

**MINUTES OF THE REGULAR BOARD MEETING OF THE
CORE EDUCATIONAL COOPERATIVE
BOARD OF DIRECTORS
THURSDAY, JUNE 6, 2024**

President C. Clites called the regular meeting of the Board of Directors of the Core Educational Cooperative to order at 10:02 a.m. on Thursday, June 6, 2024, at CORE Educational Cooperative Office in Platte, SD.

Members present: Tina Westendorf (Armour), Pamela Haukaas via Zoom (Colome), Chad Clites (Corsica-Stickney), Katie Bolander via Zoom (Gregory), Lisa Pazour (Kimball), Veronica Gerard via Zoom (Lyman) Dale Larsch via Zoom (Mt. Vernon), Roxanne Summerville (Platte-Geddes), Jim Munsen (White Lake) and Brooke LeGrand via Zoom (Wolsey-Wessington).

Members absent: Joel Johnson (Burke), Lindsey Weich (Plankinton), Todd Grohs (Wessington Springs).

Superintendents: Betsy Rohde via Zoom (Colome), Scott Muckey (Corsica-Stickney), Sara Anderson via Zoom (Gregory), Lezlie Larsen via Zoom (Plankinton), and Joel Bailey via Zoom (Platte-Geddes).

Others present: Renee Thomas via Zoom (Director) and Catrina Brown (Business Manager).

Public Forum

No action taken.

Additional Agenda Items

No additional agenda items were added.

Approve Agenda

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

Approve Minutes from May 9, 2024

Motion Platte-Geddes, seconded by Gregory approving the minutes from the regular meeting held on May 9, 2024. All members present voted aye. Motion carried.

Approve Financial Reports

Motion White Lake, seconded by Kimball approving the report of cash transactions, payroll summary report, revenue summary, and expenditure reports dated May 31, 2024. All members present voted aye. Motion carried.

Approve June 2024 Bills

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

Check #	Vendor Name	Account Number	Invoice Detail Description	Invoice Amount
3760	EMC INSURANCE COMPANY	10 2545 000 550	CAR INSURANCE	\$ 3,887.00
3762	HOLIDAY INN EXPRESS & SUITES	10 2623 000 334	ED SPEC TRAVEL; INV # 23366	\$ 100.00
5421	BOOS, MICHELLE	10 2623 000 334	ED SPEC TRAVEL	\$ 48.00
5438	JOHNSON, VALERIE	10 2623 000 334	ED SPEC TRAVEL	\$ 160.40
5421	BOOS, MICHELLE	10 2623 000 340	ED SPEC PHONE	\$ 300.00
5426	BURKE, KARLA	10 2623 000 340	ED SPEC PHONE	\$ 300.00
3776	SD DIVISION OF CRIMINAL INVESTIGATION	10 2623 000 411	ED SPEC FINGERPRINTS - BOOS	\$ 43.25
5421	BOOS, MICHELLE	10 2623 000 411	ED SPEC SUPPLIES	\$ 10.00
3779	US BANK VOYAGER FLEET SYSTEMS	10 2623 000 413	ED SPEC FUEL	\$ 99.07
Fund 10 Total:				\$ 4,947.72
3755	CORSICA-STICKNEY SCHOOL DISTRICT	22 1223 000 325	TRANSITION PROGRAM RENT	\$ 1,000.00
3773	RAMADA SIOUX FALLS AIRPORT - WATERPARK	22 1223 000 334	TRANSITION TRAVEL	\$ 277.89
5434	GUNNARE, DESIREE	22 1223 000 340	TRANSITION PHONE	\$ 300.00
3754	CORNER MARKET	22 1223 000 411	TRANSITION SUPPLIES	\$ 140.35
3779	US BANK VOYAGER FLEET SYSTEMS	22 1223 000 413	TRANSITION FUEL	\$ 146.54
5431	GEIDEL, BRITTNEY	22 2113 000 340	BEHAVIORAL PHONE	\$ 300.00
5441	KENYON, CHRISTINA	22 2113 000 340	BEHAVIORAL PHONE	\$ 300.00
3761	FIRST BANK & TRUST	22 2113 000 411	BEHAVIORAL SUPPLIES	\$ 12.00
3779	US BANK VOYAGER FLEET SYSTEMS	22 2113 000 413	BEHAVIORAL FUEL	\$ 74.50
5432	GILL, AMBER	22 2126 000 340	ED EVAL PHONE	\$ 300.00
5454	ROTH, BRITTNEY	22 2126 000 340	ED EVAL PHONE	\$ 300.00
3749	APPLE INC	22 2126 000 411	ED EVAL SUPPLIES	\$ 329.00
3779	US BANK VOYAGER FLEET SYSTEMS	22 2126 000 413	ED EVAL FUEL	\$ 150.39

5419	BECHEN, NICOLE	22 2149 000 340	PSYCH PHONE	\$ 300.00
5436	HOHN, JAYCIE	22 2149 000 340	PSYCH PHONE	\$ 300.00
5438	JOHNSON, VALERIE	22 2149 000 340	PSYCH PHONE	\$ 420.00
5439	KAFKA, KRISTI	22 2149 000 340	PSYCH PHONE	\$ 300.00
5455	RUBENDALL, JAYNE	22 2149 000 340	PSYCH PHONE	\$ 300.00
5458	SIBBEL, ERIN	22 2149 000 340	PSYCH PHONE	\$ 300.00
3759	EDUCATIONAL ADVANTAGES, INC	22 2149 000 411	SPED ADVANTAGE FOR 24-25	\$ 7,774.80
3779	US BANK VOYAGER FLEET SYSTEMS	22 2149 000 413	PSYCH FUEL	\$ 456.89
5439	KAFKA, KRISTI	22 2149 000 640	PSYCH DUES	\$ 461.70
3763	JAMES VALLEY EDUCATIONAL COOPERATIVE	22 2149 028 111	MENTAL HEALTH GRANT SALARY	\$ 15,000.00
3763	JAMES VALLEY EDUCATIONAL COOPERATIVE	22 2149 028 210	MENTAL HEALTH GRANT OASI	\$ 1,713.50
3763	JAMES VALLEY EDUCATIONAL COOPERATIVE	22 2149 028 220	MENTAL HEALTH GRANT RETIREMENT	\$ 1,344.00
3763	JAMES VALLEY EDUCATIONAL COOPERATIVE	22 2149 028 319	MENTAL HEATH GRANT STIPENDS	\$ 7,400.00
5417	HELBIG, KATE	22 2149 028 319	PSYCH SUPERVISION	\$ 1,500.00
3781	WOLSEY-WESSINGTON SCHOOL DISTRICT	22 2159 000 190	1/2 SPEECH PYAMENT FOR 23-24	\$ 27,270.69
5424	BRINK, BOBBI	22 2159 000 334	SPEECH TRAVEL	\$ 908.82
5420	BERGELEEN, LAURA	22 2159 000 340	SPEECH PHONE	\$ 300.00
5422	BOYD, TAYLA	22 2159 000 340	SPEECH PHONE	\$ 300.00
5423	BOYDEN, JENNIFER	22 2159 000 340	SPEECH PHONE	\$ 300.00
5433	GRIFFITH, JAMIE	22 2159 000 340	SPEECH PHONE	\$ 300.00
5435	HARRINGTON, MACI	22 2159 000 340	SPEECH PHONE	\$ 300.00
5442	KLUNDT, JENNIFER	22 2159 000 340	SPEECH PHONE	\$ 300.00
5445	LARSON, ROXANN	22 2159 000 340	SPEECH PHONE	\$ 300.00
5451	PALMER, NICOLE	22 2159 000 340	SPEECH PHONE	\$ 300.00
5461	VOSIKA, MARIA	22 2159 000 340	SPEECH PHONE	\$ 300.00
5463	WITT, TANIA	22 2159 000 340	SPEECH PHONE	\$ 300.00
5464	WRIGHT, NATALIE	22 2159 000 340	SPEECH PHONE	\$ 300.00
3749	APPLE INC	22 2159 000 411	SPEECH SUPPLIES	\$ 329.00
3767	NCS PEARSON, INC	22 2159 000 411	QGLOBAL AND DAL\$ FOR 24-25	\$ 11,456.05
3776	SD DIVISION OF CRIMINAL INVESTIGATION	22 2159 000 411	SPEECH FINGERPRINTS - HEISINGER	\$ 43.25
5461	VOSIKA, MARIA	22 2159 000 411	SPEECH SUPPLIES	\$ 69.78
3769	OVERWEG REPAIR	22 2159 000 413	SPEECH OIL CHANGE - MACI #28	\$ 66.67
3777	SEVERSON'S SERVICE	22 2159 000 413	SPEECH OIL CHANGE - MARIA #16	\$ 79.90
3779	US BANK VOYAGER FLEET SYSTEMS	22 2159 000 413	SPEECH FUEL	\$ 867.85
5459	STUKEL, KELLIE	22 2171 000 340	PT PHONE	\$ 300.00
3776	SD DIVISION OF CRIMINAL INVESTIGATION	22 2171 000 411	PT FINGERPRINTS - SHIPPY	\$ 43.25
3778	TOM'S AUTO SERVICE	22 2171 000 413	PT TIRE REPAIR- KELLIE #31	\$ 25.00
3779	US BANK VOYAGER FLEET SYSTEMS	22 2171 000 413	PT FUEL	\$ 252.64
5443	KOTT, SONA	22 2172 000 340	OT PHONE	\$ 300.00
5447	MILLAR, KATIE	22 2172 000 340	OT PHONE	\$ 300.00
5457	SHUMAKE, PAIGE	22 2172 000 340	OT PHONE	\$ 300.00
3761	FIRST BANK & TRUST	22 2172 000 411	OT SUPPLIES	\$ 290.00
3779	US BANK VOYAGER FLEET SYSTEMS	22 2172 000 413	OT FUEL	\$ 534.00
3748	AMAZON	22 2213 000 411	STAFF SUPPLIES	\$ 42.94
3756	COUNTY FAIR	22 2213 000 411	STAFF MEAL	\$ 55.68
3758	DUTCH OVEN BAKERY	22 2213 000 411	STAFF MEAL	\$ 45.99
3761	FIRST BANK & TRUST	22 2213 000 411	STAFF SUPPLIES	\$ 196.27
3770	PLATTE LOCKER	22 2213 000 411	STAFF MEAL	\$ 400.00
5446	LEHR, DAVE	22 2227 000 319	TECH SERVICES ;INV #2606	\$ 609.00
3752	CHURCHILL, MANOLIS, FREEMAN, KLUUDT, SHELTON & BURNS LLP	22 2315 000 319	LEGAL SERVICES; INV #277541	\$ 331.25
3764	LYMAN COUNTY HERALD	22 2319 000 350	BOARD ADVERTISING	\$ 449.12
5460	THOMAS, RENEE	22 2329 000 340	DIRECTOR PHONE	\$ 420.00

3761	FIRST BANK & TRUST	22 2329 000 411	DIRECTOR SUPPLIES	\$ 23.99
3774	RIVERSIDE TECHNOLOGIES, INC	22 2329 000 411	DIRECTOR SUPPLIES-PRINTER; IN0416118	\$ 410.00
3779	US BANK VOYAGER FLEET SYSTEMS	22 2329 000 413	DIRECTOR FUEL	\$ 127.49
5425	BROWN, CATRINA	22 2529 000 340	FISCAL PHONE	\$ 420.00
3768	NORTHWESTERN ENERGY	22 2549 000 321 001	OFFICE ELECTRICITY	\$ 326.00
3753	CITY OF PLATTE	22 2549 000 321 002	OFFICE WATER AND SEWER	\$ 83.72
3750	BACKES FLOORING	22 2549 000 323	BATHROOM FLOORING INSTALL	\$ 955.80
3751	C-ARROW FENCING	22 2549 000 323	OFFICE RAIL REPAIR; INV #1011	\$ 160.06
3771	PLATTE LUMBER SUPPLY, INC	22 2549 000 323	BATHROOM FLOORING	\$ 1,530.23
3783	KOOPAL PLUMBING	22 2549 000 323	OFFICE BATHROOM REPAIR	\$ 1,185.12
3766	MIDSTATE COMMUNICATIONS	22 2549 000 340	OFFICE PHONE	\$ 366.12
3761	FIRST BANK & TRUST	22 2549 000 411	OFFICE SUPPLIES	\$ 241.06
3772	QUILL CORPORATION	22 2549 000 411	OFFICE SUPPLIES	\$ 88.98
5449	MOSTERD, HOLLY	22 2765 000 319	B-3 PHONE	\$ 300.00
3773	RAMADA SIOUX FALLS AIRPORT - WATERPARK	22 2765 000 334	B-3 TRAVEL	\$ 185.26
3779	US BANK VOYAGER FLEET SYSTEMS	22 2765 000 334	B-3 FUEL	\$ 86.37
3748	AMAZON	22 2765 000 411	B-3 SUPPLIES	\$ 31.94
3761	FIRST BANK & TRUST	22 2765 000 411	B-3 POSTAGE	\$ 4.70
3761	FIRST BANK & TRUST	22 2765 000 411	B-3 SUPPLIES	\$ 23.99
5424	BRINK, BOBBI	22 2765 019 340	SPEECH PHONE	\$ 300.00
3782	DIVISION OF REHABILITATION SERVICES	22 4151 024	TRANSITION PROGRAM MATCH	\$ 4,403.96
Fund 22 Total:				\$ 101,743.50
3757	DIAL CORPORATION	53 2226 000 313	23-24 DIAL VS PAYMENT	\$ 30,000.00
5418	ANDERSON, MERRETTA	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$ 1,800.00
5427	CARDELLA, CHRISTY	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$ 810.00
5428	DYK, ROXANE	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$ 540.00
5429	FETTE, NICOLE	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$ 2,610.00
5430	FOUBERG, JOHN	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$ 720.00
5437	JENSEN, MICHELE	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$ 2,610.00
5440	KELEHER, LORI	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$ 2,610.00
5444	KREULEN, NANCY	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$ 1,080.00
5453	RANK, TORRI	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$ 900.00
5456	SCHNEIDER, JEFF	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$ 900.00
5462	WITT, KATE	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$ 540.00
5448	MOHLING, CHARLOTTE	53 2226 000 319 202	BLACKBOARD TEACHER PAYMENT	\$ 10,350.00
5450	O'DOAN, DEBRA	53 2226 000 334	GW/PD TRAVEL	\$ 1,466.76
3780	VERIZON WIRELESS	53 2226 000 340	VS PHONE	\$ 61.35
5450	O'DOAN, DEBRA	53 2226 000 340	GW/PD PHONE	\$ 420.00
5452	PETERS, KAREN	53 2226 000 340	VS PHONE	\$ 300.00
3761	FIRST BANK & TRUST	53 2226 000 341	VS POSTAGE	\$ 21.48
3761	FIRST BANK & TRUST	53 2226 000 411	GW/PD SUPPLIES	\$ 23.99
3776	SD DIVISION OF CRIMINAL INVESTIGATION	53 2226 000 411	VS FINGERPRINTS - EDWARDS	\$ 43.25
3776	SD DIVISION OF CRIMINAL INVESTIGATION	53 2226 000 411	VS FINGERPRINTS - CHRISTENSEN	\$ 43.25
3776	SD DIVISION OF CRIMINAL INVESTIGATION	53 2226 000 411	VS FINGERPRINTS - STEEVES	\$ 43.25
3748	AMAZON	53 2226 000 411 202	BLACKBOARD SUPPLIES	\$ 65.10
3761	FIRST BANK & TRUST	53 2226 000 411 202	BLACKBOARD SUPPLIES	\$ 338.78
3765	MCGRAW HILL EDUCATION	53 2226 000 411 202	BLACKBOARD SUPPLIES; ACCT # 12355882	\$ 2,323.16
3775	SD DEPARTMENT OF EDUCATION	53 2226 000 640	VS DUES	\$ 100.00
Fund 53 Total:				\$ 60,720.37
Report Total:				\$ 167,411.59

All members present voted aye. Motion carried.

Approve Other Payroll

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

PAYROLL ITEMS THAT NEED APPROVAL BY THE GOVERNING BOARD		
June 6, 2024		
EMPLOYEE NAME	SERVICES	AMOUNT
Betsy Shippy	Physical Therapy Services - May 2024	\$1,214.66
Paige Shumake	OT ESY Services - May 2024	\$342.06
Maria Vosika	Speech ESY Services - May 2024	\$65.21
Maria Vosika	Speech Contract Days - May 2024	\$1,350.64
TOTAL TO BE APPROVED FOR JUNE 20, 2024 PAYROLL		\$2,972.57

All members present voted aye. Motion carried.

Approve Potential Conflict of Interest per SDCL 3-23

No conflict of interest forms were received.

Review 2024-2025 Budget

A copy of the proposed budget for 2024-2025 was distributed and discussed. No action taken.

Approve Virtual School Teacher Contracts for 2024-2025

Motion Platte-Geddes, seconded by White Lake to approve the following Virtual School teacher contracts for 2024-2025:

Virtual School Classes 2024-2025		
VS2025-008	Dave Reuland	Automotive Maintenance and Light Repair
Blackboard Teacher Payment Schedule		
1-12 students \$265 per student		
13-22 students \$100 per student		
23+ \$265 per student		
Edgenuity Classes 2024-2025		
EDG2025-005	Jeff Schneider	Edgenuity Course
Edgenuity Teacher Payment Schedule		
\$100 per student, per semester		

All members present voted aye. Motion carried.

Approve Office Assistant Contract for 2024-2025

Motion Kimball, seconded by Gregory to approve the contract EMP2025-031 with Jane Keller for the rate of \$17.00 per hour and health insurance benefit up to \$765.00 per month if the employee works an average of 30 hours per week otherwise benefit will be prorated. All members present voted aye. Motion carried.

Approve Summer Transition Employee Contract

Motion White Lake, seconded by Armour to approve the contract EMP2024-44 with Cindy Bierman to help with the Summer Transition Program at the rate of \$25.00 per hour. All members present voted aye. Motion carried.

Propane Bids

The following bids were received for propane:

- Samuelson Tire & Oil \$1.31 per gallon from September 2024 to April 2025
- 3D Oil & LP \$1.2975 per gallon for winter months

Motion Plankinton, seconded by Mt. Vernon to accept the bid from 3d Oil and LP. All members present voted aye. Motion carried.

Second Reading of Amended Criminal Background Check Policy GCDB

Motion Kimball, seconded by Armour to approve the amended Criminal Background Check Policy GCB policy. All members present voted aye. Motion carried.

Second Reading of Amended Evaluation of Director Policy CBG

Motion White Lake, seconded by Gregory to approve the amended Evaluation of Director Policy CBG policy. All members present voted aye. Motion carried.

Second Reading of Amended Evaluation of Business Manager Policy CGB

Motion White Lake, seconded by Kimball to approve the amended Evaluation of Business Manager CGB policy. All members present voted aye. Motion carried.

Surplus Vehicles

Motion Platte-Geddes, seconded by Armour to surplus the following cars:

- | | |
|------------------------------|--------------------------------|
| 2011 Chevrolet Malibu – Gray | 2011 Chevrolet Impala – Silver |
| Vin#: 1G1ZA5E11BF346196 | Vin #: 2G1WG5EK0B1163194 |
| Mileage: 152,597 | Mileage: 173,592 |
| Inventory #: 1015 | Inventory #: 1016 |

All members present voted aye. Motion carried.

Approve Quote for New Office Desks and Chairs

Motion Colome, seconded by Platte-Geddes to approve the quote from Office Products in Winner, SD for new office desks and chairs. All members present voted aye. Motion carried.

Director’s Report

No action taken.

Next Meeting:

June 27, 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 10:42 a.m. All members present voted aye. Motion carried.

President

Business Manager

CORE Educational Cooperative			
Report of Cash Transactions			
May 31, 2023			
		As of 4/30/23	As of 5/31/23
Fund Totals:			
CORE Educational Cooperative:		\$ 579,973.01	\$ 526,720.91
DIAL Virtual School:		\$ 1,642,078.53	\$ 1,507,097.92
		\$ 2,222,051.54	\$ 2,033,818.83
Beginning Balance of First Fidelity Bank as of 5/1/2023:			\$ 1,398,892.55
Receipts:			
	Fund 10 (General Fund)		\$ 400.00
	Fund 22 (Special Ed)		\$ 209,342.03
	Fund 22 (CORE Bank Account Interest 0.14%)		\$ 152.16
	Fund 53 (Virtual School)		\$ 17,232.70
	Total Receipts:		\$ 227,126.89
Void Check #3326	Fund 22 (Special Ed)		\$ 15.00
Expenditures:			
	Fund 10 (General Fund)		\$ 1,548.06
	Fund 22 (Special Ed)		\$ 67,984.97
	Fund 53 (Virtual School)		\$ 136,383.00
	Total Expenditures:		\$ 205,916.03
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)		\$ 181,239.26
	Fund 53 (Virtual School)		\$ 19,165.92
	Total Payroll:		\$ 212,784.18
Ending Balance of First Fidelity Bank as of 5/31/2023:			\$ 1,207,324.23
Beginning Balance of CD in First Fidelity Bank as of 5/1/2023 (Fund 10)			\$ 52,662.15
Interest:	Fund 10 (General Fund) - 24 months (Matures 10/12/24) 2.16%		\$ -
Ending Balance of CD in First Fidelity Bank as of 5/31/2023			\$ 52,662.15
Beginning Balance of CD in First Fidelity Bank as of 5/1/2023 (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 5/31/2023			\$ 52,261.73
Beginning Balance of CD in First Fidelity Bank as of 5/1/2023 (Fund 53)			\$ 216,984.33
Interest:	Fund 53 (Virtual School) - 24 months (Matures 11/17/24) 3.10%		\$ 3,335.61
Ending Balance of CD in First Fidelity Bank as of 5/31/2023			\$ 220,319.94
Beginning Balance of CD in First Fidelity Bank as of 5/1/2023 (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 5/31/2023			\$ 501,250.78
Ending Balance as of 5/31/2023			\$ 2,033,818.83