE	\$	24.00
3714	QUILL CORPORATION	22 2529 000 411	FISCAL SUPPLIES	\$	87.99
3713	NORTHWESTERN ENERGY	22 2549 000 321 001	OFFICE ELECTRICITY	\$	326.00
3700	CITY OF PLATTE	22 2549 000 321 002	OFFICE WATER AND SEWER	\$	82.59
3716	SAMUELSON TIRE AND OIL	22 2549 000 321 003	OFFICE PROPANE	\$	260.40
3699	BRONDSEMA TREE SERVICE LLC	22 2549 000 323	OFFICE SNOW REMOVAL; INV #1268	\$	100.00
3715	ROCKFORD'S SANITATION,	22 2549 000 323	OFFICE GARBAGE	\$	85.00
3725	WADE BROWN CONSTRUCTION	22 2549 000 323	OFFICE DOOR REPAIR	\$	202.86
3712	MIDSTATE COMMUNICATIONS	22 2549 000 340	OFFICE PHONE	\$	368.63
3703	COUNTY FAIR	22 2549 000 411	OFFICE SUPPLIES	\$	12.25
3705	DUTCH OVEN BAKERY	22 2549 000 411	OFFICE SUPPLIES	\$	36.00
3706	FIRST BANK & TRUST	22 2549 000 411	OFFICE SUPPLIES	\$	406.52
3718	SEVERSON'S SERVICE	22 2765 000 334	B-3 OIL CHANGE - HOLLY #22	\$	69.95
3723	US BANK VOYAGER FLEET SYSTEMS	22 2765 000 334	B-3 FUEL	\$	123.45
3706	FIRST BANK & TRUST	22 2765 000 411	B-3 SUPPLIES	\$	47.98
Fund 22 Total:				\$	14,171.21
3720	TAYLOR, CARMEN	53 2226 000 319 201	EDGENUITY TUITION REFUND	\$	440.00
5247	ANDERSON, MERRETTA	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	450.00
5248	BREWER, LINDSEY	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	1,170.00
5251	CAMPBELL, BETTY	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	450.00
5252	DYK, ROXANE	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	990.00
5253	FETTE, NICOLE	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	720.00
5254	FITZGERALD, BRANDI	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	810.00
5255	FORESTER, ASHLEY	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	1,170.00
5256	FOUBERG, JOHN	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	360.00

5257	FRANK, STEPHANIE	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$ 1,170.00
5258	HANSEN, ANDREA	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$ 540.00
5259	HOHN, SARAH	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$ 990.00
5260	JENSEN, MICHELE	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$ 900.00
5261	JOHNSON, DILLON	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$ 900.00
5262	KELEHER, LORI	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$ 810.00
5265	KOUPAL, KAREN	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$ 1,620.00
5267	MITTELSTEDT, RODNEY	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$ 2,250.00
5268	PUNT, KANDY	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$ 1,890.00
5269	RANG, SHELBY	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$ 450.00
5270	RANK, TORRI	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$ 360.00
5271	RENKLY, SHANNON	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$ 1,620.00
5272	SCHAFFER, MAXWELL	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$ 1,440.00
5273	SCHELL, JENNIFER	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$ 990.00
5274	SCHNEIDER, MARY	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$ 4,050.00
5275	TEEL, APRIL	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$ 900.00
5276	THOMPSON, JULIE	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$ 1,440.00
3724	VERIZON WIRELESS	53 2226 000 340	VS PHONE	\$ 61.37
3706	FIRST BANK & TRUST	53 2226 000 341	VS POSTAGE	\$ 22.74
3704	DROP TINE DESIGN	53 2226 000 411	VS WEBSITE	\$ 1,725.00
3706	FIRST BANK & TRUST	53 2226 000 411	GW/PD SUPPLIES	\$ 47.98
3706	FIRST BANK & TRUST	53 2226 000 411 202	BLACKBOARD SUPPLIES	\$ 420.37
Fund 53 Total:				\$ 31,157.46
Report Total:				\$ 46,801.49

All members present voted aye. Motion carried.

Approve Other Payroll

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

PAYROLL ITEMS THAT NEED APPROVAL BY THE GOVERNING BOARD
April 11, 2024

EMPLOYEE NAME	SERVICES	AMOUNT
Betsy Shippy	Physical Therapy Services – March 2024	\$1497.30
TOTAL TO BE APPROVED FOR APRIL 20, 2024 PAYROLL		\$1497.30

All members present voted aye. Motion carried.

Approve depositing CORE funds into CD

Motion Kimball, seconded by Armour to deposit the balance of the CD that matures on 4/15/24 into a 10 month, with interest rate of 4.63%, CD at the First Fidelity Bank in Platte. All members voted aye. Motion carried.

Approve Quote for 2023-2024 Audit

Motion Platte-Geddes, seconded by White Lake to approve the quote from Schoenfish and Company to complete the 2023-2024 audit for the amount not to exceed \$10,500.00. All members voted aye. Motion carried.

Approve Potential Conflict of Interest per SDCL 3-23

No conflict of interest forms were received.

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

Motion Mt. Vernon, seconded by Platte-Geddes to approve entering into executive session at 12:31 p.m. for Personnel per SDCL 1-25-2 (1) Personnel; (4) Master Negotiated Agreement; (4) Business Manager and Director Evaluations; (4) Business Manager and Director Negotiations. All members present voted aye. Motion carried.

President Chad Clites declared the board out of executive session at 1:10 p.m.

Employee’s Resignation Letter

Motion Kimball, seconded by Mt. Vernon to approve the resignation letters from Christina Kenyon and Brittney Geidel effective June 30, 2024. The cooperative board and staff would like to thank Christina and Brittney for their service. All members present voted aye. Motion carried.

Approve Negotiated Agreement

Motion Plankinton, seconded by Platte-Geddes to approve the Master Negotiated Agreement for 2024-2025. All members present voted aye. Motion carried.

Approve Staff Contracts for 2024-2025

Motion Kimball, seconded by Armour to approve the following staff contracts for 2024-2025:

Contract #	Employee	Title	2024-2025 Salary Amount
EMP2025-002	Frandsen, Trisha	Educational Evaluator	\$48,000.00
EMP2025-004	Kafka, Kristi	School Psychologist	\$85,854.68
EMP2025-005	Bergeleen, Laura	Speech Therapist	\$68,544.25
EMP2025-006	Boyden, Jennifer	Speech Therapist Assistant	\$43,775.00
EMP2025-007	Brink, Bobbi	Birth to Three Bright Beginnings/Speech Therapist	\$83,493.95
EMP2025-009	Sibbel, Erin	School Psychologist	\$74,954.89
EMP2025-010	Mosterd, Holly	Birth to Three Coordinator	\$69,500.00
EMP2025-011	Johnson, Valerie	School Psychologist/RDA Coach/DIAL Executive Director	\$70,000.00
EMP2025-012	Klundt, Jennifer	Speech Therapist	\$75,808.61
EMP2025-013	Kott, Sona	Occupational Therapist	\$86,184.00
EMP2025-014	Larson, Roxann	Speech Therapist	\$74,634.41
EMP2025-015	Palmer, Nicole	Speech Therapist	\$63,560.54
EMP2025-016	Bechen, Nicole	School Psychologist	\$65,000.00
EMP2025-017	Shumake, Paige	Occupational Therapy	\$68,026.15
EMP2025-018	Stukel, Kellie	Physical Therapist	\$101,194.47
EMP2025-019	Boyd, Tayla	Speech Therapist Assistant	\$45,098.00
EMP2025-020	Witt, Tania	Speech Therapist	\$86,518.09
EMP2025-021	Wright, Natalie	Speech Therapist	\$77,364.12
EMP2025-022	Vosika, Maria	Speech Therapist	\$64,278.75
EMP2025-023	Burke, Karla	Educational Specialist	\$69,500.00
EMP2025-024	Griffith, Jamie	Speech Therapist	\$74,221.00
EMP2025-025	Hohn, Jaycie	School Psychologist	\$65,000.00
EMP2025-026	Roth, Brittney	School Psychologist Intern	\$60,000.00
EMP2025-027	Gill, Amber	Educational Evaluator	\$59,000.00
EMP2025-028	Boos, Michelle	Educational Specialist	\$68,000.00
EMP2025-029	Gunnare, Desiree	Transition Program Specialist	\$62,500.00
EMP2025-030	Millar, Katie	Paraprofessional/Occupational Therapy Assistant	\$37,000.00
EMP2025-032	Peters, Karen	Virtual School Assistant Director	\$52,200.00
EMP2025-033	Bailey, Casey	Virtual School Director	\$77,544.00
EMP2025-034	O'Doan, Debbie	Professional Development Coordinator/Grant Writer	\$82,929.00
EMP2025-037	Harrington, Maci	Speech Therapist	\$59,500.00

EMP2025-035	Shippy, Betsy	Physical Therapist	\$50 per hour, mileage at state rate
EMP2025-036	Pruett, Cheryl	Occupational Therapy Assistant	\$43.50 per hour, mileage at state rate

All members present voted aye. Motion carried.

Approve Administrative Contracts for 2024-2025

Motion Kimball, seconded by Platte-Geddes to approve the following administrative contracts:

EMP2025-003	Renee Thomas	Director	\$93,000.00
EMP2025-008	Catrina Brown	Business Manager	\$69,000.00

The cooperative will cover full family health, vision, and dental insurance plan premiums for the director and business manager. The director and business manager will receive bereavement leave according to the negotiated agreement. All members present voted aye. Motion carried.

Approve SD School District Benefits Fund Adoption and Renewal

Motion Plankinton, seconded by White Lake to approve the SD School District Benefits Fund Adoption and Renewal.

All members present voted aye. Motion carried.

Approve SD School District Benefits Fund Participation Agreement

Motion Kimball, seconded by Mt. Vernon to approve the SD School District Benefits Fund Participation Agreement. All members present voted aye. Motion carried.

Director’s Report

No action taken.

Next Meeting:

May 9, 2024 at 10:00 a.m. at the CORE Educational Cooperative in Platte, SD.

Adjourn

Motion White Lake, seconded by Armour to adjourn the meeting at 1:20 p.m. All members present voted aye. Motion carried.

President

Business Manager

CORE Educational Cooperative			
Report of Cash Transactions			
March 31, 2024			
Fund Totals:		As of 2/29/24	As of 3/31/24
CORE Educational Cooperative:		\$ 464,663.59	\$ 491,058.67
DIAL Virtual School:		\$ 1,803,587.14	\$ 1,891,392.11
		\$ 2,268,250.73	\$ 2,382,450.78
Beginning Balance of First Fidelity Bank as of 3/1/2024:			\$ 1,037,124.02
Receipts:			
	Fund 10 (General Fund)		\$ 40,857.74
	Fund 22 (Special Ed)		\$ 272,073.29
	Fund 22 (CORE Bank Account Interest 0.25%)		\$ 232.84
	Fund 53 (Virtual School)		\$ 128,579.48
	Total Receipts:		\$ 441,743.35
Expenditures:			
	Fund 10 (General Fund)		\$ 1,271.98
	Fund 22 (Special Ed)		\$ 64,318.84
	Fund 53 (Virtual School)		\$ 19,812.48
	Total Expenditures:		\$ 85,403.30
Automatic Withdraw:			
	ACH Monthly Payment (Fund 22)		\$ 10.00
	Stop Payment Charge (Voyager Check)		\$ 25.00
	Total Automatic Withdraw:		\$ 35.00
Payroll:			
	Fund 10 (General Fund)		\$ 15,571.63
	Fund 22 (Special Ed)		\$ 205,571.34
	Fund 53 (Virtual School)		\$ 20,962.03
	Total Payroll:		\$ 242,105.00
Ending Balance of First Fidelity Bank as of 3/31/2024:			\$ 1,151,324.07
Beginning Balance of CD in First Fidelity Bank as of 3/1/2024 (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 3/31/2024			\$ 53,229.82
Beginning Balance of CD in First Fidelity Bank as of 3/1/2024 (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 3/31/2024			\$ 52,261.73
Beginning Balance of CD in First Fidelity Bank as of 3/1/2024 (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 3/31/2024			\$ 223,762.97
Beginning Balance of CD in First Fidelity Bank as of 3/1/2024 (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 3/31/2024			\$ 501,872.19
Beginning Balance of CD in First Fidelity Bank as of 3/1/2024 (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 3/31/2024			\$ 400,000.00
Ending Balance as of 3/31/2024			\$ 2,382,450.78