

**School Board Proceedings
Dell Rapids School District 49-3
August 8, 2016**

The Dell Rapids School District Board of Education met Monday, August 8, 2016 at 7:00 p.m. in the elementary school conference 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; Kimberly Kludt, High School Principal/Curriculum Director; Jeff Dvorak, Activities Director; Micah Bader; Mike Sterud; Marcia Lodmell; Steph Bittner.

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

Jody Schumaker, school board member elected without opposition in April to a three-year term, took the oath of office.

17-022 Motion by Weiland, seconded by Stofferahn, to approve the **minutes** of the July 11, 2016 school board meeting. Voting aye: Morris, Randall, Schumaker, Stofferahn, Weiland. Motion carried.

17-023 Motion by Stofferahn, seconded by Schumaker, to approve the **agenda** as published. Voting aye: Morris, Randall, Schumaker, Stofferahn, Weiland. Motion carried.

No HB1214 potential conflict of interest waiver requests were presented.

17-024 Motion by Morris, seconded by Weiland, to remove the student report from the consent agenda, to approve **open enrollment applications** #17-14, #17-18, #17-19, #17-20, and #17-21, and to grant the superintendent authorization to act on open enrollment requests received between now and the September school board meeting. Voting aye: Morris, Randall, Schumaker, Stofferahn, Weiland. Motion carried.

17-025 Motion by Schumaker, seconded by Randall, to approve the **consent agenda**. Voting aye: Morris, Randall, Schumaker, Stofferahn, Weiland. Motion carried.

A. Payment of August Claims.

General Fund: Ace Hardware, supplies – 628.53; Amazon.com, supplies – 187.95; Argus Leader, publications – 322.30; Avera Medical Group, bus driver physical – 150.00; Blick Art Materials, supplies – 1606.81; Blue Tarp Financial, Northern Tool supplies – 254.32; Kenneth Bunkers, bus driver physical reimbursement – 150.00; Cedar Shores, conference lodging – 275.85; City of Dell Rapids, utilities/garbage disposal – 3482.74; Connecting Point, supplies – 120.00; County Fair, supplies – 96.70; Cubby's, gas – 582.46; DakXII Conference, dues – 1047.52; Dakota Alignment, purchased services – 872.54; Dakota Auto Parts, repair parts – 50.23; Dakota Supply Group, repair parts/supplies – 1679.74; Dakotah Lodge, conference lodging – 297.00; Decker Equipment, supplies – 351.87; DR Coop Grain, supplies – 103.13; DR Lumber, supplies – 71.40; Dells Farm & Tire, repairs – 40.00; Dells Electric, purchased services – 960.84; Discount School Supply, supplies – 153.88; ECRI, supplies – 388.62; EMC, insurance – 25728.64; Fastenal, supplies – 257.93; Darlene Feehan, travel reimbursement – 303.36; Festival of Bands, entry fee – 125.00; Fiegen

Tree Service, purchased services – 2500.00; Garbage N More, garbage removal – 1080.00; Geyer Instructional Aids, supplies – 122.88; Golden West, telephone service – 855.37; Goverlan, purchased services – 160.00; Graves IT Solutions, purchased services – 1200.00; Graybar Electric, supplies – 447.46; Hal Leonard Corporation, supplies – 50.31; Harlow's, repair parts – 913.36; Heartland Paper/Network Services, maintenance supplies – 754.90; Heidisongs, supplies – 61.77; High Plains Technology, purchased services – 400.00; Houghton Mifflin, workbooks/supplies – 1900.64; Impact Applications, concussion testing – 600.00; Interstate Power Systems, repairs – 899.49; L.G. Everist, supplies – 943.32; Lakeshore Learning, supplies – 535.38; Lamotte Company, supplies – 69.40; Lewis Drug, supplies – 15.18; Barb Littel, supply reimbursement – 137.48; Master Blaster, repairs – 739.66; Matheson Tri-Gas, supplies – 37.35; MidAmerican Energy, utilities – 573.25; Midwest Alarm, monitoring – 57.62; Music Express, subscription – 195.00; NASCO, supplies – 430.03; North Central Bus, repairs – 468.03; North Central International, repair parts – 130.42; Olson's Pest Technicians, purchased services – 136.00; Oriental Trading, supplies – 636.56; Paxton/Patterson, supplies – 110.75; Pellets, Inc., supplies – 129.00; Performance Press, supplies – 277.00; Raymond Geddes & Company, supplies – 74.19; Realityworks, supplies – 41.00; Really Good Stuff, supplies – 525.20; Jeffrey Reed, purchased services – 1973.02; Resources for Educators, supplies – 248.56; Roemen's Automotive, supplies/purchased services – 2199.61; Scholastic, subscriptions – 1891.23; School Databooks, supplies – 362.82; School Specialty, supplies – 6740.11; John Schroeder, bus driver physical reimbursement – 123.64; SDASBO, registration – 50.00; ShopPBS.org, supplies – 94.70; Sportime, supplies – 57.66; Staples, supplies – 1861.39; Supreme School Supply, supplies – 331.41; Swier Law Firm, purchased services – 420.00; Taste of Home, subscription – 10.00; Teacher's Curriculum Institute, workbooks – 441.00; Teachers Pay Teachers, supplies – 752.99; Teaching Treasures, supplies – 168.55; TASC, purchased services – 1652.86; Treasure Bay, supplies – 229.77; Trucks of Bismarck, repair parts – 37.61; Voyager Fleet, gas – 109.95; Xcel Energy, utilities – 15504.61. TOTAL GENERAL FUND CLAIMS – \$93,758.85.

Capital Outlay Fund: BMO MasterCard, VariDesk equipment – 435.00; Companion Corp, software – 2088.00; Connecting Point, equipment/software – 10204.88; Delta Education, textbooks – 8825.50; Foreman Sales and Service, bus – 67655.00; Hewlett Packard, equipment – 17124.90; High Plains Technology, equipment/software – 57911.00; Infinite Campus, software – 600.00; Interlakes Sports Center, equipment – 460.00; Kim Kludt, equipment reimbursement – 32.96; Menard's, equipment – 149.97; Pearson Education, textbooks – 36917.81; Redlinger Brothers Plumbing, purchased services – 3000.00; Riverside Technologies, equipment – 17468.00; School Specialty, equipment – 302.32; Scientific Learning, software – 2800.00. TOTAL CAPITAL OUTLAY FUND CLAIMS – \$225,975.34.

Special Education Fund: Ace Hardware, supplies – 85.84; Cubby's, gas – 1155.79; Dakota Auto Parts, repair parts – 51.96; EMC, insurance – 2079.19; Expanding Expression, supplies – 503.80; Goodcare, purchased services – 3064.23; Handwriting Without Tears, supplies – 28.40; Harlow's Bus Sales, repair parts – 554.92; Houghton Mifflin Harcourt, supplies – 258.57; Huron School District, purchased services – 504.00; LifeScape, purchased services – 3916.00; Mac's, supplies – 21.98; North

Central Bus, repair parts – 100.47; Roemen’s Automotive, supplies – 101.39; School Specialty, supplies – 86.78; T&A Service, repairs – 1973.60. TOTAL SPECIAL EDUCATION FUND CLAIMS – \$14,486.92.

Capital Projects Fund: Architecture Incorporated, purchased services – 2503.00; Swift Contractors, purchased services – 267838.00. TOTAL CAPITAL PROJECTS FUND CLAIMS - \$270,341.00.

Food Service Fund: Ace Hardware, supplies – 9.99; Lori Jeffers, refund – 9.15; Plum Krazy, purchased services – 1750.00. TOTAL FOOD SERVICE FUND CLAIMS - \$1,769.14.

Enterprise Fund: BMO MasterCard (Haven field trip admissions: Washington Pavilion, Dells Theatre, Prairie Lanes, Pipestone Aquatic Center, Mitchell Aquatic Center, Mitchell Prehistoric, Skyzone, Hillcrest Aquatic Center, Children’s Museum – 2977.29; Haven supplies/food: Walmart, Sam’s Club, T&C – 1388.45); County Fair, Haven food – 80.15; Cubby’s, Haven/Drivers’ Ed gas – 504.92; Dauby’s, camp supplies – 2108.70; Department of Revenue, camp sales tax – 891.84; EMC, Haven insurance – 949.45; Hillyard, Haven supplies – 190.02; Old 77, Haven purchased services – 1399.50; River Community Church, Haven rent – 1500.00; Variety Foods, Haven supplies – 238.85; Verizon Wireless, Haven phones – 69.54. TOTAL ENTERPRISE FUND CLAIMS - \$12,298.71.

Payroll: Elementary – 78103.02; Middle School – 65757.09; High School – 62711.56; LEP – 286.39; Title I – 8130.32; Guidance – 9862.49; Health – 4005.57; Improvement of Instruction – 992.70; Library – 515.00; Technology – 11110.06; General Administration – 13779.24; School Administration – 25681.71; Business Office – 9670.32; Maintenance – 25113.60; Transportation – 4051.42; Cocurricular Activities – 12696.91; Special Education – 47633.55; Camp Enterprise Funds – 13254.79; Before/After School Enterprise Fund – 22814.58; Drivers Ed Enterprise Funds – 4295.97. TOTAL PAYROLL EXPENSE– \$420,466.29.

B. July 2016 Financial Report.

Statement of Cash Receipts, Disbursements and Cash Balances

	General Fund	Capital Outlay/Capital Projects Funds	Special Education Fund	Pension Fund	Debt Service Funds	Food Service Fund	Other Enterprise Funds	Trust & Agency Funds
Cash Balance, 7/1/16	\$1,536,710.99	\$2,524,082.43	\$188,676.40	\$81,814.61	\$2,223,092.24	\$144,631.08	\$89,685.49	\$114,989.28
Receipts:								
Taxes	\$74,122.96	\$12,668.03	\$5,962.36	\$1,266.82	\$6,768.96			
Tuition & Fees	272.86							
Interest	121.13	345.79	3.86	6.57	159.08	\$14.77	\$9.05	\$10.08
Food Service Sales						35.00		
Pupil Activities								2,336.31
OST Programs							28,445.25	
Donations/Contributions		900.00					1,967.00	
Charges for Services			1,429.65				3,505.00	
Other Local Sources	2,000.00							
County Sources	3,696.69							
State Grants	208,942.00		24,788.00				1,929.00	
Federal Grants	9,282.00							
Total Receipts	\$298,437.64	\$13,913.82	\$32,183.87	\$1,273.39	\$6,928.04	\$49.77	\$35,855.30	\$2,346.39
Total Disbursements	-\$386,959.54	-\$191,437.19	-\$132,515.55	-\$5,434.33	-\$100.00	-\$0.00	-\$34,862.50	-\$6,607.56
Cash Balance, 7/31/16	\$1,448,189.09	\$2,346,559.06	\$88,344.72	\$77,653.67	\$2,229,920.28	\$144,680.85	\$90,678.29	\$110,728.11

C. Authorizations and Ratifications – Personnel Report.

1. Accept the **resignation** of Jessica Kolasa, custodian, effective July 19, 2016.
2. Accept the **resignation** of Sheridan Skinner, Haven, effective August 5, 2016.
3. Approve the **employment** of Haven staff at \$8.55 per hour: Taci Delker, Elyssa Petrik, and Kathryn Klein.
4. Approve the **employment** of Jodene Schultz, custodian, at \$10.50 per hour.
5. Approve the **employment** of Mary Trumbo, paraprofessional, at 13.00 per hour.
6. Approve the **employment** of teachers: Sarah Anderson - \$38,500.00; Peggy Hancock - \$48,000.00.
7. Approve **volunteers**: April Nelson, cheerleading; Rick Timmer, football; Scott Hansen, football.

D. Surplus – Approve the disposal of broken/non-functional equipment.

1. Three HP 7700 computers.
2. 14 Promethean active boards.
3. Four HP 7100 tower desktops.
4. One Smart board.
5. One Epson powerlight.
6. One GX6750 typewriter.

17-026 Motion by Schumaker, seconded by Stofferahn, to approve the middle school **student handbook** and to approve the high school student handbook, as amended. Voting aye: Morris, Randall, Schumaker, Stofferahn, Weiland. Motion carried.

17-027 Motion by Weiland, seconded by Stofferahn, to approve the middle school **staff handbook**. Voting aye: Morris, Randall, Schumaker, Stofferahn, Weiland. Motion carried.

Business manager Littel reported that quotes for the furnishing of unleaded gasoline and diesel fuel were solicited from local vendors, with one response received from Cubby's, Inc.

17-028 Motion by Stofferahn, seconded by Schumaker, to accept the quote from Cubby's, Inc. to furnish **gasoline and diesel fuel**, per specifications, at \$.08 below pump price. Voting aye: Morris, Randall, Schumaker, Stofferahn, Weiland. Motion carried.

17-029 Motion by Weiland, seconded by Stofferahn, to approve the second reading and adoption of the District's Technology Acceptable Use Policy, the Technology Donation Policy, and **policy GBAA** – Veteran's Preference. Voting aye: Morris, Randall, Schumaker, Stofferahn, Weiland. Motion carried.

The board held first readings of policy AH-E – Conflict of Interest Request Form and Waiver Authorization Form.

Activities Director Dvorak presented information on a proposed soccer cooperative with the Garretson School District.

Superintendent Schultz gave a construction report and presented information on change orders for board approval.

17-030 Motion by Morris, seconded by Schumaker, to approve the following construction project **change orders**: #23 for moving ductwork at \$3,481.50, #24 for changing a light fixture at \$309.75, #25 for replacing ceiling grid at \$754.77, #27 for hole patching in entry ceiling at \$361.50, and #28 for data changes at \$350.25. Voting aye: Morris, Randall, Schumaker, Stofferahn, Weiland. Motion carried.

17-031 Motion by Randall, seconded by Schumaker, to adjourn the meeting at 8:37 p.m. Voting aye: Morris, Randall, Schumaker, Stofferahn, Weiland. Motion carried.

Tom Morris, President

Barbara Littel, Business Manager

(unofficial until approved by the Board of Education)