

**MINUTES OF THE REGULAR BOARD MEETING OF THE
CORE EDUCATIONAL COOPERATIVE
BOARD OF DIRECTORS
THURSDAY, AUGUST 6, 2020**

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, August 6, 2020, at CORE Educational Cooperative Office in Platte, SD.

Members present: Joel Koskan (Colome), Chad Clites (Corsica-Stickney), Karen Timanus via Zoom Conferencing (Gregory), Dale Larsch (Mt. Vernon), Lindsey Weich via Zoom Conferencing (Plankinton), Jim Burg (Wessington Springs), Kris Pursell via Zoom Conferencing (White Lake), and Tara Hochhalter via Zoom Conferencing (Wolsey-Wessington).

Members absent: Tina Westendorf (Armour), Joe Kellen (Burke), Lisa Pazour (Kimball), and Ross Vanzee (Platte-Geddes).

Superintendents: Andrea Powell via Zoom Conferencing (Armour), Erik Person via Zoom Conferencing (Burke), Debbie O'Doan via Zoom Conferencing (Colome), Scott Muckey via Zoom Conferencing (Corsica-Stickney), Joel Bailey (Platte-Geddes), Pandi Pittman via Zoom Conferencing (Wessington Springs), and Jennifer Boomsma via Zoom Conferencing (Wolsey-Wessington).

Others present: Valerie Johnson (Director), Catrina Brown (Business Manager), and Jane Keller (Office Assistant).

Public Form

No action taken.

Oath of Office

No action taken.

Additional Agenda Items

No additional agenda items were added.

Approve Agenda

Motion Colome, seconded by Wessington Springs approving the agenda. Roll call vote was held with all members voting aye. Motion carried.

Approve Minutes from July 16, 2020 Meeting

Motion Wessington Springs, seconded by Mt. Vernon approving the minutes of the meetings held on July 16, 2020. Roll call vote was held with all members voting aye. Motion carried.

Approve Financial Reports

Motion Gregory, seconded by Wolsey-Wessington approving the report of cash transactions, revenue summary report and expenditure reports dated July 31, 2020. Roll call vote was held with all members voting aye. Motion carried.

Approve August 2020 Bills

Motion Colome, seconded by Wessington Springs approving the following bills for payment:

Check #	Vendor Name	Account Number	Invoice Detail Description	Invoice Amount
2163	MID CENTRAL EDUCATIONAL COOP	10 2535 000 520	OFFICE LEASE PAYMENT	\$ 500.00
2158	HUB INTERNATIONAL MOUNTAIN STATE	10 2545 000 550	CAR INSURANCE FOR 20-21	\$ 779.00
Fund 10 Total:				\$ 1,279.00
2177	US BANK VOYAGER FLEET SYSTEMS	22 2126 000 413	ED EVAL FUEL	\$ 46.00
2174	SD DIVISION OF CRIMINAL INVESTIGATION	22 2149 000 411	PSYCH FINGERPRINTS	\$ 43.25
2160	LAWLER AUTOMOTIVE INC	22 2149 000 413	PSYCH OIL CHANGE - JAYNE #5	\$ 35.13
2175	SEVERSON'S SERVICE	22 2149 000 413	PSYCH BATTERY - ERIN #1	\$ 147.95
2154	FORREST T JONES & COMPANY	22 2149 000 640	PSYCH LIABILITY INSURANCE - SIBBEL	\$ 131.00
2154	FORREST T JONES & COMPANY	22 2149 000 640	PSYCH LIABILITY INSURANCE - KAFKA	\$ 131.00
2153	FIRST BANK & TRUST	22 2159 000 411	SPEECH SUPPLIES	\$ 392.52
2167	NELSON'S MACHINE AND WELDING	22 2159 000 413	SPEECH OIL CHANGE - TANIA #21	\$ 41.95
2177	US BANK VOYAGER FLEET SYSTEMS	22 2159 000 413	SPEECH FUEL	\$ 210.89
2178	VERIZON WIRELESS	22 2171 000 340	PT MIFI	\$ 40.01
2177	US BANK VOYAGER FLEET SYSTEMS	22 2171 000 413	PT FUEL	\$ 28.42

2157	HEALTHCARE PROVIDERS SERVICE ORGANIZATION	22 2171 000 640	PT LIABILITY INSURANCE	\$ 162.00
2177	US BANK VOYAGER FLEET SYSTEMS	22 2172 000 413	OT FUEL	\$ 75.81
1368	KOTT, SONA	22 2172 000 640	OT LIABILITY INSURANCE	\$ 237.00
1369	LEHR, DAVE	22 2227 000 319	TECH SERVICES; INV #2239	\$ 1,045.00
2150	ARMOUR CHRONICLE	22 2319 000 350	BOARD PUBLISHING	\$ 259.44
2153	FIRST BANK & TRUST	22 2319 000 411	BOARD SUPPLIES-MASKS	\$ 1,802.00
2169	PLATTE FOOD CENTER	22 2319 000 411	BOARD SUPPLIES	\$ 10.58
2181	SD DEPARTMENT OF REVENUE	22 2319 000 550	CAR LICENSES PLATES	\$ 30.00
2158	HUB INTERNATIONAL MOUNTAIN STATE	22 2319 000 651	DIRECTOR AND FISCAL BOND	\$ 300.00
2173	RIVERSIDE TECHNOLOGIES, INC	22 2321 000 541	OFFICE ASSISTANT COMPUTER - INV #0295570	\$ 718.00
2153	FIRST BANK & TRUST	22 2329 000 411	DIRECTOR SUPPLIES	\$ 38.83
2175	SEVERSON'S SERVICE	22 2329 000 413	DIRECTOR OIL CHANGE - VAL #3	\$ 35.73
2177	US BANK VOYAGER FLEET SYSTEMS	22 2329 000 413	DIRECTOR FUEL	\$ 81.79
2154	FORREST T JONES & COMPANY	22 2329 000 640	DIRECTOR LIABILITY INSURANCE - JOHNSON	\$ 131.00
2153	FIRST BANK & TRUST	22 2529 000 341	FISCAL POSTAGE	\$ 6.40
2161	MCLEOD'S PRINTING & OFFICE SUPPLY	22 2529 000 411	FISCAL SUPPLIES	\$ 156.96
2168	NORTHWESTERN ENERGY	22 2549 000 321 001	OFFICE ELECTRICITY	\$ 230.00
2152	CITY OF PLATTE	22 2549 000 321 002	OFFICE WATER AND SEWER	\$ 69.75
2180	WYNIA MOWING	22 2549 000 323	OFFICE MOWING	\$ 50.00
2164	MIDSTATE COMMUNICATIONS	22 2549 000 340	OFFICE PHONE	\$ 306.42
2178	VERIZON WIRELESS	22 2549 000 340	OFFICE MIFI	\$ 40.01
2151	BURKE BUILDING CENTER INC	22 2549 000 411	OFFICE SUPPLIES	\$ 170.65
2153	FIRST BANK & TRUST	22 2549 000 411	OFFICE SUPPLIES	\$ 331.67
2177	US BANK VOYAGER FLEET SYSTEMS	22 2765 000 334	BIRTH TO 3 FUEL	\$ 23.75
2173	RIVERSIDE TECHNOLOGIES, INC	22 2765 019 411	ENGAGING FAMILY COMPUTER - INV #0295405	\$ 738.00
Fund 22 Total:				\$ 8,298.91
2155	FOUBERG, JOHN	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$ 560.00
2159	KOUPAL, KAREN	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$ 160.00
2165	MITTELSTEDT, RODNEY	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$ 480.00
2171	PUNT, KANDY	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$ 160.00
2172	RAAK, CATHERINE	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$ 240.00
2176	TEEL, APRIL	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$ 400.00
2149	ANDERSON, EMILY	53 2226 000 319 202	BLACKBOARD TEACHER PAYMENT	\$ 255.00
2156	GIBLIN, DEBRA	53 2226 000 319 202	BLACKBOARD TEACHER PAYMENT	\$ 255.00
2162	MERKEL, BRENDA	53 2226 000 319 202	BLACKBOARD TEACHER PAYMENT	\$ 510.00
2166	MOODY, TRACY	53 2226 000 319 202	BLACKBOARD TEACHER PAYMENT	\$ 510.00
2179	WIESE, LISA	53 2226 000 319 202	BLACKBOARD EVAL PAYMENT	\$ 100.00
2178	VERIZON WIRELESS	53 2226 000 340	VS PHONE	\$ 55.41
2153	FIRST BANK & TRUST	53 2226 000 411	VS SUPPLIES-WEBSITE	\$ 155.27
2153	FIRST BANK & TRUST	53 2226 000 411 202	BLACKBOARD SUPPLIES	\$ 150.80
2170	POCKET NURSE	53 2226 000 411 202	BLACKBOARD SUPPLIES	\$ 65.49
Fund 53 Total:				\$ 4,056.97
Report Total:				\$ 13,634.88

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

Approve Other Payroll

Motion Mt. Vernon, second by Gregory to approve the following other payroll:

PAYROLL ITEMS THAT NEED APPROVAL BY THE GOVERNING BOARD

August 6, 2020

EMPLOYEE NAME	SERVICES	AMOUNT
Jennifer Boyden	SLPA ESY Services - July 2020	\$1,192.50

Sona Kott	OT ESY Services - July 2020	\$1,093.05
Maria Vosika	SLP ESY Services - July 2020	\$328.65
Tayla Thomas	SLPA ESY Services - July 2020	\$975.00
Laura Bergeleen	SLP ESY Services - July 2020	\$597.55
Roxann Larson	SLP ESY Services - July 2020	\$482.18
Natalie Wright	SLP ESY Services - July 2020	\$554.52
TOTAL TO BE APPROVED FOR AUGUST 20, 2020 PAYROLL		\$5,223.45

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

Approve Potential Conflict of Interest per SDCL 3-23

Motion Colome, seconded by White Lake to approve the conflict of interest for Lindsey Weich as she currently serves on both the CORE board and the Mid Central Educational Coop board. Roll call vote was held with Plankinton abstaining from voting. Motion carried.

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

Motion Wessington Springs, seconded by Colome to enter into executive session at 10:13 a.m. to discuss personnel per SDCL 1-25-2 (1). Roll call vote was held with all members voting aye. Motion carried.

President C. Clites declared open session at 10:14 a.m.

Approve Contracts

Motion Mt. Vernon, seconded by White Lake to approve the following contracts:

Dani Herring	Develop the Ag Leadership and Communications course	VS2021-030	\$250 per course, per semester
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Roll call vote was held with all members voting aye. Motion carried

Surplus Vehicles and DIAL Adobe Software per SDCL 6-13-1

Motion Wessington Springs, seconded by Mt. Vernon to surplus the following items:

- 2006 Chevrolet Impala – Silver Inventory #1013
- 2013 Chevrolet Impala – Gray Inventory #1018
- Photoshop Extended for WIN CS5 (Win DVD) Quantity 10
- Illustrator for WIN CS5 (Win DVD) Quantity 6

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

President Appoints Committee Members

The following board members were placed on the following committees:

- Budget/Finance: Chad Clites (Corsica-Stickney), Dale Larsch (Mt. Vernon), Jim Burg (Wessington Springs),
- Negotiations: Lindsey Weich (Plankinton), Lisa Pazour (Kimball), Joel Koskan (Colome),
- Policies/By-Laws: Karen Timanus (Gregory), Tina Westendorf (Armour), Tara Hochhalter (Wolsey-Wessington),
- Building Maintenance: Kris Pursell (White Lake), Ross Vanzee (Platte-Geddes), Joe Kellen (Burke).

Final Approval 2020-21 Budget per SDCL 13-11-2

Motion Colome, seconded by Mt. Vernon to approve the budget as presented for 2020-2021 per SDCL 13-11-2. A copy of the approved agenda will be kept in the business office. Roll call vote was held with all members voting aye. Motion carried.

Second Reading of Amendment of the Internal Control Policy DHA per SDCL 13-8-39

Motion Wessington Springs, seconded by White Lake to approve the amendment of the Internal Control Policy DHA per SDCL 13-8-39. Roll call vote was held with all members voting aye. Motion carried.

Director’s Report

The annual report for 2019-2020 was distributed to board members that were in attendance. No action taken.

Next Meeting:

September 10, 2020 at 10:30 a.m. at the CORE Educational Cooperative in Platte, SD.

Adjourn

Motion Colome, seconded by Wessington Springs to adjourn the meeting at 11:06 a.m. Roll call vote was held with all members voting aye. Motion carried.

President

Business Manager

CORE Educational Cooperative

Report of Cash Transactions

July 31, 2020

Fund Totals:		As of 6/30/20	As of 7/31/20
CORE Educational Cooperative:		\$ 437,554.49	\$ 390,999.31
DIAL Grant Writer:		\$ -	\$ -
DIAL Virtual School:		\$ 640,854.10	\$ 641,455.19
		\$ 1,078,408.59	\$ 1,032,454.50
Beginning Balance of First Fidelity Bank as of 7/1/2020:			\$ 765,819.48
Receipts:			
	Fund 10 (General Fund)		\$ 400.00
	Fund 12 (Grant Writer)		\$ -
	Fund 22 (Special Ed)		\$ 183,006.70
	Fund 22 (CORE Bank Account Interest)		\$ 19.45
	Fund 53 (Virtual School)		\$ 11,635.65
	Total Receipts:		\$ 195,061.80
Expenditures:			
	Fund 10 (General Fund)		\$ 25,321.91
	Fund 12 (Grant Writer)		\$ -
	Fund 22 (Special Ed)		\$ 58,553.73
	Fund 53 (Virtual School)		\$ 1,102.57
	Total Expenditures:		\$ 84,978.21
Automatic Withdraw:	ACH Monthly Payment (Fund 22)		\$ 10.00
	Total Automatic Withdraw:		\$ 10.00
Payroll:			
	Fund 10 (General Fund)		\$ 5,743.74
	Fund 12 (Grant Writer)		\$ -
	Fund 22 (Special Ed)		\$ 140,351.95
	Fund 53 (Virtual School)		\$ 9,931.99
	Total Payroll:		\$ 156,027.68
Ending Balance of First Fidelity Bank as of 7/31/2020			\$ 719,865.39
Beginning Balance of CD in BankWest - Geddes as of 7/1/2020 (Fund 10)			\$ 102,791.16
Interest:	Fund 10 (General Fund) - 12 Month (Matures 3/12/21) 1.05%		\$ -
	Fund 10 (General Fund) - 18 Month (Matures 9/13/20) 2.4%		\$ -
Ending Balance of CD in BankWest - Geddes as of 7/31/2020			\$ 102,791.16
Beginning Balance of CD in Farmers State Bank - Parkston as of 7/1/2020 (Fund 53)			\$ 209,797.95
Interest:	Fund 53 (Virtual School) - 24 months (Matures 5/12/21) 2.55%		\$ -
Ending Balance of CD in Farmers State Bank - Parkston as of 6/31/2020			\$ 209,797.95
Ending Balance as of 7/31/2020			\$ 1,032,454.50