

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

President C. Clites called the regular meeting of the Board of Directors of the Core Educational Cooperative to order at 10:04 a.m. on Thursday, February 6, 2020, at CORE Educational Cooperative Office in Platte, SD.

Members present: Val Drey (Burke) Joel Koskan (Colome), Chad Clites (Corsica-Stickney), Karen Timanus (Gregory), Lisa Pazour (Kimball), Dale Larsch (Mt. Vernon), and Tara Hochhalter via Zoom Conferencing (Wolsey-Wessington).

Members absent: Tina Westendorf (Armour), Jason Heezen (Plankinton), Ross Vanzee (Platte-Geddes), Jim Burg (Wessington Springs), and Jim Munsen (White Lake).

Superintendents: Eric Person (Burke), Scott Muckey (Corsica-Stickney), Sara Anderson (Gregory), Christopher Noid via Zoom Conferencing (Kimball), Joel Bailey via Zoom Conferencing (Platte-Geddes), Pandi Pittman via Zoom Conferencing (Wessington Springs), and Jennifer Boomsma-Kelsey via Zoom Conferencing (Wolsey-Wessington).

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 items were added to the agenda.

Approve Agenda

Motion Gregory, seconded by Colome 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 January 9, 2020 Meetings

Motion Burke, seconded by Mt. Vernon approving the minutes of the meeting held on January 9, 2020. Roll call vote was held with all members voting aye. Motion carried.

Approve Financial Reports

Motion Colome, seconded by Kimball approving the report of cash transactions, revenue summary report and expenditure reports dated January 31, 2020. Roll call voted was held with all members voting aye. Motion carried.

Approve February 2020 Bills

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

| Check # | Vendor Name | Account Number | Invoice Detail Description | Invoice Amount |
|-----------------------|-------------------------------------|-----------------|--------------------------------|--------------------|
| 1862 | MID CENTRAL EDUCATIONAL COOPERATIVE | 10 2535 000 520 | OFFICE LEASE PAYMENT | \$ 1,000.00 |
| 1847 | FIRST BANK & TRUST | 10 2623 000 334 | ED SPEC TRAVEL | \$ 251.25 |
| 1847 | FIRST BANK & TRUST | 10 2623 000 413 | ED SPEC CAR REPAIR | \$ 115.50 |
| 1880 | US BANK VOYAGER FLEET SYSTEMS | 10 2623 000 413 | ED SPEC FUEL | \$ 188.72 |
| Fund 10 Total: | | | | \$ 1,555.47 |
| 1876 | SEVERSON'S SERVICE | 22 2126 000 413 | ED EVAL WIPERS- RENEE #6 | \$ 45.00 |
| 1879 | TOM'S AUTO SERVICE | 22 2126 000 413 | ED EVAL TIRE REPAIR - RENEE #6 | \$ 20.00 |
| 1880 | US BANK VOYAGER FLEET SYSTEMS | 22 2126 000 413 | ED EVAL FUEL | \$ 215.66 |
| 1839 | ARMOUR CHRONICLE | 22 2149 000 350 | PSYCH ADVERTISING- HEARING | \$ 14.00 |
| 1843 | CORSICA GLOBE | 22 2149 000 350 | PSYCH ADVERTISING- HEARING | \$ 17.50 |
| 1846 | ESTR PUBLICATIONS | 22 2149 000 411 | PSYCH SUPPLIES | \$ 67.00 |
| 1868 | PEARSON | 22 2149 000 411 | PSYCH SUPPLIES | \$ 835.80 |
| 1880 | US BANK VOYAGER FLEET SYSTEMS | 22 2149 000 413 | PSYCH FUEL | \$ 587.91 |
| 1129 | LARSON, ROXANN | 22 2159 000 334 | SPEECH TRAVEL | \$ 40.00 |
| 1873 | RAMKOTA HOTEL & CONFERENCE CENTER | 22 2159 000 334 | SPEECH TRAVEL; ACCT #10052V | \$ 222.00 |
| 1881 | VERIZON WIRELESS | 22 2159 000 340 | SPEECH MIFI | \$ 40.01 |

| | | | | |
|-----------------------|-----------------------------------|---------------------|---|---------------------|
| 1839 | ARMOUR CHRONICLE | 22 2159 000 350 | SPEECH ADVERTISING-HEARING | \$ 14.00 |
| 1843 | CORSICA GLOBE | 22 2159 000 350 | SPEECH ADVERTISING-HEARING | \$ 17.50 |
| 1868 | PEARSON | 22 2159 000 411 | SPEECH SUPPLIES | \$ 36.20 |
| 1859 | LAWLER AUTOMOTIVE INC | 22 2159 000 413 | SPEECH OIL CHANGE - ROXANN #7 | \$ 30.33 |
| 1865 | NELSON'S MACHINE AND WELDING | 22 2159 000 413 | SPEECH OIL CHANGE - TANIA #21 | \$ 41.95 |
| 1867 | OVERWEG AUTO, GLASS, & FUEL | 22 2159 000 413 | SPEECH BATTERY & OIL CHANGE - TAYLA #8 | \$ 385.52 |
| 1867 | OVERWEG AUTO, GLASS, & FUEL | 22 2159 000 413 | SPEECH HEADLIGHT - LAURA #17 | \$ 45.45 |
| 1876 | SEVERSON'S SERVICE | 22 2159 000 413 | SPEECH OIL CHANGE, WIPERS, & FILTER - #11 | \$ 108.13 |
| 1876 | SEVERSON'S SERVICE | 22 2159 000 413 | SPEECH TIRES - NICOLE #15 | \$ 239.76 |
| 1876 | SEVERSON'S SERVICE | 22 2159 000 413 | SPEECH OIL CHANGE & TIRES - JEN B #10 | \$ 513.40 |
| 1880 | US BANK VOYAGER FLEET SYSTEMS | 22 2159 000 413 | SPEECH FUEL | \$ 909.33 |
| 1881 | VERIZON WIRELESS | 22 2171 000 340 | PT MIFI | \$ 40.01 |
| 1879 | TOM'S AUTO SERVICE | 22 2171 000 413 | PT BRAKES REPAIR - KELLIE #14 | \$ 259.02 |
| 1880 | US BANK VOYAGER FLEET SYSTEMS | 22 2171 000 413 | PT FUEL | \$ 275.11 |
| 1859 | LAWLER AUTOMOTIVE INC | 22 2172 000 413 | OT OIL CHANGE - PAIGE #18 | \$ 53.29 |
| 1880 | US BANK VOYAGER FLEET SYSTEMS | 22 2172 000 413 | OT FUEL | \$ 376.28 |
| 1130 | LEHR, DAVE | 22 2227 000 319 | TECH SERVICES; INV #2182 | \$ 618.75 |
| 1844 | DAKOTA BODYWORK | 22 2319 000 319 | STAFF WORKSHOP | \$ 150.00 |
| 1839 | ARMOUR CHRONICLE | 22 2319 000 350 | BOARD ADVERTISING | \$ 184.30 |
| 1870 | PLATTE FOOD CENTER | 22 2319 000 411 | BOARD SUPPLIES | \$ 27.21 |
| 1847 | FIRST BANK & TRUST | 22 2329 000 411 | DIRECTOR SUPPLIES-CPI | \$ 1,895.00 |
| 1876 | SEVERSON'S SERVICE | 22 2329 000 413 | DIRECTOR TIRES -#3 | \$ 359.76 |
| 1876 | SEVERSON'S SERVICE | 22 2329 000 413 | DIRECTOR OIL CHANGE & WIPERS - #3 | \$ 81.73 |
| 1880 | US BANK VOYAGER FLEET SYSTEMS | 22 2329 000 413 | DIRECTOR FUEL | \$ 134.00 |
| 1860 | LRP PUBLICATIONS | 22 2329 000 640 | DIRECTOR WEBINAR REGISTRATION | \$ 250.00 |
| 1869 | PLATTE BODY SHOP | 22 2529 000 413 | OFFICE CAR REPAIR #19 | \$ 62.00 |
| 1866 | NORTHWESTERN ENERGY | 22 2549 000 321 001 | OFFICE ELECTRICITY | \$ 230.00 |
| 1842 | CITY OF PLATTE | 22 2549 000 321 002 | OFFICE WATER AND SEWER | \$ 69.01 |
| 1875 | SAMUELSON TIRE AND OIL | 22 2549 000 321 003 | OFFICE PROPANE | \$ 400.40 |
| 1845 | DAN FRANDSEN ELECTRIC | 22 2549 000 323 | OFFICE LIGHTING REPAIR | \$ 5,305.02 |
| 1863 | MIDSTATE COMMUNICATIONS | 22 2549 000 340 | OFFICE PHONE | \$ 317.15 |
| 1873 | RAMKOTA HOTEL & CONFERENCE CENTER | 22 2765 000 334 | BIRTH TO 3 TRAVEL; ACCT #10052V | \$ 111.00 |
| 1880 | US BANK VOYAGER FLEET SYSTEMS | 22 2765 000 334 | BIRTH TO 3 FUEL | \$ 75.41 |
| 1131 | MOSTERD, HOLLY | 22 2765 000 411 | BIRTH TO 3 SUPPLIES | \$ 26.49 |
| Fund 22 Total: | | | | \$ 15,747.39 |
| 1840 | BREWER, LINDSEY | 53 2226 000 319 201 | EDGE TEACHER PAYMENT | \$ 480.00 |
| 1848 | FRANK, STEPHANIE | 53 2226 000 319 201 | EDGE TEACHER PAYMENT | \$ 800.00 |
| 1849 | FRIDLEY, SARA | 53 2226 000 319 201 | EDGE TEACHER PAYMENT | \$ 240.00 |
| 1850 | HALVORSON, LAURA | 53 2226 000 319 201 | EDGE TEACHER PAYMENT | \$ 800.00 |
| 1851 | HANSEN, ANDREA | 53 2226 000 319 201 | EDGE TEACHER PAYMENT | \$ 320.00 |
| 1852 | HOHN, SARAH | 53 2226 000 319 201 | EDGE TEACHER PAYMENT | \$ 720.00 |
| 1853 | JOHNSON, DILLON | 53 2226 000 319 201 | EDGE TEACHER PAYMENT | \$ 320.00 |
| 1854 | KARY, RACHEL | 53 2226 000 319 201 | EDGE TEACHER PAYMENT | \$ 80.00 |
| 1855 | KELEHER, LORI | 53 2226 000 319 201 | EDGE TEACHER PAYMENT | \$ 400.00 |
| 1856 | KOUPAL, KAREN | 53 2226 000 319 201 | EDGE TEACHER PAYMENT | \$ 880.00 |
| 1857 | KREULEN, NANCY | 53 2226 000 319 201 | EDGE TEACHER PAYMENT | \$ 640.00 |
| 1858 | LARSON, ERIN | 53 2226 000 319 201 | EDGE TEACHER PAYMENT | \$ 480.00 |
| 1864 | MITTELSTEDT, RODNEY | 53 2226 000 319 201 | EDGE TEACHER PAYMENT | \$ 1,040.00 |
| 1871 | PUNT, KANDY | 53 2226 000 319 201 | EDGE TEACHER PAYMENT | \$ 720.00 |
| 1872 | RAAK, CATHERINE | 53 2226 000 319 201 | EDGE TEACHER PAYMENT | \$ 1,040.00 |
| 1877 | SIEGFRIED, JOSHUA | 53 2226 000 319 201 | EDGE TEACHER PAYMENT | \$ 80.00 |

| | | | | |
|-----------------------|-----------------------------|---------------------|-----------------------------------|---------------------|
| 1878 | TEEL, APRIL | 53 2226 000 319 201 | EDGE TEACHER PAYMENT | \$ 640.00 |
| 1882 | WITT, KATE | 53 2226 000 319 201 | EDGE TEACHER PAYMENT | \$ 80.00 |
| 1849 | FRIDLEY, SARA | 53 2226 000 319 202 | BLACKBOARD SUPPORT PAYMENT | \$ 257.33 |
| 1861 | MARTIN, STUART | 53 2226 000 319 202 | BLACKBOARD COURSE REFUND | \$ 325.00 |
| 1881 | VERIZON WIRELESS | 53 2226 000 340 | VS PHONE | \$ 54.67 |
| 1847 | FIRST BANK & TRUST | 53 2226 000 341 | VS POSTAGE | \$ 289.64 |
| 1847 | FIRST BANK & TRUST | 53 2226 000 411 | VS SUPPLIES-WEBSITE | \$ 24.85 |
| 1841 | CENGAGE LEARNING | 53 2226 000 411 202 | BLACKBOARD SUPPLIES | \$ 110.00 |
| 1847 | FIRST BANK & TRUST | 53 2226 000 411 202 | BLACKBOARD SUPPLIES | \$ 174.58 |
| 1874 | RIVERSIDE TECHNOLOGIES, INC | 53 2226 000 541 | VIRTUAL SCHOOL COMPUTER & MONITOR | \$ 768.00 |
| Fund 53 Total: | | | | \$ 11,764.07 |

Report Total: \$ 29,066.93

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

Approve Other Payroll

Motion Kimball, seconded by Colome to approve the following other payroll:

PAYROLL ITEMS THAT NEED APPROVAL BY THE GOVERNING BOARD

February 6, 2020

| EMPLOYEE NAME | SERVICES | AMOUNT |
|---|----------------------------|-----------------|
| Ron Senne | DIAL Grant Writer Services | \$400.00 |
| TOTAL TO BE APPROVED FOR FEBRUARY 20, 2020 PAYROLL | | \$400.00 |

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

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

Motion Colome, seconded by Burke to approve the conflict of interest waiver submitted by Jim Burg as he is a board member of both Mid Central Educational Cooperative and the CORE Educational Cooperative. Roll call vote was held with all members voting aye. Motion carried.

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

Motion Gregory, seconded by Kimball to enter into executive session at 10:15 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 10:25 a.m.

Approve Contracts

Motion Kimball, seconded by Colome to approve the contract for Nicole Roth (VS2020-037) to evaluate the Fundamentals of Natural Resources course and to offer Valerie Johnson, Director, a contract for 2020-2021 with negotiations to take place at a later time. Roll call vote was held with all members voting aye. Motion carried.

Director's Report

No action taken.

Virtual School Report

No action taken.

Next Meeting:

March 5, 2020 at 10:00 a.m. at the CORE Educational Cooperative in Platte, SD.

Adjourn

Motion Gregory, seconded by Kimball to adjourn the meeting at 10:59 a.m. All members present voted aye. Motion carried.

President

Business Manager

| CORE Educational Cooperative | | | | | |
|--|--------------------------------------|----------------------------------|-------------------------|------------------------|----------------------|
| Report of Cash Transactions | | | | | |
| January 31, 2020 | | | | | |
| | | | | | |
| Fund Totals: | | | As of 12/31/2019 | As of 1/31/2020 | |
| CORE Educational Cooperative: | | | \$ 306,922.53 | \$ 350,282.36 | |
| DIAL Grant Writer: | | | \$ (161.48) | \$ (161.48) | |
| DIAL Virtual School: | | | \$ 645,738.11 | \$ 622,903.05 | |
| | | | \$ 952,499.16 | \$ 973,023.93 | |
| | | | | | |
| Beginning Balance of First Fidelity Bank as of 1/1/2020: | | | | | \$ 643,584.93 |
| | | | | | |
| Receipts: | | | | | |
| | Fund 10 (General Fund) | | | | \$ 43,924.00 |
| | Fund 12 (Grant Writer) | | | | \$ 161.48 |
| | Fund 22 (Special Ed) | | | | \$ 184,055.76 |
| | Fund 22 (CORE Bank Account Interest) | | | | \$ 28.52 |
| | Fund 53 (Virtual School) | | | | \$ 7,593.59 |
| | | Total Receipts: | | | \$ 235,763.35 |
| | | | | | |
| Expenditures: | | | | | |
| | Fund 10 (General Fund) | | | | \$ 869.12 |
| | Fund 12 (Grant Writer) | | | | \$ - |
| | Fund 22 (Special Ed) | | | | \$ 46,468.20 |
| | Fund 53 (Virtual School) | | | | \$ 20,853.55 |
| | | Total Expenditures: | | | \$ 68,190.87 |
| | | | | | |
| Automatic Withdraw: | ACH Monthly Payment (Fund 22) | | | | \$ 10.00 |
| | | Total Automatic Withdraw: | | | \$ 10.00 |
| | | | | | |
| Payroll: | | | | | |
| | Fund 10 (General Fund) | | | | \$ 5,545.43 |
| | Fund 12 (Grant Writer) | | | | \$ 161.48 |
| | Fund 22 (Special Ed) | | | | \$ 131,755.70 |
| | Fund 53 (Virtual School) | | | | \$ 9,575.10 |
| | | Total Payroll: | | | \$ 147,037.71 |
| | | | | | |
| Ending Balance of First Fidelity Bank as of 1/31/2020 | | | | | \$ 664,109.70 |
| | | | | | |
| Beginning Balance of CD in BankWest - Geddes as of 1/1/2020 (Fund 10) | | | | | \$ 101,758.65 |
| | | | | | |
| Interest: | Fund 10 (General Fund) - 12 Month | | | | \$ - |
| | Fund 10 (General Fund) - 18 Month | | | | \$ - |
| Ending Balance of CD in BankWest - Geddes as of 1/31/2020 | | | | | \$ 101,758.65 |
| | | | | | |
| Beginning Balance of CD in Farmers State Bank - Parkston as of 1/1/2020 (Fund 53) | | | | | \$ 207,155.58 |
| | | | | | |
| Interest: | Fund 53 (Virtual School) | | | | \$ - |
| Ending Balance of CD in Farmers State Bank - Parkston as of 1/31/2020 | | | | | \$ 207,155.58 |
| | | | | | |
| Ending Balance as of 1/31/2020 | | | | | \$ 973,023.93 |