

School Board Proceedings
Dell Rapids School District 49-3
May 11, 2015

The Dell Rapids School District Board of Education met Monday, May 11, 2015 at 7:00 p.m. in the high school distance learning room with the following members present: Tom Morris, Troy Randall, Jody Schumaker, Steve Stofferahn, and Matt Weiland. Absent: None.

Administration and other persons present: Summer Schultz, Superintendent; Barbara Littel, Business Manager; Jay Nelson, Elementary Principal/SPED Director; Jessica Ostwald, Haven Director; Deb Emmert, Lunchtime Solutions Manager; Matt Larson;

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

15-094 Motion by Weiland, seconded by Randall, to approve the **minutes** of the April 13, 2015 school board meeting. Voting Aye: Morris, Randall, Schumaker, Stofferahn, and Weiland. Motion carried.

15-095 Motion by Stofferahn, seconded by Schumaker, to approve the **agenda** as published. Voting Aye: Morris, Randall, Schumaker, Stofferahn, and Weiland. Motion carried.

15-096 Motion by Morris, seconded by Stofferahn, to approve the **consent agenda**, with the exception of the \$54,600.00 claim from Architecture, Inc. Voting Aye: Morris, Randall, Schumaker, Stofferahn, and Weiland. Motion carried.

A. Payment of May Claims.

General Fund: Ace Hardware, supplies – 1121.98; Amazon.com, supplies – 243.00; Dan Anderson, DOT physical reimbursement – 150.00; Argus Leader, publications/ads – 225.64; Avera Medical Group, DOT physical – 150.00; Best Western Pierre, lodging – 187.98; Blooms on Main, plant – 39.22; Blue Tarp Financial, supplies – 39.99; BMO Mastercard (Prezi subscription – 59.00; duck eggs – 57.06); Carroll Institute, purchased services – 600.00; City of Dell Rapids, utilities – 990.17; Claritus, supplies – 163.71; Comfort Suites Hotel, lodging – 114.00; Connecting Point, supplies – 355.00; County Fair, supplies – 146.61; Cubby’s, gas – 4243.16; Dakota Supply Group, supplies – 422.30; Dauby’s, supplies – 67.77; Dell City Greenhouse, trees – 600.00; Dell Rapids Lumber, supplies – 149.45; Dells Farm & Tire, repair parts – 90.00; Dells Electric, purchased services – 700.00; DR Agency Fund, reimbursement for entry fees/Wise Owl postage – 266.36; Jill Dvorak, mileage – 9.62; Elite Business Systems, copiers/supplies – 867.25; EMC, insurance – 23709.87; Garbage N More, garbage removal – 225.00; Stacey Gleason, supply reimbursement – 17.47; Golden West, telephone service – 490.05; Grainger Supply, supplies – 1405.86; Graves IT Solutions, purchased services – 37.50; Green Eggs and Ram, supplies – 469.99; Hauff Mid-America Sports, supplies – 150.00; Heartland Paper/Network Services Company, supplies – 2679.61; Hermitage Art Company, supplies – 36.03; High Plains Technology, purchased services/supplies – 751.87; Kurt Hinsch, purchased services – 1200.00; JD’s House of Trophies, supplies – 70.00; John Jewett, meal reimbursement – 61.00; Craig Jorgensen, supply reimbursement – 75.00; K&M Music, repairs – 135.75; Jeff Krumm, meal reimbursement – 61.00; Barb Littel, mileage/meal reimbursement – 189.31; Matheson Tri-Gas, supplies – 31.05; MidAmerican Energy, utilities – 2747.59; Midwest Alarm, monitoring – 57.62; Jesse Miller, purchased services – 200.00; North Central Bus, repair parts – 1113.97; North Central International,

repair parts – 484.31; Overhead Door Company, repair parts – 40.00; Performance Press, supplies – 210.00; PLEC, purchased services – 96.17; Region II Music, entry fees – 150.00; Rebecca Reyes, supply reimbursement – 120.64; Jodi Robertson, mileage – 8.14; Roemen’s Automotive, supplies/purchased services – 633.10; Fran Ruesink, travel reimbursement – 32.93; Jennifer Ruesink, supply reimbursement – 8.29; Schmitt Music, repairs – 154.00; Schuneman Equipment, repair parts – 140.70; SDHSAA, participation fees – 960.00; Simplex Grinnell, purchased services – 697.61; Joni Smith, purchased services – 200.00; Dale Solberg, gas/meal reimbursement – 92.03; Staples, supplies – 34.33; SW/WC Service Cooperative, membership – 25.00; Swier Law Firm, purchased services – 3605.00; Tennant Sales and Service, repair parts – 590.76; Ryan Thompson, test reimbursement – 139.00; TIE, registrations – 400.00; TASC, purchased services – 1305.15; Vacuum Center, supplies – 95.00; Voyager Fleet Systems, gas – 255.64; Michael Walsch, purchased services – 200.00; Xcel Energy, utilities – 8716.17. TOTAL GENERAL FUND CLAIMS – \$67,368.78.

Capital Outlay Fund: BMO Mastercard, Wondershare software – 143.05; Elite Business Systems, copiers – 825.00; First National Bank Sioux Falls, C.O. certificate interest/fees – 125497.88; Hauff Mid-America Sports, equipment – 1657.00; Liminex, software – 201.50; Push, Pedal and Pull, equipment – 1985.00; rSchool, software – 290.00; School Specialty, equipment – 1117.80; Software Unlimited, software – 4700.00; Xcel Energy, utilities – 6951.22. TOTAL CAPITAL OUTLAY FUND CLAIMS – \$143,368.45.

Special Education Fund: ACE Hardware, supplies – 14.97; County Fair, supplies – 107.94; Cubby’s, gas – 1461.58; EMC, insurance – 1788.16; IMED Mobility, repairs – 105.00; Interstate Battery Center, repairs – 728.85; Lewis Drug, supplies – 10.12; Lifescape, purchased services – 23082.09; North Central International, repair parts – 170.33; PLEC, purchased services – 4044.43; Roemen’s Automotive, repair parts – 583.75; School Specialty, supplies – 291.21; SD Dept. of Human Services, purchased services – 7309.60. TOTAL SPECIAL EDUCATION FUND CLAIMS – \$39,698.03.

Debt Service Funds: First National Bank Sioux Falls, bond principal/interest/fees – 162492.50. TOTAL DEBT SERVICE FUND CLAIMS - \$162,492.50.

Food Service Fund: EMC, insurance – 17.15; Lunchtime Solutions, purchased services – 52475.60. TOTAL FOOD SERVICE FUND CLAIMS - \$52,492.75.

Enterprise Fund: ACE, Haven supplies – 39.96; BMO Mastercard (Walmart, Haven supplies – 245.34; ProCare, Haven data hosting – 25.00; K Bar S Lodging, Haven lodging – 160.00); County Fair, Haven supplies/food – 502.24; DR Agency Fund, Haven background check reimbursement – 43.25; EMC, Haven insurance – 335.11; Char Faulstich, Haven mileage – 18.87; Jessica Ostwald, Haven travel reimbursement – 294.02; River Community Church, Haven rent – 1500.00; Sheltered Reality, Haven fees – 45.00; Verizon Wireless, Haven phones – 69.09. TOTAL ENTERPRISE FUND CLAIMS - \$3,277.88.

Payroll: Elementary – 86549.14; Middle School – 72595.00; High School – 80435.73; ESL – 1627.65; Title I – 6849.56; Guidance – 7453.01; Health – 3829.32; Improvement of Instruction – 924.18; Library – 5793.30; Technology – 10161.64; General Administration – 12733.64; School Administration – 28898.80; Business Office – 8930.66; Maintenance – 18644.85; Transportation –

14313.70; Cocurricular Activities – 15961.01; Special Education – 76944.92; Food Service – 683.81; Before/After School Enterprise Fund – 11665.60. TOTAL PAYROLL – \$464,995.52.

B. April 2015 Financial Report.

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

	General Fund	Capital Outlay Fund	Special Education Fund	Pension Fund	Debt Service Funds	Food Service Fund	Other Enterprise Funds	Trust & Agency Funds
Cash Balance, 4/1/15	\$1,189,601.39	\$1,694,556.18	\$10.71	\$86,748.79	\$1,548,549.46	\$170,476.06	\$98,624.81	\$134,926.99
Receipts:								
Taxes	\$92,303.81	\$79,984.32	\$39,510.17	\$7,998.43	\$44,149.91			
Tuition & Fees								
Interest	60.32	137.97		5.01	127.52	\$11.85	\$3.52	\$10.97
Food Service Sales						36,777.81	39.30	
Pupil Activities	720.00							20,392.92
OST Program Fees							9,765.20	
Donations/Contributions		12,134.99					6,600.00	
Charges for Services	1,231.72		1,905.18					
Other Local Sources	2,873.30							
County Sources	5,530.81							
State Grants	207,239.26		17,986.00				287.52	
Federal Grants	9,924.00		22,822.00			14,757.64	223.54	
Total Receipts	\$319,883.22	\$92,257.28	\$82,223.35	\$8,003.44	\$44,277.43	\$51,547.30	\$16,919.08	\$20,403.89
Total Disbursements	-\$432,049.44	-\$37,607.12	-\$113,289.82	-\$0.00	-\$0.00	-\$52,424.07	-\$13,343.62	-\$6,314.14
Sub-Total, 4/30/15	\$1,077,435.17	\$1,749,206.34	-\$31,055.76	\$94,752.23	\$1,592,826.89	\$169,599.29	\$102,200.27	\$149,016.74
Interfund Loan Repayment	\$71,972.05		-\$71,972.05					
Interfund Loan	-\$103,038.52		\$103,038.52					
Cash Balance, 4/30/15	\$1,046,368.70	\$1,749,206.34	\$10.71	\$94,752.23	\$1,592,826.89	\$169,599.29	\$102,200.27	\$149,016.74

C. Approve Supplemental Budgets.

General Fund

Donation Revenue - \$646.00
 Track Supply Expense - \$646.00
 Utility Expense - \$150,000.00
 Use of Fund Balance - \$150,000.00

Capital Outlay Fund

Donation Revenue - \$9,069.90
 Revenue from Sale of Surplus Property - \$2,100.00
 Athletic Equipment Expense - \$11,169.90
 Facility Improvement Expense - \$16,000.00
 Use of Fund Balance - \$16,000.00

D. Authorize the transfer of 2014-2015 utility expenses (electricity) from Capital Outlay to General Fund.

E. Transfer \$294,446.00 to the QSCB Debt Service Sinking Fund from the Capital Outlay Fund.

F. Approve SD FIT as an option for school investments.

G. Accept the 2015-2016 Preliminary Budget and 5-Year Capital Outlay Plan.

H. Authorize the business manager to issue insurance payments on the first of each month, starting July 1, 2015 (prior to school board meetings).

I. Personnel Report.

1. Resignation – Rebecca Ostraat, 5th and 6th grade instrumental music, effective at the end of the 2014-2015 school year.
2. Retirement – Pat Pedersen, SPED teacher, effective at the end of the 2014-2015 school year.
3. 2015-2016 Employment – Robert Michalscheck, vocal music teacher at \$33,600.00 and vocal competition at \$1,575.00.
4. Employment – Scott Schmitt, elementary head custodian at \$14.75 per hour, effective May 11, 2015.
5. Employment of summer student workers at \$8.50 per hour – Trey Randel, Griffin Ellison, and Mason Peter.
6. Status Change – Kevin Mattern, temporary/substitute custodian at \$13.00 per hour to part-time custodian at \$14.25 per hour.

J. Student Report - Approve **open enrollment** application #16-06.

Superintendent Schultz gave an update on facility projects. Bid opening for a high school science classroom addition, high school locker room renovations, and entrance renovations will be at 2:00 p.m. on May 27, 2015 in the middle school commons.

An official Dell Rapids “orange” – Valspar Poppy Fields – has been adopted to standardize colors used in the buildings and for apparel.

No football field mowing proposals were submitted to the superintendent. Jeff Welbig has agreed to continue maintaining the football field.

15-097 Motion by Weiland, seconded by Randall, to approve a contract with Jeff Welbig for summer 2015 **football field maintenance** for \$4,500.00. Voting Aye: Morris, Randall, Schumaker, Stofferahn, and Weiland. Motion carried.

15-098 Motion by Weiland, seconded by Schumaker, to approve renewal of the **Lunchtime Solutions, Inc. food service contract** for FY2016. Voting Aye: Morris, Randall, Schumaker, Stofferahn, and Weiland. Motion carried.

Business Manager Littel reported on options to use some of the food service fund balance.

15-099 Motion by Stofferahn, seconded by Weiland, to authorize **free meals** for reimbursable breakfasts and reimbursable lunches served on the last two school days of FY2015. Voting Aye: Morris, Randall, Schumaker, Stofferahn, and Weiland. Motion carried.

15-100 Motion by Stofferahn, seconded by Schumaker, to cast **SDHSAA ballots** as recommended by the superintendent and activities director. Voting Aye: Morris, Randall, Schumaker, Stofferahn, and Weiland. Motion carried.

Jessica Ostwald presented the Haven advisory board’s 2015-2016 proposed budget, staff handbook, policies and procedures handbook, and salary/wage recommendations. Board members requested five-year projections, since the proposed budget includes significant use of fund balance. They also suggested gradual rate increases, instead of a large increase if the fund balance is depleted. Policy changes included days Haven will be closed to prepare for the summer program and the requirement for parental purchase of bus passes for students attending the after-school program.

15-101 Motion by Stofferahn, seconded by Weiland, to approve **Haven handbooks**, Haven staff **salaries/wages** to begin with the July 2015 pay period, and **summer employment/wages** for Jessica Lambert (\$9.25/hour), Jordan Lindberg (\$9.41/hour), Samantha Mathis (\$9.41/hour), and Cheyenne Schumaker (\$9.75/hour) beginning June 1, 2015. Voting Aye: Randall, Stofferahn, and Weiland. Voting Nay: Morris. Abstaining: Schumaker. Motion carried.

Jessica Ostwald distributed the May 11, 2015 Haven Director's Report.

15-102 Motion by Schumaker, seconded by Weiland, to rescind **policies KGG** – Smoking on School Premises and **GBK** – Tobacco Products on School Premises, and to approve the first reading of new policy **AEA** – Tobacco-Free Schools. Voting Aye: Morris, Randall, Schumaker, Stofferahn, and Weiland. Motion carried.

15-103 Motion by Stofferahn, seconded by Schumaker, to approve the second reading and adoption of revisions to **policy GCPC** – Retirement of Professional Staff Members. Voting Aye: Morris, Randall, Schumaker, Stofferahn, and Weiland. Motion carried.

15-104 Motion by Weiland, seconded by Stofferahn, to go into executive session in accordance with SDCL 1-25-2(1) at 8:15 p.m. Voting Aye: Morris, Randall, Schumaker, Stofferahn, and Weiland. Motion carried.

President Morris declared the board out of executive session at 8:55 p.m.

15-105 Motion by Weiland, seconded by Schumaker, to amend the **2015-2016 compensation** offer for Jay Nelson to 220 contract days and to allow principals to accumulate three personal leave days . Voting Aye: Morris, Randall, Schumaker, Stofferahn, and Weiland. Motion carried.

Board comments were heard.

Superintendent Schultz reminded the board that there will be a special meeting on June 1, 2015 and that the next regular school board meeting will be June 8, 2015.

15-106 Motion by Weiland, seconded by Stofferahn, to adjourn the meeting at 9:09 p.m.

Tom Morris, President

Barbara Littel, Business Manager

(unofficial until approved by the Board of Education)