

EAST CENTRAL CENTER FOR EXCEPTIONAL CHILDREN

MINUTES OF MEETING

September 21, 2016

The regular board meeting for the East Central Center for Exceptional Children was held at the East Central office on Wednesday, September 21, 2016, at 10:00 a.m.

Members Present: Members present: Juanita Short, Tom Tracy, Nancy Bollingberg, Brian Duchscherer and Denise Harrington, new board member representing the Pingree-Buchanan school district.

Call to Order: The meeting was called to order by chairman Short.

Others Present: Denise Brandvold, director; Cindy Johnson, business manager; DeVon Allmaras, County Superintendent of Schools; Leah Thoms, teacher's representative and Beth Dempsey, CPA from Dempsey Accounting and Tax Service.

Minutes: A motion was made by Bollingberg, seconded by Duchscherer, to approve the minutes from the July 26, 2016 meeting. Motion carried.

Financial Report: A motion was made by Bollingberg, seconded by Duchscherer, to accept the monthly financial report. Motion carried.

Board Expenditures: A motion was made by Duchscherer, seconded by Bollingberg, to accept the bill listing as reviewed by the board. Motion carried.

Fiscal Year 2015-16 Audit Exit: Beth Dempsey, CPA from Dempsey Accounting and Tax Service, reviewed with the board the exit report for the completed fiscal year 2015-16 financial audit. It was found to be a clean audit. A motion was made by Bollingberg, seconded by Tracy, to accept the audit report as presented to the board. Motion carried.

Director's Reports to the Board:

Fund Balance: Mrs. Brandvold reported that the budget is in line with expected expenditures and revenue at this time. Figures for the end of August reflect expenditures at 4.32% and revenue received at 22.30%.

Medicaid: The board reviewed the progress and satisfaction to date with SEEC and their assistance in implementing the CompuClaim system for Medicaid reimbursement. It was noted to be very favorable. The Medicaid state portion of non-shared costs will be reimbursements to the individual districts beginning with the start of the 2016-17 school year. ESY reimbursements will remain with the unit as the costs for providing those summer services is a shared unit cost.

DPI Fall Reports: Mrs. Brandvold informed the board that all the required state fall reporting was submitted by deadline dates.

Liquidated Damage: Mrs. Brandvold reported to the board that the liquidated damage of \$500.00 from Amira Kutz was received in the form of a money order. With receipt of this payment, it brings all contract issues between Ms. Kutz and East Central to a close.

Presence Learning: The board was informed by Mrs. Brandvold that the first online distance learning IEP had been held in the Oberon school district with good results. It was noted by the online teacher, Casey Hein, that perhaps the biggest challenge faced at this time is student attendance. Due to the lack of applications for the open teaching position the possibility to implement online teaching was also considered as a possibility for the NR-S district. Charges for this service stand at \$65.00 per hour with the cost billed back to the individual school district.

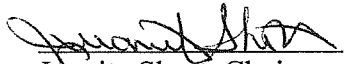
Upcoming Events: The board was informed of the Fall Leadership Conference in Bismarck and also the teacher in-service that is will be held at 1:00 on September 26th at the East Central office.

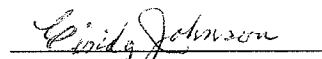
Student Records: The board reviewed the standing policy that all East Central special ed student records are housed at the student's local district.

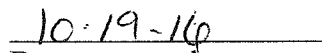
Business Manager Position: Mrs. Brandvold informed the board that seven candidates were interviewed for the open position of Business Manager. The interview committee was comprised of herself, Juanita Short, board chairman, and Cindy Johnson, current Business Manager. Upon compilation of interview rankings, Mrs. Brandvold recommended that the position be offered to Desirae Fleming. The position will move from salaried to an offer of 35 hours per week, \$21.00 per hour and year round employment. A motion was made by Bollingberg, seconded by Tracy, to offer the position as discussed. Motion carried.

Letter of Engagement for Fiscal Audit 2016-17: A motion was made by Duchscherer, seconded by Tracey, to accept the engagement letter from Beth Dempsey, Dempsey Accounting and Tax Service, for the fiscal year audit that will be conducted for 2016-17 at a cost of \$2,650.00. Motion carried.

With no further business to come before the board, the meeting was adjourned at 10:50 a.m. The next regular board meeting will be scheduled for October 19, 2016, at 10:00 a.m.


Juanita Short, Chairman


Cindy Johnson, BsMgr.


Date approved