

**School Board Proceedings
Dell Rapids School District 49-3
January 9, 2012**

The Dell Rapids School District Board of Education met Monday, January 9, 2012 at 7:00 p.m. in the high school distance learning room with the following members present: Brian Davis, Tom Morris, Troy Randall, Cindy Schuch, and Matt Weiland. Absent: None.

Administration and other persons present: Tom Ludens, Superintendent; Barbara Littel, Business Manager; Kimberly Kludt, High School Principal; Fran Ruesink, Middle School Principal; John Jewett, Elementary Principal/Technology Director; Jeff Welbig, Activities Director; Todd Wiebenga, Transportation/Facilities Supervisor; Jayson Strauss; Rollie Heidebrink; Luke Tatge; Amanda Downs.

President Davis called the meeting to order at 7:00 p.m. and the Pledge of Allegiance was recited.

Superintendent Ludens presented certificates of appreciation to board members for School Board Recognition Week.

12-071 Motion by Schuch, seconded by Randall, to approve the **minutes** of the December 12, 2011 school board meeting. All voted aye.

12-072 Motion by Morris, seconded by Weiland, to approve the **agenda** with the addition of 8.C.-Change Order, 8.D.-Surplus Property, 9.E.3.-Breakfast/Lunch Participation Data, and 12.-Executive Session. All voted aye.

12-073 Motion by Schuch, seconded by Morris, to approve the **consent agenda**. All voted aye.

A. Payment of January Claims.

General Fund: Al's Studio, yearbook pictures – 110.40; Amazon.com, supplies – 47.87; American Time & Signal, supplies – 1101.87; Argus Leader, publications – 232.97; ASBSD, registration – 110.00; Big Sioux Conference, registration – 45.00; Brookings Optimist Jazz Festival, registration – 175.00; Century Business Leasing, copiers – 822.92; Century Business Products, purchased services – 30.00; Chemco, supplies – 98.58; Chesterman, supplies – 14.25; Citibank, supplies – 2026.76; Comfort Inn, conference lodging – 46.50; Comtec, purchased services – 595.00; County Fair, supplies/Haven food – 549.22; Dakota Potters Supply, purchased services – 75.00; DR Ace Hardware, supplies – 1870.84; DR Coop Grain, supplies – 7.21; DR Lumber, supplies – 323.43; Dells Farm & Tire, purchased services – 235.00; Dells Plumbing, purchased services – 1311.17; Denny's Electric, purchased services – 67.97; Dick Blick, supplies – 106.86; DR Agency Fund, entry fees/postage/registrations/officials/incidental account increase – 2364.56; EBSCO, subscriptions – 565.47; Char Faulstich, mileage – 18.87; Globe Theatrical Supply, supplies – 81.00; Golden West, telephone service – 132.66; Gopher Athletic, supplies – 111.09; Graham Tire Co., tires – 1058.62; Great Plains International, repair parts – 70.71; Harlow's, repair supplies – 66.24; Hauff Mid-America Sports, supplies – 112.50; Heartland Paper, supplies – 408.61; Hobby Lobby, supplies – 249.37; Institution Services, supplies – 826.03; Janitor's Closet, supplies/repairs – 1149.63; Jaymar Business Forms, supplies – 356.34; K&M Music, supplies/repairs – 441.49; Jason Kurtz, supply reimbursement – 47.98;

Lance Service, supplies – 197.00; Lewis Drug, supplies – 9.97; Library Store, supplies – 228.22; Lunchtime Solutions, supplies – 42.00; Mailfinance, meter rent – 471.00; McLeod's, supplies – 329.04; Menard's, supplies – 779.51; Midwest Alarm, monitoring – 57.62; North Central Bus Sales, repair supplies – 15.93; Office Max, supplies – 352.69; Jessica Ostwald, mileage/supply reimbursement – 91.60; PLEC, purchased services – 67.80; Roemen's Automotive, repair supplies – 91.76; School Specialty, supplies – 2060.02; Schoolmate, supplies – 34.02; Summit Learning, supplies – 27.95; Sunburst Visual Media, supplies – 150.00; The Carroll Institute, purchased services – 250.00; US Postal Service, meter postage – 1000.00; Verizon, Haven phones – 81.34 . TOTAL GENERAL FUND CLAIMS – \$24,402.46.

Capital Outlay Fund: Amazon.com, equipment – 396.03; Barnes and Noble, books – 526.63; Will Boever, equipment – 325.00; Brodart, books – 468.72; Century Business Leasing, copiers – 856.50; Citibank, equipment – 650.95; City of Dell Rapids, utilities – 1226.06; Cubby's, gas – 2444.60; DR Ace Hardware, equipment – 7437.76; Dells Electric, purchased services – 3050.91; Hoffman Sanitation, garbage removal – 225.00; MidAmerican Energy, utilities – 11037.81; Northern Plains Fitness, furnishings – 6643.00; Northland Financial, bus lease – 649.00; School Specialty, equipment/furnishings – 211264.50; Summit Learning, equipment – 295.00; Voyager Fleet Systems, gas – 4276.86; World Book, books – 799.00; Xcel Energy, utilities – 13523.68. TOTAL CAPITAL OUTLAY FUND CLAIMS – \$266,097.01.

Special Education Fund: Achieve, purchased services – 1227.16; Amazon.com, supplies – 32.66; CCHS, purchased services – 25894.00; County Fair, supplies – 4.45; DR Ace Hardware, supplies – 32.21; Lewis Drug, supplies – 17.97; Orientation & Mobility, purchased services – 454.91; Melissa Nygard, supply reimbursement – 60.05; PLEC, purchased services – 4054.95; Roemen's Automotive, repair supplies – 115.84; Voyager Fleet Systems, gas – 1926.19. TOTAL SPECIAL EDUCATION FUND CLAIMS – \$33,820.39.

Capital Projects Funds: Peska Construction, purchased services – 150688.76. TOTAL CAPITAL PROJECTS FUND CLAIMS - \$150,688.76.

Food Service Fund: AAA Refrigeration, purchased services – 993.18; Institutions Services, supplies – 86.16; Lunchtime Solutions, purchased services – 39637.53; Darwin Munk, refund – 6.35; Griffin Vlietstra, refund – 24.40. TOTAL FOOD SERVICE FUND CLAIMS - \$40,747.62.

Payroll: Elementary – 82235.04; Middle School – 67418.69; High School – 74029.92; Title I – 5691.62; Strive High – 3534.26; Guidance – 10108.08; Health – 4855.91; Library – 6519.19; Technology – 6377.48; BOE – 1776.23; General Administration – 10264.07; School Administration – 26560.56; Business Office – 7844.14; Maintenance – 26117.63; Transportation – 10880.74; After School Programs – 10412.33; Cocurricular Activities – 14193.70; Special Education – 63346.51; Food Service – 613.75. TOTAL PAYROLL – \$432,779.85.

B. December 2011 Financial Report.

**Statement of Cash Receipts,
Disbursements and Cash Balances**

	General Fund	Capital Outlay Fund	Special Education Fund	Pension Fund	Food Service Fund	Trust & Agency Funds	Bond Redemption Funds	Capital Projects Funds
Cash Balance, 12/1/11	\$1,330,413.97	\$1,349,859.73	\$350.71	\$123,377.55	\$75,467.14	\$104,759.56	\$681,923.57	\$602,483.36
Receipts:								
Taxes	\$265,119.24	\$195,551.29	\$91,452.28	\$19,555.01			\$154,037.49	
Tuition & Fees	6,499.69							
Interest	149.15	213.45	.03	15.76	\$4.42	\$8.45	87.47	\$9,359.44
Food Service Sales					26,349.80			
Pupil Activities	4,922.83					28,814.58		
After School Prog.	5,580.31							
Donations	1,600.00	33,260.11						
Charges for Services	7,136.00		2,976.38					
Other Local Sources	125.54							
County Sources	4,927.94							
State Grants	223,801.00		18,334.00					
Federal Grants	12,401.00		21,878.00		11,860.65		109,548.52	
Total Receipts	\$532,262.70	\$229,024.85	\$134,640.69	\$19,570.77	\$38,214.87	\$28,823.03	\$263,673.48	\$9,359.44
Total Disbursements	-\$418,846.02	-\$185,140.60	-\$102,830.94	-\$0.00	-\$53,435.61	-\$48,742.57	-\$316,089.54	-\$432,851.64
Sub-Total, 12/31/11	\$1,443,830.65	\$1,393,743.98	\$32,160.46	\$142,948.32	\$60,246.40	\$84,840.02	\$629,507.51	\$178,991.16
Nov. Loan Repayment	\$28,800.60		-\$28,800.60					
Cash Balance, 12/31/11	\$1,472,631.25	\$1,393,743.98	\$3,359.86	\$142,948.32	\$60,246.40	\$84,840.02	\$629,507.51	\$178,991.16

C. Contracts – none.

D. Personnel.

- 1. Employment:** Kevin Mattern - .5 FTE custodian at \$10.00 per hour.
- 2. Contract Amendment:** Joshua Krempges - .5 FTE custodian to full-time custodian.

E. Authorizations and Ratifications.

1. Approve a **supplemental budget** reflecting donations from the Elite Club, Booster Club, and Wells Fargo Matching Program (Hofeman):

10 1920	General Fund Donation Revenue	\$ 267.31
10 1131 300 410	High School Supply Expense	\$ 200.00
10 2122 100 410	Elementary Guidance Supply Expense	\$ 67.31
21 1920	Capital Outlay Fund Donation Revenue	\$5,420.46
21 1131 300 479	High School Equipment Expense	\$4,760.11
21 6901 300 479	Cocurricular Equipment Expense	\$ 660.35

2. Authorize a supplemental budget and **funds transfer** of \$155,235.76 from the Capital Outlay Fund to the High School Addition Capital Projects Fund.

Jayson Strauss reviewed services provided by Johnson Controls under their preventive maintenance contracts for HVAC building controls and mechanical systems. He stated that the proposed agreement would provide preventive maintenance on equipment that is under warranty in the new elementary school.

12-074 Motion by Weiland, seconded by Randall, to approve a one-year basic **preventive maintenance contract** on HVAC equipment in the new elementary school at a cost of \$11,900.00. Voting aye: Davis, Randall, Schuch, and Weiland. Voting nay: Morris. Motion carried.

Littel reported that four workers' compensation insurance quotes were received from two agents, and the board reviewed the premium quotes and dividend programs offered by each company.

12-075 Motion by Morris, seconded by Weiland, to purchase **workers' compensation insurance** from EMC through Schwebach Insurance at a cost of \$23,165.00. All voted aye.

12-076 Motion by Schuch, seconded by Randall, to dedicate Tract 1, **Ripple Creek Road** Addition to the City of Dell Rapids, South Dakota, and to give to the City of Dell Rapids a Deed of Dedication with respect to Tract 1, Ripple Creek Road Addition. All voted aye.

12-077 Motion by Weiland, seconded by Morris, to approve Peska Construction **change order** RFP #33 for moving sprinkler heads at a cost of \$1,047.00. All voted aye.

12-078 Motion by Schuch, seconded by Morris, to declare 514 library books that are outdated and/or in poor condition as **surplus**, of no value, and to authorize disposal. All voted aye.

It was noted that the City library would be given the opportunity to take books for their use before the remaining surplus books are taken to recycling.

Todd Wiebenga reported that bus schedules are being adjusted to accommodate transportation changes for the new elementary school. He stated that he is driving a separate shuttle bus for Haven students after school and that an activity shuttle bus will take middle school basketball players to practice at the old and new elementary schools. Because of the additional Haven shuttle, there may be a shortage of buses during track season to accommodate high school, middle school, and St. Mary track transportation. One of the special education bus leases will end in March, and a proposal will be brought to the board in February for purchase of the used bus. HVAC settings in the old elementary school have been adjusted for rooms currently not being used and training has been completed on HVAC controls in the new elementary school. A request has been made for the Farm and Home Show to be held in the new elementary school, and procedures to protect the gym floor are being developed.

Jeff Welbig reported on activities and the proposed conference merge. He stated that the wrestling program was very appreciative of their new facility.

Dr. John Jewett reported that he has received a very positive reaction to the new elementary school and expressed his appreciation to past and current school board members for their efforts in getting the facility built.

Gym use in school facilities was discussed. Additional key fobs for building access are being ordered and schedules are being developed to accommodate the needs of the various groups that utilize gym space.

Fran Ruesink reported on the January teacher inservice, a United Way Community Impact grant, and Common Core instruction. He stated that the middle school physical education classes are being transitioned to the new gym and that tumbling classes are utilizing the wrestling room. Plans are being made for Camp Med which will introduce middle school students to medical professions. Third quarter conferences will be held on February 6, 2012.

Kim Kludt reported on January teacher inservice activities, the Anti-Bullying presentation, and Common Core instruction. High school classes are transitioning to the new facility, and a grant application will be written for updated weight room equipment.

Superintendent Ludens reported that the student mentor program agreement has been signed and counselors are in the process of identifying students and mentors. The request to purchase school land south of the new elementary school will be on the agenda in the spring. First semester breakfast and lunch participation data was distributed, and a power point presentation regarding the Governor's FY2013 budget impact was shown.

The board held a first reading of Policy KG-R-OES on use of the old elementary school facilities.

Weiland reported that the Prairie Lakes Educational Cooperative is reviewing proposals from CCHS and Good Care for occupational therapy and physical therapy services. Davis reported that he met with Dr. Jewett and Andrew Kallemeyn regarding technology services. Superintendent Ludens reported that he was working with Kallemeyn to find a way to link documents to the board agenda on the school website. Davis also stated that the City will be having street lights installed on 15th Street. The budget development process was discussed.

12-079 Motion by Schuch, seconded by Weiland, to go into executive session at 9:20 p.m. for the purpose of discussing a student matter (SDCL 1-25-2, 2). All voted aye.

Davis declared the board out of executive session at 9:35 p.m. and adjourned the meeting.

Brian Davis, President

Barbara Littel, Business Manager

(unofficial until approved by the Board of Education)