

EAST CENTRAL CENTER FOR EXCEPTIONAL CHILDREN

MINUTES OF MEETING

August 30th, 2017

The regular board meeting for the East Central Center for Exceptional Children was held at the East Central office on Wednesday August 30, 2017, at 10:00 a.m.

Members Present: Lane Azure, Jenna Helseth, Natalie Becker, Brian Duchscherer, Nancy Bollingberg, Denise Harrington, and Tom Tracy.

Call to Order: The meeting was called to order by Chairman Bollingberg

Others Present: Denise Brandvold, director; Samantha Pfeiffer, business manager; Joyce Boucher, ECEA representative and DeVon Allmaras, County Superintendent of Schools.

Minutes: A motion was made by Duchscherer, seconded by Tracy, to approve the minutes from the meeting held on July 13th, 2017. Motion carried.

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

Monthly Bills: A motion was made by Helseth seconded by Harrington, to accept the monthly bills. Motion carried.

Director's Reports to the Board:

Fund Balance: Mrs. Brandvold reported that at the end of July expenditures and revenues are relatively low with expenditures coming in at 2.8% of the new budget and revenues at 19.3%.

Staff Openings: Mrs. Brandvold informed the board that she has one additional para position in New Rockford to fill. Mrs. Brandvold found a teacher for the elementary resource room in New Rockford - Sheyenne. She also explained that with our online learning company, Humanus, there was a teacher change. The new teacher online for Oberon will be Dr. Johnna Westby.

IDEA – B and Preschool Grants – Mrs. Brandvold informed the board that our IDEA-B and Preschool grant monies had changed again. The IDEA – B total will be \$338,350.15 (up \$21,903.64 from 16-17) and \$13,079.29 (up \$72.67 from 16-17) for the Preschool grant.

2016-17 Fiscal Audit – Mrs. Brandvold explained that the 16-17 fiscal audit was conducted on August 2nd, 2017. She informed the board that the audit went well and things were all in balance. Ms. Pfeiffer explained that the audit won't conclude until sometime in October due to TFFR's yearly audit.

Trainings – Mrs. Brandvold informed the board about several trainings. On August 9th & 10th, Mrs. Brandvold and several teachers attended DPI's 1st Annual Summer Institute. She also told the board that Para and Teacher in-services were held at East Central on August 14th and 15th. These were CPI trainings

that were conducted by Lori Richter. Mrs. Brandvold also informed the board that there will be new para training on October 19th, 2017 at East Central from 9 – 12.

Transition Update – Mrs. Brandvold informed the board that Mrs. Becvar had converted the back half of the East Central building into an area for two of our transition students to work on daily living skills. Monday through Thursday they will be focusing on menu planning, grocery shopping, and meal preparation.

Deficit for 2016-17 – Mrs. Brandvold informed the board about the various items that contributed to the 2016-17 deficit with the biggest item being \$54,076.32 in foundation aid. This money should be received in September 2017.

Pledged Securities and Deposits: Ms. Pfeiffer presented the board with the Bank Forward statement of pledged securities to the board for review. She also explained that there was no statement from Community Credit Union for the \$96,000 CD that is held there. Dr. Duchscherer explained that this could be because East Central's CD is under \$250,000 so it is insured by FDIC. Ms. Pfeiffer will check with other business managers to confirm this. A motion was made by Becker, seconded by Harrington, to approved the pledged securities. Motion carried.

Year End State Report: Ms. Pfeiffer went over the year end state report. She explained that this report has the same information that our financial statements do, but it is reported by account numbers for the state. She explained that there was nothing extraordinary about the report. A motion was made by Azure, seconded by Helseth, to approve the year end state report. Motion carried.


Bank Signature Cards: Ms. Pfeiffer explained to the board that the signature cards at Bank Forward and Community Credit Union need to be changed to reflect the new chairman and vice chairman of the board. A motion was made by Tracy, seconded by Becker, for the removal of Juanita Short and Jill Louters from the Bank Forward and Community Credit Union signature cards and the addition of Nancy Bollingberg, Chairman and Denise Harrington, Vice Chairman to the Bank Forward and Community Credit Union signature cards. Motion carried.

2017-18 Budget: Mrs. Brandvold discussed the 2017-18 budget. She informed the board that she was using a balanced budget this year. She also informed the board about the IDEA-B and Preschool Grants for the upcoming school year. After some discussion, a motion was made by Tracy, seconded by Becker, to approve the 2017-18 budget. Motion carried.

EC Policy H-200 Medicaid Reimbursement: Mrs. Brandvold drafted some revisions to EC's Medicaid reimbursement policy. The policy currently states that the member districts receive 50% of the Medicaid reimbursements back. However, all OT and PT that is billed to Medicaid is a shared cost to the unit that East Central pays. The policy revision would explain that member districts would only get 50% of the Medicaid reimbursements back for Speech/Language services because they are direct billed to each individual school. After some discussion, revisions were made. A motion was made by Harrington, seconded by Helseth, to approve the first reading of the policy change. Motion carried.

With no further business to come before the board, the meeting was adjourned. The next regular board meeting will be on Tuesday September 19th, 2017, at 10:00 am, at the East Central Office.


Nancy Bollingberg, Chairman


Samantha Pfeiffer, BsMgr.

10/18/17

Date approved