

SOUTHEAST AREA COOPERATIVE
BOARD OF DIRECTORS
TUESDAY, FEBRUARY 17, 2015

A meeting of the Board of Directors of Southeast Area Cooperative was held on February 17, 2015 at the office of Southeast Area Cooperative in Beresford, SD. The members of the Board of Directors present were: Tara Cole, Alcester-Hudson School District; Chris Savey, Beresford School District; Craig Stearns, Canton School District; Nancy Adema, Elk Point-Jefferson School District; Dan Larson, Gayville-Volin School District; Matt Knodel, Irene-Wakonda School District; and Peggy Mach, Viborg-Hurley School District. Also present were Dave Hutchison, Superintendent and President of the Advisory Board; Lezlie Larsen, Director and Cheryl Johnson, Business Manager, Southeast Area Cooperative.

President Craig Stearns called the meeting to order at 5:29 p. m. The Pledge of Allegiance was recited.

A motion was made by Matt Knodel and seconded by Peggy Mach to approve the agenda as presented with the addition of a resignation. Motion carried.

A motion was made by Dan Larson and seconded by Peggy Mach to approve the minutes of the November 18, 2014 meeting. Motion carried.

The financial report as prepared by the Business Manager was presented with the three month period being reviewed. The following action in the General Fund was shown: Beginning Balance: \$223,674.13; Receipts from Local Sources: \$132,250.55; Receipts from Federal Sources: \$453,165.23; Disbursement of Payroll: \$370,790.56; Disbursement of Accounts Payable: \$63,791.21; and a Closing Balance of \$242,257.59. A motion was made by Nancy Adema and seconded by Peggy Mach to approve the financial report. Motion carried.

A listing of bills for December 2014, January and February 2015 was presented. A motion was made by Matt Knodel and seconded by Dan Larson to approve the payment of bills. Motion carried. A listing of paid vouchers for the three month period follows:

A&B Business, copier maint, \$175.57; AAPC Publishing, autism supplies, \$30.95; Amazon, supplies, \$95.20; American PT Association, dues, \$455.00; Andersen Enterprises, snow removal, \$497.00; Beresford Municipal Telephone, phone/internet, \$406.47; Brian's Repair, vehicle maint, \$64.65; Brown & Saenger, paper order, \$71.95; Stacie Carlson, mileage, \$39.60; city of Beresford, utilities, \$903.92; Council for Exceptional Children, dues, \$230.00; Dakota Academic Consulting, e-rate services, \$9,375.00; Derbys One Stop, vehicle maint, \$7.50; Emdeon Business Service, Web MD Fee, \$78.00; Executive Management, microfilm storage, \$17.60; Fiesta Foods, supplies, \$122.89; Andrea Fischer, ASHA dues, \$225.00; Geek Dad, computer maint, \$45.00; Goodwill of the Great Plains, shred service, \$52.00; Gopher, supplies, \$93.48; Governors Inn, Larsen-lodging, \$163.90; Lori Grove, mileage, \$114.40; Lela Hall, mileage, \$85.75; Health Edco, Perkins supplies, \$148.85; Maureen Hedeem, mileage, \$32.64; Holiday Inn, Gilbert-lodging, \$177.58; Jaymar Business Forms, tax forms, \$58.17; Jensen Insurance,

insurance, \$400.00; Jerry's Chevrolet, vehicle maint, \$4,429.42; Douglas C. Johnson, office maint, \$50.00; Tiffany Johnson, mileage, \$14.45; Lezlie Larsen, mileage, \$53.90; Katie Naslund, license fee, \$50.00; Pearson, forms, \$218.63; Joan Nelson, mileage, \$451.22; Office Max, supplies, \$198.95; Olson's Ace Hardware, supplies, \$155.09; Lorna Peterson, mileage, \$505.44; Sharon Petrik, ASHA dues, \$225.00; Petty Cash, reimburse, \$32.67; Phonak Hearing Systems, Part C supplies, \$2,270.39; Post Office, stamps, \$190.00; Printing Plus, letterhead/forms, \$178.00; Pro Ed, test forms, \$790.80; Progressive Business Publications, subscription, \$149.00; Quam and Berglin, audit, \$8,600.00; Realityworks, Perkins supplies, \$2,033.15; John Rist, Perkins, \$1,726.41; School Administrators of SD, Larsen-fees, \$30.00; SD Association of School Psychologists, dues, \$150.00; SDCASE, Larsen-conference, \$50.00; Jason Selchert, coordinator, \$5,000.00; Staples, supplies, \$39.94; Star Publishing, ads, \$77.80; State Bank of Alcester, Perkins/supplies, \$2,241.99; Super Duper, speech supplies, \$153.88; Talk Tools, Part C supplies, \$112.50; Therapy Shoppe, supplies, \$190.03; Tool Depot, Perkins supplies, \$1,047.00; Trust and Agency, reimburse, \$273.01; US Bank Voyager Fleet Systems, gas, \$5,407.04; Stacy Van Overbeke, license fee, \$50.00; Verizon Wireless, cell phone, \$1,194.46; Wards Science, Perkins supplies, \$516.30; Patricia West, ASHA dues, \$225.00; Western Psychological, test forms, \$105.60; Carol Zanter, license fee, \$50.00.

A motion was made by Tara Cole and seconded by Nancy Adema to adopt \$315,000.00 as an incidental account as provided by SDCL 13-18-17 for payment of bills/payroll in March and April 2015, subject to Advisory Board review prior to payment of bills. Motion carried.

A motion was made by Dan Larson and seconded by Matt Knodel to ratify the actions of the Advisory Board at the December and January meetings as follows:

Approve the educational move for Tiffany Johnson; accept the resignation of Mike Scheuring, school psychologist; approve the personnel recommendations for 2015-2016.

Motion carried.

A motion was made by Nancy Adema and seconded by Peggy Mach to approve the actions/financials of the Southeast Interactive Long Distance Learning governing board. Motion carried.

A motion was made by Dan Larson and seconded by Peggy Mach to approve the submission of an RFP for the Birth to Three program from July 1, 2015 to June 30, 2016 and to be the administrative and fiscal agent for the program in the four county area of Clay, Lincoln, Yankton, and Union counties. Motion carried.

A motion was made by Peggy Mach and seconded by Chris Savey to approve the resignation of Rachel Stacy as of February 27, 2015. Motion carried.

A discussion was held regarding the 2001 Ford Taurus which is no longer running. A motion was made by Matt Knodel and seconded by Dan Larson to surplus the 2001 Ford Taurus and to dispose of it at the highest offer. Funds received from the disposal will be placed in the vehicle reserve for purchase fund. Motion carried.

Cheryl Johnson reviewed the proposed 2015-2016 budget with expenditures and receipts. A discussion was held concerning the proposed budget.

Lezlie Larsen presented information on legislative updates, Kindergarten Academy, health insurance meeting scheduled for March 25th, negotiations, a personal goals update, and future member possibilities.

Cheryl Johnson reported that the paper/supplies/medical supplies bid process has begun. A discussion was held regarding the possibility of direct deposit of vendor payments.

A motion was made by Dan Larson and seconded by Chris Savey to adjourn the meeting. Motion carried. Meeting adjourned at 6:08 p.m. Next meeting will be held on Tuesday, May 19 at 5:30 p.m.

Craig Stearns, President

Cheryl R. Johnson, Business Manager