

**MINUTES OF THE REGULAR BOARD MEETING OF THE
CORE EDUCATIONAL COOPERATIVE
BOARD OF DIRECTORS
WEDNESDAY, NOVEMBER 9, 2022**

President C. Clites called the regular meeting of the Board of Directors of the Core Educational Cooperative to order at 10:01 a.m. on Wednesday, November 9, 2022, at CORE Educational Cooperative Office in Platte, SD.

Members present: Tina Westendorf (Armour), Pamela Haukaas via Zoom (Colome), Chad Clites (Corsica-Stickney), Katie Bolander (Gregory), Dale Larsch (Mt. Vernon), and, Lindsey Weich via Zoom (Plankinton), Roxi Summerville (Platte-Geddes), and Brooke Legrand via Zoom (Wolsey-Wessington).

Members absent: Joel Johnson (Burke), Lisa Pazour (Kimball), Judge Jessop (Lyman), Sara Thompson (Wessington Springs), and Kris Pursell (White Lake).

Superintendents: Craig Holbeck via Zoom (Armour), Sara Anderson via Zoom (Gregory), Chris Noid via Zoom (Kimball), Clint Nelson via Zoom (Mt. Vernon), and Joel Bailey (Platte-Geddes).

Others present: Valerie Johnson (Director), Renee Thomas (Assistant Director), Catrina Brown (Business Manager), Casey Bailey (Virtual School Director), Jane Keller (Office Assistant) and Randy Schoenfish (Schoenfish and Company).

Public Forum

No action taken.

Additional Agenda Items

Payment for Outside Services and Review Additional Procedures for CORE Innovate Program was added to the agenda.

Approve Agenda

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

2021-2022 Audit Report from Schoenfish and Co.

Randy Schoenfish gave the audit report for 2021-2022. Copies of the audit were distributed to the school districts.

Approve Minutes from October 6, 2022

Motion Mt. Vernon, seconded by Armour approving the minutes from the regular meeting held on October 6, 2022. All members present voted aye. Motion carried.

Approve Financial Reports

Motion Gregory, seconded by Plankinton approving the report of cash transactions, payroll summary report, revenue summary, and expenditure reports dated October 31, 2022. All members present voted aye. Motion carried.

Approve November 2022 Bills

Motion Mt. Vernon, seconded by Platte-Geddes approving the following bills for payment:

Check #	Vendor Name	Account Number	Invoice Detail Description	Invoice Amount
3145	MID CENTRAL EDUCATIONAL COOPERATIVE	10 2535 000 520	OFFICE LEASE PAYMENT	\$ 500.00
3139	EMC INSURANCE COMPANY	10 2545 000 550	CAR INSURANCE	\$ 3,014.00
3140	FIRST BANK & TRUST	10 2623 000 334	ED SPEC TRAVEL	\$ 859.60
3147	MY PLACE HOTEL - BROOKINGS SD	10 2623 000 334	ED SPEC TRAVEL	\$ 154.00
3153	PRAIRIE VISTA INN	10 2623 000 334	ED SPEC TRAVEL	\$ 87.20
3733	BURKE, KARLA	10 2623 000 334	ED SPEC TRAVEL	\$ 322.00
3160	US BANK VOYAGER FLEET SYSTEMS	10 2623 000 411	ED SPEC FUEL	\$ 239.68
3143	LAWLER AUTOMOTIVE INC	10 2623 000 413	ED SPEC TIRE REPAIR - MICHELLE #32	\$ 15.50
Fund 10 Total:				\$ 5,191.98
3160	US BANK VOYAGER FLEET SYSTEMS	22 1223 000 334	TRANSITION FUEL	\$ 180.69
3161	VERIZON WIRELESS	22 1223 000 340	TRANSITION MIFI	\$ 40.01
3136	CORNER MARKET	22 1223 000 411	TRANSITION PROGRAM SUPPLIES	\$ 214.19
3157	SELECT SERVICE CENTER	22 1223 000 413	TRANSITION PROGRAM OIL CHANGE - DES #3	\$ 58.02
3140	FIRST BANK & TRUST	22 1223 000 640	TRANSITION WORKSHOP	\$ 159.00

3160	US BANK VOYAGER FLEET SYSTEMS	22 2113 000 411	BEHAVIORAL FUEL	\$	371.95
3137	CORSICA-STICKNEY SCHOOL DISTRICT	22 2113 025 325	BEHAVIORAL PROGRAM RENT	\$	1,000.00
3157	SELECT SERVICE CENTER	22 2113 025 334	BEHAVIORAL OIL CHANGE - BRITTNEY #20	\$	61.66
3133	BEST WESTERN PLUS RAMKOTA HOTEL	22 2126 000 334	ED EVAL TRAVEL	\$	122.99
3160	US BANK VOYAGER FLEET SYSTEMS	22 2126 000 413	ED EVAL FUEL	\$	374.71
3751	ROTH, BRITTNEY	22 2126 000 640	ED EVAL WORKSHOP	\$	50.00
3133	BEST WESTERN PLUS RAMKOTA HOTEL	22 2149 000 334	PSYCH TRAVEL	\$	122.99
3740	KAFKA, KRISTI	22 2149 000 334	PSYCH TRAVEL	\$	126.68
3752	RUBENDALL, JAYNE	22 2149 000 334	PSYCH TRAVEL	\$	201.96
3150	PLATTE ENTERPRISE, THE	22 2149 000 350	PSYCH ADVERTISING	\$	119.89
3163	WINNER ADVOCATE	22 2149 000 350	PSYCH ADVERTISING	\$	41.39
3140	FIRST BANK & TRUST	22 2149 000 411	PSYCH SUPPLIES	\$	950.00
3155	ROG'S AUTO INC.	22 2149 000 413	PSYCH CHAR REPAIR - KRISTI #5	\$	212.57
3160	US BANK VOYAGER FLEET SYSTEMS	22 2149 000 413	PSYCH FUEL	\$	358.88
3755	SIBBEL, ERIN	22 2149 000 640	PSYCH DUES	\$	220.00
3144	LODGE AT DEADWOOD, THE	22 2159 000 334	SPEECH TRAVEL	\$	480.00
3729	BERGELEEN, LAURA	22 2159 000 334	SPEECH TRAVEL	\$	52.00
3730	BOYDEN, JENNIFER	22 2159 000 334	SPEECH TRAVEL	\$	52.00
3732	BRINK, BOBBI	22 2159 000 334	SPEECH TRAVEL	\$	877.20
3737	HARRINGTON, MACI	22 2159 000 334	SPEECH TRAVEL	\$	110.46
3737	HARRINGTON, MACI	22 2159 000 334	SPEECH TRAVEL	\$	16.32
3741	KLUNDT, JENNIFER	22 2159 000 334	SPEECH TRAVEL	\$	45.39
3744	LARSON, ROXANN	22 2159 000 334	SPEECH TRAVEL	\$	52.00
3747	PALMER, NICOLE	22 2159 000 334	SPEECH TRAVEL	\$	52.00
3758	THOMAS, TAYLA	22 2159 000 334	SPEECH TRAVEL	\$	52.00
3150	PLATTE ENTERPRISE, THE	22 2159 000 350	SPEECH ADVERTISING	\$	119.89
3163	WINNER ADVOCATE	22 2159 000 350	SPEECH ADVERTISING	\$	41.39
3159	SYNCB/AMAZON	22 2159 000 411	SPEECH SUPPLIES	\$	19.98
3143	LAWLER AUTOMOTIVE INC	22 2159 000 413	SPEECH OIL CHANGE - ROXANN #30	\$	44.18
3149	OVERWEG REPAIR	22 2159 000 413	SPEECH CAR REPAIR - MACI #28	\$	132.50
3157	SELECT SERVICE CENTER	22 2159 000 413	SPEECH TIRES, BATTERY - NATALIE #4	\$	1,063.86
3160	US BANK VOYAGER FLEET SYSTEMS	22 2159 000 413	SPEECH FUEL	\$	1,594.23
3160	US BANK VOYAGER FLEET SYSTEMS	22 2171 000 413	PT FUEL	\$	393.04
3162	VERN EIDE OF MITCHELL	22 2171 000 413	PT OIL CHANGE - KELLIE #31	\$	89.96
3154	QUILL CORPORATION	22 2172 000 411	OT SUPPLIES	\$	82.64
3143	LAWLER AUTOMOTIVE INC	22 2172 000 413	OT OIL CHANGE - PAIGE #18	\$	89.63
3160	US BANK VOYAGER FLEET SYSTEMS	22 2172 000 413	OT FUEL	\$	570.37
3140	FIRST BANK & TRUST	22 2213 000 319	STAFF CPR	\$	245.00
3140	FIRST BANK & TRUST	22 2213 000 411	STAFF SUPPLIES	\$	58.55
3151	PLATTE FLORAL AND RENTALS	22 2213 000 411	STAFF SUPPLIES	\$	64.00
3745	LEHR, DAVE	22 2227 000 319	TECH SERVICES; INV #2485	\$	711.00
3134	CENTRAL DAKOTA TIMES	22 2319 000 350	BOARD ADVERTISING	\$	336.40
3152	POSTMASTER	22 2319 000 640	POST OFFICE BOX	\$	140.00
3158	SEVERSON'S SERVICE	22 2329 000 413	DIRECTOR OIL CHANGE - VAL # 25	\$	69.95
3158	SEVERSON'S SERVICE	22 2329 000 413	DIRECTOR OIL CHANGE - RENEE #6	\$	76.92
3160	US BANK VOYAGER FLEET SYSTEMS	22 2329 000 413	DIRECTOR FUEL	\$	388.24
3140	FIRST BANK & TRUST	22 2529 000 411	FISCAL SUPPLIES	\$	7.25
3148	NORTHWESTERN ENERGY	22 2549 000 321 001	OFFICE ELECTRICITY	\$	339.00
3135	CITY OF PLATTE	22 2549 000 321 002	OFFICE WATER AND SEWER	\$	73.77
3138	CYBERTEK SYSTEMS	22 2549 000 323	OFFICE DOOR SYSTEM	\$	5,541.30
3164	WYNIA MOWING	22 2549 000 323	OFFICE MOWING	\$	105.00
3146	MIDSTATE COMMUNICATIONS	22 2549 000 340	OFFICE PHONE	\$	304.09

3161	VERIZON WIRELESS	22 2549 000 340	OFFICE MIFI	\$	40.01
3142	KUIP'S CORNER HARDWARE	22 2549 000 411	OFFICE REFRIDGERATOR	\$	959.00
3154	QUILL CORPORATION	22 2549 000 411	OFFICE SUPPLIES	\$	27.98
3158	SEVERSON'S SERVICE	22 2765 000 334	BIRTH TO THREE OIL CHANGE - HOLLY #22	\$	69.95
3160	US BANK VOYAGER FLEET SYSTEMS	22 2765 000 334	BIRTH TO THREE FUEL	\$	201.78
3159	SYNCB/AMAZON	22 2765 000 411	BIRTH TO THREE SUPPLIES	\$	81.97
Fund 22 Total:				\$	20,859.78

3728	FORESTER, ASHLEY	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	270.00
3731	BREWER, LINDSEY	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	360.00
3734	DYK, ROXANE	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	720.00
3735	FETTE, NICOLE	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	630.00
3736	HANSEN, ANDREA	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	630.00
3738	JENSEN, MICHELE	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	450.00
3739	JOHNSON, DILLON	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	450.00
3742	KOUPAL, KAREN	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	225.00
3743	LARSON, ERIN	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	180.00
3746	MITTELSTEDT, RODNEY	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	900.00
3748	PUNT, KANDY	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	945.00
3749	RAAK, CATHERINE	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	360.00
3750	RANG, SHELBY	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	180.00
3753	SCHAFFER, MAXWELL	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	270.00
3754	SCHELL, JENNIFER	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	180.00
3756	SUMMERS, RAYNA	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	360.00
3757	TEEL, APRIL	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	2,340.00
3161	VERIZON WIRELESS	53 2226 000 340	VS PHONE	\$	851.30
3140	FIRST BANK & TRUST	53 2226 000 341	VS POSTAGE	\$	23.00
3140	FIRST BANK & TRUST	53 2226 000 411 202	BLACKBOARD SUPPLIES	\$	255.43
3141	JONES & BARTLETT LEARNING, LLC	53 2226 000 411 202	BLACKBOARD SUPPLIES; INB #546799	\$	2,000.00
3156	SD PHARMACISTS ASSOCIATION	53 2226 000 411 202	BLACKBOARD SUPPLIES; INV #1107	\$	5,320.00
Fund 53 Total:				\$	17,899.73

Report Total: \$ 43,951.49

All members present voted aye. Motion carried.

Approve Other Payroll

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

PAYROLL ITEMS THAT NEED APPROVAL BY THE GOVERNING BOARD
November 9, 2022

EMPLOYEE NAME	SERVICES	AMOUNT
Cheryl Pruet	Occupational Therapy Substitute	\$481.95
Betsy Shippy	Physical Therapy Services	\$875.88
TOTAL TO BE APPROVED FOR NOVEMBER 20, 2022 PAYROLL		\$1,357.83

All members present voted aye. Motion carried.

Approve Potential Conflict of Interest per SDCL 3-23

No action taken.

Payment for Outside Services

Motion Mt. Vernon, seconded by Armour to approve Valerie Johnson to receive the stipend for her participation on the Prepared to Teach Focus Group with USD. All members present voted aye. Motion carried.

Second Reading on policy changes for DIA-1 Internal Control Policy, DJB Petty Cash, GCBDA Sick Leave, BFC Policy Adoption, and BFD Policy Dissemination

Motion Platte-Geddes, seconded by Gregory to approve the following policy changes: DIA-1 Internal Control Policy, DJB Petty Cash, GCBDA Sick Leave, BFC Policy Adoption, and BFD Policy Dissemination. All members present voted aye. Motion carried.

Read and Review Procedures for CORE Innovate Program

Motion Armour, seconded by Mt. Vernon to approve the student illness, weather, cell phone, and incident procedures for the CORE Innovate Program. All members present voted aye. Motion carried.

Open and Accept Sealed Bids for Car per SDCL6-13-5

No bids were submitted.

DIAL Reports

a. DIAL Virtual School

No action taken.

b. Grants

No action taken.

Director's Report

No action taken.

Next Meeting:

Friday, December 9, 2022 at 11:00 a.m. at the CORE Educational Cooperative in Platte, SD.

Adjourn

Motion Armour, seconded by Gregory to adjourn the meeting at 10:49 a.m. All members present voted aye. Motion carried.

President

Business Manager

CORE Educational Cooperative				
Report of Cash Transactions				
October 31, 2022				
		As of 9/30/22	As of 10/31/22	
Fund Totals:				
CORE Educational Cooperative:		\$ 433,222.59	\$ 442,061.51	
DIAL Virtual School:		\$ 1,111,303.69	\$ 1,465,045.49	
		\$ 1,544,526.28	\$ 1,907,107.00	
Beginning Balance of First Fidelity Bank as of 10/1/2022:				\$ 775,325.02
Receipts:				
	Fund 10 (General Fund)			\$ 3,517.00
	Fund 22 (Special Ed)			\$ 212,032.79
	Fund 22 (CORE Bank Account Interest 0.05%)			\$ 39.99
	Fund 53 (Virtual School)			\$ 409,030.00
	Total Receipts:			\$ 624,619.78
Expenditures:				
	Fund 10 (General Fund)			\$ 1,391.55
	Fund 22 (Special Ed)			\$ 13,117.09
	Fund 53 (Virtual School)			\$ 36,122.28
	Total Expenditures:			\$ 50,630.92
Withdraw for CD				
	Fund 10 (General Fund) - 24 months (Matures 10/12/24) 2.16%			\$ 52,103.57
				\$ 52,103.57
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)			\$ 179,853.22
	Fund 53 (Virtual School)			\$ 19,165.92
	Total Payroll:			\$ 211,398.14
Ending Balance of First Fidelity Bank as of 10/31/2022				\$ 1,085,802.17
Beginning Balance of CD in First Fidelity Bank as of 10/1/2022 (Fund 10)				\$ 52,103.57
Interest:	Fund 10 (General Fund) - 24 months (Matures 10/12/24) 2.16%			\$ -
Ending Balance of CD in First Fidelity Bank as of 10/31/2022				\$ 52,103.57
Beginning Balance of CD in First Fidelity Bank as of 10/1/2022 (Fund 10)				\$ 52,197.02
Interest:	Fund 10 (General Fund) - 18 months (Matures 3/15/23) 0.25%			\$ -
Ending Balance of CD in First Fidelity Bank as of 10/31/2022				\$ 52,197.02
Beginning Balance of CD in First Fidelity Bank as of 10/1/2022 (Fund 53)				\$ 216,384.38
Interest:	Fund 53 (Virtual School) - 18 months (Matures 11/17/22) 0.55%			\$ -
Ending Balance of CD in First Fidelity Bank as of 10/31/2022				\$ 216,384.38
Beginning Balance of CD in First Fidelity Bank as of 10/1/2022 (Fund 53)				\$ 500,619.86
Interest:	Fund 53 (Virtual School) - 18 months (Matures 7/10/23) 0.25%			\$ -
Ending Balance of CD in First Fidelity Bank as of 10/31/2022				\$ 500,619.86
Ending Balance as of 10/31/2022				\$ 1,907,107.00