

**School Board Proceedings  
Dell Rapids School District 49-3  
June 11, 2018**

The Dell Rapids School District Board of Education met Monday, June 11, 2018 at 7:00 p.m. in the middle school/high school library with the following members present: Troy Randall, Jody Schumaker, Steve Stofferahn, Jeff Traill, and Matt Weiland. Absent: None.

Administration and other persons present: Summer Schultz, Superintendent; Barbara Littel, Business Manager; Lisa Wilber, Haven Director.

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

**18-132** Motion by Schumaker, seconded by Traill, to approve the **minutes** of the May 14, 2018 school board meeting. Voting aye: Randall, Schumaker, Stofferahn, Traill, and Weiland. Motion carried.

**18-133** Motion by Randall, seconded by Stofferahn, to approve the **agenda** with the addition of 9.G. – Haven Wage Changes and 10.B. – Restraint and Seclusion Forms JGC #1 and JGC #2. Voting aye: Randall, Schumaker, Stofferahn, Traill, and Weiland. Motion carried.

The board recognized and congratulated Stacey Gleason, Dell Rapids School District's Teacher of the Year.

There were no conflict of interest disclosures.

**18-134** Motion by Stofferahn, seconded by Traill, to approve **consent agenda** items A. through D. Voting aye: Randall, Schumaker, Stofferahn, Traill, and Weiland. Motion carried.

**A. Payment of June Claims.**

General Fund: A-1 Septic, purchased services – 195.00; Ace Hardware, supplies – 2536.81; Amazon.com, supplies – 28.77; Argus Leader, publications/subscriptions – 248.02; ASBSD, registration – 50.00; BMO Mastercard (Teachers Pay Teachers, supplies – 37.60; Crescent Electric, supplies – 32.48; Office Max, printing – 178.92); Carroll Institute, purchased services – 515.00; City of Dell Rapids, water/sewer – 1296.73; Connecting Point, supplies – 146.10; County Fair, supplies – 432.12; Cubby's, fuel – 4758.52; D.C.I., background check – 43.25; Dillon Dahl, meal reimbursement – 90.00; Dakota Auto Parts, repair parts – 685.85; DR Coop Grain, supplies – 281.25; DR Lumber, supplies – 210.90; Dells Electric, purchased services – 595.00; DR Agency Fund, reimburse entry fees/meals/track officials – 2467.70; DR Elite Club, region golf – 59.77; Jill Dvorak, mileage – 8.40; East Dakota Educational Cooperative, purchased services – 400.00; Ed's Produce, supplies – 30.00; Elite Business Systems, copiers/supplies – 1065.35; Jason Fersdahl, basketball reimbursement – 75.00; Garbage N More, garbage removal – 1530.00; Golden West, telephone service – 917.76; Graybar Electric, supplies – 37.26; Greatlife, fees – 1428.00; Steve Hansen, meal reimbursement – 90.00; Scott Headrick, meal reimbursement – 90.00; Steve Hegge, meal reimbursement – 90.00; Hermitage Art Company, supplies – 34.67; High Plains Technology, purchased services – 400.00; Hillyard, supplies – 76.59; Mick Hoglund,

meal/golf reimbursement – 165.00; JD’s House of Trophies, supplies – 118.50; Mac’s, supplies – 38.82; Matheson Tri-Gas, supplies – 87.58; MidAmerican Energy, utilities – 1652.57; Midwest Alarm, monitoring – 57.62; Mike’s Repair, purchased services – 256.00; Napa Auto Parts, repair parts – 796.94; North Central Bus, repair parts – 3801.73; Olson’s Pest Technicians, purchased services – 140.00; Popplers Music, repairs – 362.20; Prairie Coach Trailways, purchased services – 2991.88; PLEC, purchased services – 76.19; Region II Music, registrations – 274.00; Ribbons Galore, supplies – 185.02; Jennifer Ruesink, supply reimbursement – 42.00; Sanford Health, DOT testing – 70.00; SASD, registration – 125.00; Scholastic, supplies – 40.00; School Specialty, supplies – 39.20; Summer Schultz, mileage – 124.32; SDHSAA, fees – 1080.00; Shopko, supplies – 89.40; Keely Stauffenecker, purchased services – 240.00; Sure Test, DOT testing – 139.00; Swier Law Firm, purchased services – 67.50; T&A Service, repairs – 612.25; TIE, registration – 63.00; Tractor Supply, supplies – 24.99; Tri-Valley School, track expense – 141.54; UPS, posters – 59.61; Vantek, purchased services – 464.95; Voyager Fleet, gas – 131.23; Jeff Welbig, purchased services – 750.00; Xcel Energy, utilities – 14505.62. TOTAL GENERAL FUND CLAIMS – \$50,976.48.

Capital Outlay Fund: Amazon.com, books/equipment – 611.76; Asset Genie, equipment – 1101.60; Brodart, books – 310.01; BSN Sports, equipment – 163.79; Elite Business Systems, copiers – 863.60; First National Bank, certificate principal/interest/fees – 198671.25; Green Eggs & Ram, equipment – 558.98; High Plains Technology, equipment – 269.00; Learning A-Z, software – 4598.70; McGraw-Hill, textbooks – 2905.18; Riverside Technologies, equipment – 7380.00; SHI, software – 5162.07; Sunburst Digital, software – 699.95. TOTAL CAPITAL OUTLAY FUND CLAIMS – \$223,295.89.

Special Education Fund: County Fair, supplies – 174.92; Cubby’s, fuel – 1822.50; Dakota Auto Parts, repair parts – 19.28; Goodcare, purchased services – 6411.96; LifeScape, purchased services – 10457.50; Napa Auto Parts, repair parts – 143.34; North Central Bus, repair parts – 227.48; PLEC, purchased services – 4687.08. TOTAL SPECIAL EDUCATION FUND CLAIMS – \$23,944.06.

Debt Service Funds: First National Wealth Management, bond principal/interest/fees – 473998.78. TOTAL DEBT SERVICE FUND CLAIMS - \$473,998.78.

Food Service Fund: Kim Bowers, refund – 66.70; Mark Honerman, refund – 5.40; Lunchtime Solutions, purchased services – 44243.95. TOTAL FOOD SERVICE FUND CLAIMS - \$44,316.05.

Enterprise Fund: Amazon.com, Haven supplies – 253.58; Julie Barber, Haven mileage – 30.24; BMO MasterCard (Walmart, Haven supplies – 240.65; Sam’s Club, Haven supplies – 556.01; Hobby Lobby, Haven supplies – 53.89; Menards, Haven supplies – 80.32; Oriental Trading, Haven supplies – 58.94; American Ink, Haven supplies – 1274.55; Shopko, Haven supplies – 19.17; Casey’s, Haven supplies – 48.02; Dey Distributing, Haven supplies – 37.10; Discount School Supply, Haven supplies – 107.03; Prairie Village, Haven field trip – 240.00; Madison Aquatic Center, Haven field trip – 320.00); City of Dell Rapids, Haven pass – 75.00; County Fair, Haven supplies – 52.51; Dean Houser, Haven refund – 26.00; River Community Church, Haven rent – 1500.00; Staples, Haven supplies – 56.50; Verizon Wireless, Haven phones – 77.91; Josh Whitcomb, Haven refund – 75.00. TOTAL ENTERPRISE FUND CLAIMS - \$5,182.42.

**Payroll:** Elementary – 108954.56; Middle School – 84924.77; High School – 88938.54; LEP – 2660.45; Title I – 4545.43; Guidance – 14694.70; Health – 4479.13; Library – 5471.64; Technology – 16921.90; General Administration – 14246.12; School Administration – 32767.88; Business Office – 9459.00; Maintenance – 25252.65; Transportation – 14695.56; Cocurricular Activities – 17516.13; Special Education – 84127.65; Before/After School Enterprise Fund – 13690.23; Driver’s Education Enterprise Fund – 2386.63. **TOTAL PAYROLL EXPENSE– \$545,732.97.**

**B. May 2018 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, 5/1/18	\$929,224.31	\$2,389,848.72	\$2.87	\$68,712.58	\$2,568,001.97	\$195,179.96	\$91,225.40	\$150,526.66
Receipts:								
Taxes	\$621,598.79	\$597,279.63	\$301,321.71		\$297,004.37			
Tuition & Fees	7,152.30							
Interest	50.61	341.43	6.26	\$5.76	19,699.17	\$21.74	\$10.84	\$12.55
Food Service Sales						29,766.03		
Pupil Activities	2,197.00							21,858.97
OST Programs							20,058.00	
Donations/Contributions	17,426.88	5,060.06						
Charges for Services	1,660.37		1,801.84					
Rentals	840.00							
Other Local Sources	1,121.48							
County Sources	3,687.27							
State Grants	275,927.00		17,809.00				745.29	
Federal Grants	14,757.50	106,649.87	24,837.00			15,165.93		
Total Receipts	\$946,419.20	\$709,330.99	\$345,775.81	\$5.76	\$316,703.54	\$44,953.70	\$20,814.13	\$21,871.52
Total Disbursements	-\$510,429.71	-\$159,212.82	-\$115,718.04	-\$0.00	-\$0.00	-\$62,151.03	-\$14,195.79	-\$60,006.71
Total Transfers		-\$294,446.00			\$294,446.00			
Sub-Total, 5/31/18	\$1,365,213.80	\$2,645,520.89	-\$230,060.64	\$68,718.34	\$3,179,151.51	\$177,982.63	\$97,843.74	\$112,391.47
Interfund Loan Repayment	\$6,577.15		-\$6,577.15					
Cash Balance, 5/31/18	\$1,371,790.95	\$2,645,520.89	\$223,483.49	\$68,718.34	\$3,179,151.51	\$177,982.63	\$97,843.74	\$112,391.47

**C. Authorize the board president to sign 2018-2019 contracts** (listing to be published in the July minutes).

**D. Surplus Property**

1. 166 miscellaneous computer items (per listing) – no value – for disposal.
2. 25 Acer C710 Chromebooks – appraised value \$20.00 each – for sale.

**18-135** Motion by Stofferahn, seconded by Traill, to approve the **student report** – FY2019 open enrollment applications #19-08 through #19-11. Voting aye: Randall, Schumaker, Stofferahn, Traill, and Weiland. Motion carried.

**18-136** Motion by Schumaker, seconded by Traill, to approve the **personnel report**. Voting aye: Randall, Schumaker, Stofferahn, Traill, and Weiland. Motion carried.

- a. **Haven Employment:** Madeline Kringen, Karsen Welbig, and Emma Paul – \$8.85/hour.
- b. **2018-2019 Employment** (salaries to be published in the July minutes): Ashes Dean – Assistant Wrestling Coach; Rick Timmer – Assistant HS Football Coach

- c. \$230.00 Base **Salary Increase** for 2018-2019, per completion of negotiations: Margo Hegge, Brady Lesnar, Erin Matthiesen, Kayla Siemonsma, and Taylor Trohkimoinen.
- d. **Contract Amendments** (salaries to be published in the July minutes):
  - Jennifer Ruesink – add five (5) days to contract
  - Bryan Timperley – increase contract to .80 FTE
  - Margo Hegge – add assistant HS volleyball coach
  - Jordan Huska – delete assistant HS football coach; add head HS football coach
  - Katie Klaassen – add MS quiz bowl advisor
  - Ryan Kooima – delete assistant HS football coach; add MS football coach
  - Brady Lesnar – add MS football coach
  - Jennifer Mason – delete MS quiz bowl advisor
  - Robert Michalscheck – add musical advisor
  - Sharon Mitchell – delete 3-act play advisor; add musical advisor
  - Kayla Siemonsma – additional \$500 for one year experience
  - Dustin Steckler – delete MS football coach; delete MS boys’ basketball coach; add assistant HS football coach; add assistant HS girls’ basketball coach
  - Taylor Trohkimoinen – delete assistant HS girls’ basketball coach, add head HS girls’ basketball coach

**18-137** Motion by Randall, seconded by Traill, to approve the **Haven Policies and Procedures Handbook**. Voting aye: Randall, Schumaker, Stofferahn, Traill, and Weiland. Motion carried.

**18-138** Motion by Schumaker, seconded by Stofferahn, to cast ballots for Craig Boyens and Paul Nepodal on the **SDHSAA run-off election ballot**. Voting aye: Randall, Schumaker, Stofferahn, Traill, and Weiland. Motion carried.

**18-139** Motion by Traill, seconded by Stofferahn, to approve a \$1300.00 contract with Teachwell for FY2019 **Project Skills Coordination**. Voting aye: Randall, Schumaker, Stofferahn, Traill, and Weiland. Motion carried.

**18-140** Motion by Weiland, seconded by Schumaker, to approve FY2019 **membership** in Associated School Boards of South Dakota. Voting aye: Randall, Schumaker, Stofferahn, Traill, and Weiland. Motion carried.

**18-141** Motion by Randall, seconded by Traill, to engage KMWF to perform the **FY2018 audit** for \$10,000.00. Voting aye: Randall, Schumaker, Stofferahn, Traill, and Weiland. Motion carried.

The board held a public hearing on a proposed energy savings project.

**18-142** Motion by Stofferahn, seconded by Traill, to authorize the administration to advertise a **Request for Proposals on a Guaranteed Energy Savings Contract**. Voting aye: Randall, Schumaker, Stofferahn, Traill, and Weiland. Motion carried.

**18-143** Motion by Stofferahn, seconded by Schumaker, to approve FY2019 **Haven wage increases**, per recommendation of the Haven advisory board (listing to be published in the July minutes). Voting aye: Randall, Schumaker, Stofferahn, Traill, and Weiland. Motion carried.

The board held first readings of Policy JGC – Restraints & Seclusions, JGC #1 – Incident Report Form, and JGC #2 – Debriefing Form.

The superintendent reported on the school safety collaboration group and Project Stand Up.

**18-144** Motion by Stofferahn, seconded by Traill, to go into **executive session** at 7:46 p.m. in accordance with SDCL 1-25-2 (4). Voting aye: Randall, Schumaker, Stofferahn, Traill, and Weiland. Motion carried.

President Weiland declared the board out of executive session at 8:03 p.m.

A special board meeting to conduct end-of-the-fiscal-year business was scheduled for Wednesday, June 27, 2018 at 5:30 p.m. The next regular board meeting will be July 9, 2018 at 7:00 p.m.

**18-145** Motion by Traill, seconded by Weiland, to adjourn the meeting at 8:07 p.m. Voting aye: Randall, Schumaker, Stofferahn, Traill, and Weiland. Motion carried.

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Matt Weiland, President

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Barbara Littel, Business Manager

(unofficial until approved by the Board of Education)