

**MINUTES OF THE REGULAR BOARD MEETING OF THE
CORE EDUCATIONAL COOPERATIVE
BOARD OF DIRECTORS
FRIDAY, AUGUST 17, 2018**

President H. Mosterd called the regular meeting of the Board of Directors of the Core Educational Cooperative to order at 10:04 a.m. on Friday, August 17, 2018, at CORE Educational Cooperative Office in Platte, SD.

Members present: Tina Westendorf (Armour), Holly Mosterd (Burke), Chad Clites (Corsica-Stickney), Joel Koskan (Colome), Karen Timanus (Gregory), Lisa Pazour (Kimball), Dale Larsch (Mt. Vernon), Jess Sondergroth (Platte-Geddes), and Jim Munsen (White Lake).

Members absent: Rodney Faulhaber (Plankinton), Tonya Aldrich (Wessington Springs), and Tara Hochhalter (Wolsey-Wessington).

Superintendents: Erik Person (Burke), Scott Muckey (Corsica-Stickney), Steve Randall (Plankinton), and Pandi Pittman (Wessington Springs).

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

Public Forum

No action taken.

Additional Agenda Items

No additional agenda items were added.

Approve Agenda

Motion Colome, seconded by Platte-Geddes approving the agenda. All members present voted aye. Motion carried.

Approve Minutes from July 19, 2018 meeting

Motion Colome, seconded by Gregory approving the minutes of the regular meeting held on July 19, 2018. All members present voted aye. Motion carried.

Approve Financial Reports

Motion Armour, seconded by Kimball approving the report of cash transactions, revenue summary report and expenditure reports dated July 31, 2018. All members present voted aye. Motion carried.

Approve August 2018 Bills

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

Check #	Vendor Name	Account Number	Invoice Detail Description	Invoice Amount
442	BROWN, CATRINA	22 2529 000 334	FISCAL TRAVEL	\$ 100.01
443	CALLAHAN, HILARY	22 2149 000 640	PSYCH DUES - NASP	\$ 75.00
443	CALLAHAN, HILARY	22 2149 000 411	PSYCH SUPPLIES-FINGERPRINT FEE	\$ 12.50
444	KOTT, SONA	22 2172 000 640	OT DUES - LIABILITY INSURANCE	\$ 235.00
445	MID-DAKOTA TECHNOLOGIES	22 2227 000 319	TECH SERVICES; INV 2026	\$ 837.50
836	BREWER, LINDSEY	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$ 560.00
837	CENGAGE LEARNING	53 2226 000 411 202	VS SUPPLIES- BLACKBOARD- INV #64198700	\$ 1,001.07
838	CITY OF PLATTE	22 2549 000 321 002	OFFICE WATER AND SEWER	\$ 197.49
839	ERICA'S CLEANING AND PAINTING	22 2549 000 323	OFFICE CLEANING	\$ 350.00
840	FIRST BANK & TRUST	22 2149 000 411	PSYCH SUPPLIIES - CPI	\$ 950.00
840	FIRST BANK & TRUST	22 2149 000 411	PSYCH SUPPLIES-PEARSON	\$ 151.95
840	FIRST BANK & TRUST	22 2319 000 350	BOARD PUBLSIHING - SUBSCRIPTION	\$ 55.00
840	FIRST BANK & TRUST	22 2319 000 411	BOARD SUPPLIES-WEBSITE	\$ 168.00
840	FIRST BANK & TRUST	53 2226 000 411	VIRTUAL SCHOOL SUPPLIES-WEBSITE	\$ 168.00
840	FIRST BANK & TRUST	22 2329 000 640	DIRECTOR CONFERENCE FEES	\$ 350.00
840	FIRST BANK & TRUST	22 2159 000 411	SPEECH SUPPLIES-FEINER SUPPLY	\$ 73.90
840	FIRST BANK & TRUST	22 2529 000 411	FISCAL SUPPLIES-AMAZON	\$ 139.99
840	FIRST BANK & TRUST	53 2226 000 411	VS SUPPLIES-AMAZON	\$ 279.98
841	FORREST T JONES & COMPANY	22 2149 000 640	PSYCH DUES - KAFKA	\$ 131.00
841	FORREST T JONES & COMPANY	22 2149 000 640	PSYCH DUES - SIBBEL	\$ 131.00
842	FOUBERG, JOHN	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$ 160.00
843	GERLACH, CINDY	53 2226 000 319 202	BLACKBOARD EVALUATOR PAYMENT	\$ 100.00
844	GOLDEN WEST TECHNOLOGIES	53 2226 000 411	VIRTUAL SCHOOL SUPPLIES-	\$ 140.00

MONITOR

845	HANSEN, ANDREA	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$ 160.00
846	HOHN, SARAH	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$ 240.00
847	HOUGHTON MIFFLIN HARCOURT	22 2149 000 411	PSYCH SUPPLIES; INV #953876377	\$ 945.89
848	JD'S FASHION SCREEN	22 2329 000 411	DIRECTOR SUPPLIES	\$ 608.00
849	KARY, RACHEL	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$ 80.00
850	KOUPAL, KAREN	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$ 320.00
851	KREULEN, NANCY	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$ 240.00
852	LAMINATOR.COM	22 2159 000 411	SPEECH SUPPLIES; INV #175329	\$ 95.26
853	LARSON, ERIN	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$ 240.00
854	MID CENTRAL EDUCATIONAL COOP	10 2535 000 520	OFFICE LEASE PAYMENT	\$ 500.00
855	MIDSTATE COMMUNICATIONS	22 2549 000 340	OFFICE PHONE	\$ 341.08
856	MITTELSTEDT, RODNEY	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$ 80.00
857	MOZE F. SANITATION	22 2549 000 323	OFFICE GARBAGE PICKUP	\$ 64.00
858	NIGHTINGALE, SANDRA	53 2226 000 319 202	BLACKBOARD EVALUATOR PAYMENT	\$ 200.00
859	NORTHWESTERN ENERGY	22 2549 000 321 001	OFFICE ELECTRICITY	\$ 349.00
860	NOVOTNY, KRISTINA	53 2226 000 319 202	BLACKBOARD TEACHER PAYMENT	\$ 500.00
861	PARKER SCHOOL DISTRICT	22 2329 000 640	DIRECTOR DUES - AREA SUPT.	\$ 60.00
862	PEARSON	22 2149 000 411	PSYCH SUPPLIES; INV #11723004	\$ 525.00
862	PEARSON	22 2149 000 411	CTOPP 2 COMPLETE KIT	\$ 347.00
862	PEARSON	22 2159 000 411	PLS 5 RECORD FORMS	\$ 179.00
862	PEARSON	22 2126 000 411	KTEA 3 COMPREHENSIVE WRITTEN LEVEL 3	\$ 46.65
862	PEARSON	22 2149 000 411	BASC 3 PARENT RATING -PRESCHOOL	\$ 42.65
862	PEARSON	22 2126 000 411	KTEA 3 COMPREHENSIVE WRITTEN EXPRESSION	\$ 15.55
862	PEARSON	22 2149 000 411	BASC 3 BEES PARENT FORM - CHILD/ADOLESCENT	\$ 33.30
862	PEARSON	22 2126 000 411	KTEA 3 FORM A RECORD	\$ 370.40
862	PEARSON	22 2149 000 411	BASC 3 PARENT RATING CHILD	\$ 42.65
862	PEARSON	22 2149 000 411	BASC 3 PARENT RATING : ADOLESCENT	\$ 42.65
862	PEARSON	22 2149 000 411	DIAL 4 RECORD FORMS AND CUTTING CARDS	\$ 193.50
862	PEARSON	22 2159 000 411	DIAL 4 RECORD FORMS AND CUTTING CARDS	\$ 193.50
862	PEARSON	22 2172 000 411	BOT 2 FINE MOTOR RECORD FORMS	\$ 52.00
862	PEARSON	22 2159 000 411	GFTA 3 COMPLETE KIT	\$ 628.00
863	PEARSON	22 2172 000 411	BOT 2 EXAMINEE BOOKLETS	\$ 106.10
863	PEARSON	22 2172 000 411	BEERY VMI 6TH EDITION STARTER KIT	\$ 154.95
863	PEARSON	22 2159 000 411	CELF 5 RECORD FORMS AGES 9-21	\$ 83.00
863	PEARSON	22 2126 000 411	KTEA 3 FORM B RECORD FORMS AND RESPONSE	\$ 185.20
863	PEARSON	22 2149 000 411	VINELAND 3 PARENT/CAREGIVER FORM	\$ 90.80
863	PEARSON	22 2126 000 411	KTEA 3 COMPREHENSIVE WRITTEN EXPRESSION	\$ 31.10
863	PEARSON	22 2149 000 411	BASC 3 BEES PARENT FORM -	\$ 33.30
863	PEARSON	22 2149 000 411	WISC V RESPONSE BOOKLETS	\$ 356.00
863	PEARSON	22 2126 000 411	KTEA 3 COMPREHENSIVE	\$ 46.65
863	PEARSON	22 2126 000 411	KTEA 3 COMPREHENSIVE	\$ 15.55
863	PEARSON	22 2149 000 411	BASC 3 BEES STUDENT FORM	\$ 33.30
863	PEARSON	22 2149 000 411	WISC V RECORD FORMS	\$ 560.00
863	PEARSON	22 2149 000 411	WRMT-III QGLOBAL FORM A AND B COMBINED	\$ 757.60
863	PEARSON	22 2126 000 411	ED EVAL SUPPLIES	\$ 63.49
863	PEARSON	22 2149 000 411	PSYCH SUPPLIES	\$ 63.50
864	PEARSON	22 2159 000 411	SPEECH SUPPLIES	\$ 63.50
865	PLATTE FOOD CENTER	22 2319 000 411	BOARD SUPPLIES	\$ 72.98
866	PLATTE TREE AND LAWN CARE	22 2549 000 323	OFFICE MAINTENANCE	\$ 55.00
867	PUNT, KANDY	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$ 480.00
868	QUILL CORPORATION	22 2765 000 411	BIRTH TO THREE SUPPLIES	\$ 228.47
868	QUILL CORPORATION	22 2149 000 411	PSYCH SUPPLIES	\$ 27.98

868	QUILL CORPORATION	22 2529 000 411	FISCAL SUPPLIES-INK	\$ 436.98
869	RAAK, CATHERINE	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$ 720.00
870	S&H HEATING AND COOLING	22 2549 000 323	OFFICE AC REPAIRS	\$ 35.00
871	SCHNEIDER, MARY	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$ 400.00
872	SCHOOL SPECIALTY	22 2172 000 411	OT SUPPLIES; CART #7788227882	\$ 127.00
873	SDASBO	22 2529 000 640	FISCAL CONFERENCE FEES	\$ 75.00
874	SEVERSON'S SERVICE	53 2226 000 413	VS FUEL CHARGES	\$ 33.00
874	SEVERSON'S SERVICE	22 2529 000 413	FISCAL FUEL CHARGES	\$ 20.10
875	SIEGFRIED, JOSHUA	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$ 80.00
876	SLP NOW	22 2159 000 411	SPEECH SUPPLIES; INV #INV-0083	\$ 450.00
877	SUPER DUPER INC	22 2159 000 411	WHAT'S DIFFERENT?	\$ 19.95
877	SUPER DUPER INC	22 2159 000 411	STORY TIME COMMUNICATION BOARDS	\$ 49.95
877	SUPER DUPER INC	22 2159 000 411	WEBBER ANIMAL ARTIC PHOTO CARDS	\$ 12.95
877	SUPER DUPER INC	22 2159 000 411	30 BLANK MAGNETIC FISH	\$ 22.95
877	SUPER DUPER INC	22 2159 000 411	EXTRA FISHING POLES - 4 PACK	\$ 3.95
877	SUPER DUPER INC	22 2159 000 411	EXTRA FISH POND	\$ 4.95
877	SUPER DUPER INC	22 2159 000 411	WEBBER INFERENCING BIG DECK	\$ 29.95
877	SUPER DUPER INC	22 2159 000 411	SURVIVAL SIGNS	\$ 24.95
877	SUPER DUPER INC	22 2159 000 411	EARLY GO TOGETHERS	\$ 24.95
877	SUPER DUPER INC	22 2159 000 411	SENTENCE BUILDING FUN DECKS	\$ 12.95
877	SUPER DUPER INC	22 2159 000 411	MINI MOUTH FINGER PUPPET	\$ 9.95
877	SUPER DUPER INC	22 2159 000 411	WEBBER CORE CURRICULUM VOCAB CARDS	\$ 39.96
877	SUPER DUPER INC	22 2159 000 411	WEBBER CORE CURRICULUM VOCAB SHEETS	\$ 24.96
878	THERA SIMPLICITY	22 2159 000 411	SPEECH SUPPLIES; INV # TI-163843	\$ 49.00
879	TOM'S AUTO SERVICE	22 2159 000 413	SPEECH FUEL - JEN B #10	\$ 42.30
880	US BANK VOYAGER FLEET SYSTEMS	22 2329 000 413	DIRECTOR FUEL CHARGES	\$ 156.62
880	US BANK VOYAGER FLEET SYSTEMS	22 2149 000 413	PSYCH FUEL CHARGES	\$ 107.10
880	US BANK VOYAGER FLEET SYSTEMS	22 2159 000 413	SPEECH FUEL CHARGES	\$ 190.21
880	US BANK VOYAGER FLEET SYSTEMS	22 2171 000 413	PT FUEL CHARGES	\$ 55.94
880	US BANK VOYAGER FLEET SYSTEMS	22 2172 000 413	OT FUEL CHARGES	\$ 112.24
880	US BANK VOYAGER FLEET SYSTEMS	22 2126 000 413	ED EVAL FUEL CHARGES	\$ 34.92
880	US BANK VOYAGER FLEET SYSTEMS	22 2765 000 334	BIRTH TO THREE FUEL CHARGES	\$ 34.91
881	VERIZON WIRELESS	53 2226 000 340	VS PHONE	\$ 54.15
881	VERIZON WIRELESS	22 2171 000 340	PT MIFI	\$ 40.01
881	VERIZON WIRELESS	22 2329 000 340	DIRECTOR MIFI	\$ 40.01
882	WINNER ADVOCATE	22 2319 000 350	BOARD PUBLISHING	\$ 205.56
883	WITT, KATE	53 2226 000 319 202	BLACKBOARD TEACHER PAYMENT	\$ 750.00
883	WITT, KATE	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$ 80.00
884	WPS	22 2159 000 411	SPEECH SUPPLIES; INV #WPS-221836	\$ 1,210.00
Report Total:				\$ 23,433.36

Fund Totals:

Fund 10	\$	500.00
Fund 12	\$	-
Fund 22	\$	15,867.16
Fund 53	\$	7,066.20

Report Total: \$ 23,433.36

All members present voted aye. Motion carried.

Approve Payment for Other Payroll

Motion Platte-Geddes, seconded by Armour to pay the following other payroll and board payments:

PAYROLL ITEMS THAT NEED APPROVAL BY THE GOVERNING BOARD
August 17, 2018

EMPLOYEE NAME	SERVICES	AMOUNT
Bobbi Brink	Speech ESY Services - July 2018 & August 2018	\$684.78
Jennifer Boyden	Speech Assistant ESY Services - July 2018	\$1,031.25
Laura Bergeleen	Speech ESY Services - July 2018	\$820.62
Paige Shumake	OT ESY Services - July 2018	\$611.83
Roxann Larson	Speech ESY Services - July 2018	\$384.10
Sona Kott	OT ESY Services - July 2018	\$1,286.73
Tania Witt	Speech ESY Services - May 2018 & June 2018	\$178.61
TOTAL TO BE APPROVED FOR AUGUST 20, 2018 PAYROLL		\$4,997.92

All members present voted aye. Motion carried.

Approve Disclosure of Potential Conflict of Interest per SDCL 3-23

Motion Kimball, seconded by Corsica-Stickney approving the Request for Board Waiver from Jim Munsen for serving on the Mid Central Educational Cooperative Board and the CORE Educational Cooperative Board. All members present voted aye. Motion carried.

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

Motion Mt. Vernon, seconded by Colome to enter into executive session at 10:11 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 10:13 a.m.

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

Motion White Lake, seconded by Gregory to approve the following contracts:

Contract #	Name	Description	Payment
VS2019-033	Cindy Gerlach	Evaluator for Nutrition and Wellness Course	\$100 per course, per semester
VS2018-034	Brenda Merkel	Health Careers I Health Careers II	1 to 12 students - \$255 per student 13 to 22 students - \$100 per student 23 and above - \$255 per student

All members present voted aye. Motion carried.

Approve Budget Amendment through SDCL 13-11-3.2

Motion Kimball, seconded by Armour to approve the following budget amendment for 2017-2018:

Let it be resolved, that the governing board of the CORE Educational Cooperative, in accordance with SDCL 13-11-3.2 and after duly considering the proposed amended budget, hereby approves and adopts the following amended budget in total:

Appropriations: Fund 22	
22-2159-000-111 Speech Therapy Salary	+\$3816.26
Means of Finance:	
22-2149-000-413 Psychology Fuel	-\$3816.26
Appropriations: Fund 22	
22-2549-000-411 Office Supplies	+\$1307.42
Means of Finance:	
22-2529-000-413 Fiscal Fuel Charges	-\$1307.42
Appropriations: Fund 22	
22-2227-000-319 Technology Services	+\$1933.75
Means of Finance:	
22-2319-000-334 Board Travel	-\$1933.75
Appropriations: Fund 53	
53-2226-000-313 Services Purchased from Coop	+\$10,844.93
Means of Finance:	
Applied Cash from Virtual School (Fund 53)	-\$10,844.93

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

Final Approval 2018-19 Budget per SDCL 13-11-2c

Motion Colome, seconded Mt. Vernon approving the adoption of the supplemental budget. A listing of the supplemental budget is filed in the business office. All members present voted aye. Motion carried.

Approve SDRS as Supplemental Retirement Provider

Motion Platte-Geddes, seconded by Kimball to approve SDRS as a Supplemental Retirement provider for employees who elect to participate in the plan with automatic escalation provision. All members present voted aye. Motion carried.

Virtual School Report

No action taken.

Director's Report

No action taken.

Next Meeting:

September 6, 2018 at 10:00 a.m. at the CORE Educational Cooperative in Platte, SD

Adjourn

Motion Colome, seconded by White Lake 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					
July 31, 2018					
		As of 6/30/18	As of 7/31/18		
Fund Totals:					
CORE Educational Cooperative:		\$ 249,455.94	\$ 154,013.78		
DIAL Grant Writer:		\$ (0.04)	\$ (226.46)		
DIAL Virtual School:		\$ 342,151.31	\$ 348,197.90		
		\$ 591,607.21	\$ 501,985.22		
Beginning Balance of First Fidelity Bank as of 7/01/2018:				\$ 390,729.40	
Receipts:					
	Fund 10 (General Fund)			\$ -	
	Fund 12 (Grant Writer)			\$ 3,961.12	
	Fund 22 (Special Ed)			\$ 97,414.27	
	Fund 53 (Virtual School)			\$ 23,099.23	
Total Receipts:				\$ 124,474.62	
Expenditures:					
	Fund 10 (General Fund)			\$ 23,793.58	
	Fund 12 (Grant Writer)			\$ 226.46	
	Fund 22 (Special Ed)			\$ 40,293.07	
	Fund 53 (Virtual School)			\$ 6,359.52	
Total Expenditures:				\$ 70,672.63	
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)			\$ 130,200.42	
	Fund 53 (Virtual School)			\$ 9,252.48	
Total Payroll:				\$ 143,413.98	
Ending Balance of First Fidelity Bank as of 7/31/2018				\$ 301,107.41	
Beginning Balance of CD in Farmers State Bank - Parkston as of 7/1/2018 (Fund 53)				\$ 200,877.81	
Interest:	Fund 53 (Virtual School)			\$ -	
Ending Balance of CD in Farmers State Bank - Parkston as of 7/31/2018				\$ 200,877.81	
Ending Balance as of 7/31/2018				\$ 501,985.22	