

**MINUTES OF THE REGULAR BOARD MEETING OF THE  
CORE EDUCATIONAL COOPERATIVE  
BOARD OF DIRECTORS  
MONDAY, NOVEMBER 11, 2019**

President C. Clites called the regular meeting of the Board of Directors of the Core Educational Cooperative to order at 10:07 a.m. on Monday, November 11, 2019, at CORE Educational Cooperative Office in Platte, SD.

Members present: Tina Westendorf (Armour), Joel Koskan (Colome), Chad Clites (Corsica-Stickney), Karen Timanus via Zoom Conferencing (Gregory), Lisa Pazour (Kimball), Dale Larsch (Mt. Vernon), Ross VanZee (Platte-Geddes), Jim Munsen (White Lake), and Tara Hochhalter via Zoom Conferencing (Wolsey-Wessington).

Members absent: Val Drey (Burke), Jason Heezen (Plankinton), and Jim Burg (Wessington Springs).

Superintendents: Scott Muckey (Corsica-Stickney), Christopher Noid via Zoom Conferencing (Kimball), Pat Mikkonen via Zoom Conferencing (Mt. Vernon), Joel Bailey (Platte-Geddes), Pandi Pittman via Zoom Conferencing (Wessington Springs), and Jennifer Boomsma-Kelsey via Zoom Conferencing (Wolsey-Wessington).

Others present: Valerie Johnson (Director) and Catrina Brown (Business Manager).

**Public Forum**

A presentation was given by speech therapist and Burke student.

**Additional Agenda Items**

No additional items were added to the agenda.

**Approve Agenda**

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

**Oath of Office per SDCL 3-1-5**

No action taken.

**Approve Minutes from October 10, 2019 Meetings**

Motion Platte-Geddes, seconded by Kimball approving the minutes of the meeting held on October 10, 2019. Roll call vote was held with all members voting aye. Motion carried.

**Approve Financial Reports**

Motion Armour, seconded by Mt. Vernon approving the report of cash transactions, revenue summary report and expenditure reports dated October 31, 2019. Roll call vote was held with all members voting aye. Motion carried.

**Approve November 2019 Bills**

Motion Kimball, seconded by White Lake approving the following bills for payment:

Check #	Vendor Name	Account Number	Invoice Detail Description	Invoice Amount
1683	MID CENTRAL EDUCATIONAL COOPERATIVE	10 2535 000 520	OFFICE LEASE PAYMENT	\$ 500.00
1000	BURKE, KARLA	10 2623 000 334	ED SPECIALIST MEALS	\$ 280.00
1673	FIRST BANK & TRUST	10 2623 000 334	ED SPECIALIST TRAVEL-HOTEL	\$ 1,337.94
1697	SEVERSON'S SERVICE	10 2623 000 413	ED SPEC OIL CHANGE - KARLA #23	\$ 66.90
1702	US BANK VOYAGER FLEET SYSTEMS	10 2623 000 413	ED SPEC FUEL	\$ 179.15
1703	USD CENTER FOR DISABILITIES	10 2623 000 640	ED SPEC CONFERENCE FEE	\$ 150.00
<b>Fund 10 Total:</b>				<b>\$ 2,513.99</b>
1697	SEVERSON'S SERVICE	22 2126 000 413	ED EVAL OIL CHANGE - RENEE #6	\$ 84.40
1702	US BANK VOYAGER FLEET SYSTEMS	22 2126 000 413	ED EVAL FUEL	\$ 166.59
1001	CALLAHAN, HILARY	22 2149 000 334	PSYCH MEALS	\$ 54.00
1004	SIBBEL, ERIN	22 2149 000 334	PSYCH MEALS	\$ 54.00
1673	FIRST BANK & TRUST	22 2149 000 334	PSYCH TRAVEL - HOTEL	\$ 895.28
1670	CENTRAL DAKOTA TIMES	22 2149 000 350	PSYCH ADVERTISING-CHILD FIND	\$ 38.19
1672	CORSICA GLOBE	22 2149 000 350	PSYCH ADVERTISING-CHILD FIND	\$ 49.68
1675	GREGORY TIMES-ADVOCATE	22 2149 000 350	PSYCH ADVERTISING-CHILD FIND	\$ 41.11
1678	HURON PLAINSMAN	22 2149 000 350	PSYCH ADVERTISING-CHILD FIND	\$ 42.57

1687	PLATTE ENTERPRISE, THE	22 2149 000 350	PSYCH ADVERTISING-CHILD FIND	\$	41.23
1698	SOUTH DAKOTA NEWSPAPER, THE	22 2149 000 350	PSYCH ADVERTISING	\$	138.83
1701	TRUE DAKOTAN	22 2149 000 350	PSYCH ADVERTISING-CHILD FIND	\$	59.28
1705	WINNER ADVOCATE	22 2149 000 350	PSYCH ADVERTISING-CHILD FIND	\$	38.16
1691	QUILL CORPORATION	22 2149 000 411	PSYCH SUPPLIES-INK	\$	54.98
1702	US BANK VOYAGER FLEET SYSTEMS	22 2149 000 413	PSYCH FUEL	\$	620.80
1002	LARSON, ROXANN	22 2159 000 334	SPEECH TRAVEL - MEALS	\$	60.00
1005	THOMAS, TAYLA	22 2159 000 334	SPEECH MEALS	\$	40.00
1673	FIRST BANK & TRUST	22 2159 000 334	SPEECH TRAVEL -HOTEL	\$	203.98
1704	VERIZON WIRELESS	22 2159 000 340	SPEECH PHONE	\$	40.01
1670	CENTRAL DAKOTA TIMES	22 2159 000 350	SPEECH ADVERTISING-CHILD FIND	\$	38.19
1672	CORSICA GLOBE	22 2159 000 350	SPEECH ADVERTISNG-CHILD FIND	\$	49.68
1675	GREGORY TIMES-ADVOCATE	22 2159 000 350	SPEECH ADVERTISING-CHILD FIND	\$	41.11
1678	HURON PLAINSMAN	22 2159 000 350	SPEECH ADVERTISING-CHILD FIND	\$	42.57
1687	PLATTE ENTERPRISE, THE	22 2159 000 350	SPEECH ADVERTISING-CHILD FIND	\$	41.23
1698	SOUTH DAKOTA NEWSPAPER, THE	22 2159 000 350	SPEECH ADVERTISING	\$	138.84
1701	TRUE DAKOTAN	22 2159 000 350	SPEECH ADVERTISING-CHILD FIND	\$	59.28
1705	WINNER ADVOCATE	22 2159 000 350	SPEECH ADVERTISING-CHILD FIND	\$	38.16
1676	HILLMAN'S GAS & GARAGE	22 2159 000 413	SPEECH OIL CHANGE - NICOLE #15	\$	48.56
1681	KELLY'S AUTO PARTS	22 2159 000 413	SPEECH CAR REPAIR - JEN B #10	\$	176.05
1702	US BANK VOYAGER FLEET SYSTEMS	22 2159 000 413	SPEECH FUEL	\$	1,077.69
1708	HILLMAN'S GAS & GARAGE	22 2159 000 413	SPEECH OIL CHANGE - NICOLE #15	\$	10.00
1696	SD SPEECH-LANGUAGE-HEARING ASSOCIATION	22 2159 000 640	SPEECH WORKSHOP DUES	\$	200.00
1704	VERIZON WIRELESS	22 2171 000 340	PT PHONE	\$	40.01
1700	TOM'S AUTO SERVICE	22 2171 000 413	PT OIL CHANGE - KELLIE #14	\$	57.53
1702	US BANK VOYAGER FLEET SYSTEMS	22 2171 000 413	PT FUEL	\$	356.48
1707	WPS	22 2172 000 411	OT SUPPLIES; INV #WPS- 291981	\$	129.80
1702	US BANK VOYAGER FLEET SYSTEMS	22 2172 000 413	OT FUEL	\$	429.56
1003	LEHR, DAVE	22 2227 000 319	TECH SERVICES; INNV #2155	\$	635.00
1695	SCHOENFISH & CO, INC	22 2317 000 319	AUDIT SERVICES	\$	7,800.00
1669	ARMOUR CHRONICLE	22 2319 000 350	BOARD ADVERTISING	\$	117.76
1689	POSTMASTER	22 2319 000 640	OFFICE BOX RENT	\$	120.00
1702	US BANK VOYAGER FLEET SYSTEMS	22 2329 000 413	DIRECTOR FUEL	\$	136.42
1693	RAMKOTA HOTEL AND CONFERENCE CENTER	22 2529 000 334	FISCAL TRAVEL; FOLIO #10052V	\$	204.00
1689	POSTMASTER	22 2529 000 341	FISCAL ENVELOPES	\$	313.65
1691	QUILL CORPORATION	22 2529 000 411	FISCAL SUPPLIES-INK	\$	91.99
1697	SEVERSON'S SERVICE	22 2529 000 413	FISCAL BATTERY - #19	\$	128.95
1686	NORTHWESTERN ENERGY	22 2549 000 321 001	OFFICE ELECTRICITY	\$	292.00
1671	CITY OF PLATTE	22 2549 000 321 002	OFFICE WATER AND SEWER	\$	70.27
1684	MIDSTATE COMMUNICATIONS	22 2549 000 340	OFFICE PHONE	\$	318.03
1673	FIRST BANK & TRUST	22 2549 000 411	OFFICE SUPPLIES	\$	47.40
1688	PLATTE FOOD CENTER	22 2549 000 411	OFFICE SUPPLIES	\$	41.33
1702	US BANK VOYAGER FLEET SYSTEMS	22 2765 000 334	BIRTH TO 3 FUEL	\$	128.73
1685	MOSTERD, HOLLY	22 2765 000 411	BIRTH TO 3 SUPPLIES	\$	43.10
1689	POSTMASTER	22 2765 000 411	BIRTH TO 3 ENVELOPES	\$	311.40
<b>Fund 22 Total:</b>				<b>\$</b>	<b>16,497.86</b>
1674	FOUBERG, JOHN	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	880.00
1677	HOHN, SARAH	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	800.00

1679	JENSEN, MICHELLE	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	480.00
1680	KELEHER, LORI	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	160.00
1682	KOUPAL, KAREN	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	400.00
1690	PUNT, KANDY	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	560.00
1692	RAAK, CATHERINE	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	1,040.00
1694	RENKLY, SHANNON	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	400.00
1699	TEEL, APRIL	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	400.00
1706	WITT, KATE	53 2226 000 319 201	EDGE TEACHER PAYMENT	\$	80.00
1704	VERIZON WIRELESS	53 2226 000 340	VS PHONE	\$	55.00
1673	FIRST BANK & TRUST	53 2226 000 411	VS FCCLA DUES	\$	116.00
1691	QUILL CORPORATION	53 2226 000 411	VS SUPPLIES-INK	\$	91.99
1673	FIRST BANK & TRUST	53 2226 000 411 202	BLACKBOARD SUPPLIES-ADOBE	\$	79.81
<b>Fund 53 Total:</b>				<b>\$</b>	<b>5,542.80</b>
<b>Report Total:</b>				<b>\$</b>	<b>24,554.65</b>

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

#### Approve Other Payroll

Motion Colome, seconded by Platte-Geddes to approve the following other payroll:

PAYROLL ITEMS THAT NEED APPROVAL BY THE GOVERNING BOARD		
November 11, 2019		
EMPLOYEE NAME	SERVICES	AMOUNT
Ron Senne	DIAL Grant Writer Services	\$300.00
Sandy Ringling	Speech Substitute - October 2019	\$208.00
<b>TOTAL TO BE APPROVED FOR OCTOBER 20, 2019 PAYROLL</b>		<b>\$508.00</b>

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

#### Approve Supplemental Budget per SDCL 13-11-3.2

Motion White Lake, seconded by Mt. Vernon to approve the following supplemental budget for 2019-2020:

Grant Writer						
2019-2020 BUDGET						
						<b>19-20 Budget</b>
REVENUES						
12	1990	016		Revenue from Dial Corporation		\$ 12,700.00
						<b>\$ 12,700.00</b>
EXPENDITURES						
12	2226	000	111	Grant Writer Salary		\$ 10,000.00
12	2226	000	210	Social Security/Medicare		\$ 700.00
12	2226	000	334	Travel		\$ 1,000.00
12	2226	000	640	Dues and Fees		\$ 1,000.00
						<b>\$ 12,700.00</b>

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

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

No conflict of interest waivers were presented.

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

Motion Colome, seconded by Armour to enter into executive session at 10:48 a.m. to discuss personnel per SDCL 1-25-2 (1). Roll call vote was held with all members voting aye. Motion carried.

President Chad Clites declared open session at 10:49 a.m.

#### Action from Executive Session

Motion Mt. Vernon, seconded by Platte-Geddes to approve the contracts for Mercedes Lemke (VS2020-035) to develop a Natural Resources course and Rayna Summers (EDG2020-027) to teach Edgenuity courses. Roll call vote was held with all members voting aye. Motion carried.

**Out of State Conference Request**

Motion Kimball, seconded White Lake to approve the out of state conference request for Jayne Rubendall to attend The American Academy of Pediatric Neuropsychology Conference in Las Vegas on April 24-26, 2020. Roll call vote was held with all members voting aye. Motion carried.

**Office Repairs from Hail Damage**

No action taken.

**Director's Report**

No action taken.

**Next Meeting:**

December 5, 2019 at 11:00 a.m. at the CORE Educational Cooperative in Platte, SD.

**Adjourn**

Motion Kimball, seconded by White Lake to adjourn the meeting at 11:05 a.m. Roll call vote was held with all members voting aye. Motion carried.

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**President**

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**Business Manager**

CORE Educational Cooperative					
Report of Cash Transactions					
October 31, 2019					
<b>Fund Totals:</b>			<b>As of 9/30/19</b>	<b>As of 10/31/19</b>	
CORE Educational Cooperative:			\$ 231,257.35	\$ 261,148.75	
DIAL Grant Writer:			\$ (0.04)	\$ (0.04)	
DIAL Virtual School:			\$ 419,094.72	\$ 610,867.91	
			<b>\$ 650,352.03</b>	<b>\$ 872,016.62</b>	
<b>Beginning Balance of First Fidelity Bank as of 10/1/2019:</b>					<b>\$ 343,347.23</b>
<b>Receipts:</b>					
	Fund 10 (General Fund)				\$ 400.00
	Fund 12 (Grant Writer)				\$ -
	Fund 22 (Special Ed)				\$ 178,749.98
	Fund 22 (CORE Bank Account Interest)				\$ 17.31
	Fund 53 (Virtual School)				\$ 216,074.93
		<b>Total Receipts:</b>			<b>\$ 395,242.22</b>
<b>Expenditures:</b>					
	Fund 10 (General Fund)				\$ 1,269.67
	Fund 12 (Grant Writer)				\$ -
	Fund 22 (Special Ed)				\$ 9,261.46
	Fund 53 (Virtual School)				\$ 14,726.64
		<b>Total Expenditures:</b>			<b>\$ 25,257.77</b>
<b>Automatic Withdraw:</b>	ACH Monthly Payment (Fund 22)				\$ 10.00
		<b>Total Automatic Withdraw:</b>			<b>\$ 10.00</b>
<b>Payroll:</b>					
	Fund 10 (General Fund)				\$ 5,545.43
	Fund 12 (Grant Writer)				\$ -
	Fund 22 (Special Ed)				\$ 133,189.33
	Fund 53 (Virtual School)				\$ 9,575.10
		<b>Total Payroll:</b>			<b>\$ 148,309.86</b>
<b>Ending Balance of First Fidelity Bank as of 10/31/2019</b>					<b>\$ 565,011.82</b>
<b>Beginning Balance of CD in BankWest - Geddes as of 10/1/19 (Fund 10)</b>					<b>\$ 101,172.19</b>
<b>Interest:</b>	Fund 10 (General Fund) - 12 Month				\$ -
	Fund 10 (General Fund) - 18 Month				\$ -
<b>Ending Balance of CD in BankWest - Geddes as of 10/31/2019</b>					<b>\$ 101,172.19</b>
<b>Beginning Balance of CD in Farmers State Bank - Parkston as of 10/1/19 (Fund 53)</b>					<b>\$ 205,832.61</b>
<b>Interest:</b>	Fund 53 (Virtual School)				\$ -
<b>Ending Balance of CD in Farmers State Bank - Parkston as of 10/31/19</b>					<b>\$ 205,832.61</b>
<b>Ending Balance as of 10/31/2019</b>					<b>\$ 872,016.62</b>