

Minutes of July 12, 2018

The regular meeting of the Lake Preston Board of Education was held on July 12, 2018 in the Library at the Lake Preston School. At 5:15 PM President Nelson called the meeting to order. Roll call was taken with the following members present: Brian Nelson, Jerod Olson, Ryan Hageman, Steve Carlson, Brett Anderson, Josh Warne, and Stacia Sneesby. Absent: Amanda Wienk.

Also present were the school administrators-Supt. Casper, Principal Felderman, Business Mgr. Curd, Tech Coord Odegaard; Teacher rep Schmidt, along with Palmlund of the Lake Preston Times.

The Pledge of Allegiance was led by President Nelson.

ACTION 135- Motion by Olson, second by Anderson to approve the agenda as the order of business. All voted aye, motion carried.

2018-19 Budget hearing was held. Business Manager Curd reviewed the preliminary budget as published. Board and administrators discussed levies, and fund balances, and agreed to wait until September board meeting to approve the budget. Time was allocated for public comments, none was heard.

ACTION 136- Motion by Anderson, second by Carlson to adjourn the budget hearing at 5:59 PM. All voted aye, motion carried.

ACTION 137- Motion by Warne, second by Hageman to approve the consent items of June 11th minutes, June 2018 financials and June bills. All voted aye, motion carried.

Statement of Cash Receipts, Disbursements & Cash Balances

	Jun-18	General	Cap.Out	Sp.Ed	Pension
Beginning Balance		\$ 712,028.94	\$ 1,955,083.16	\$ 172,388.22	\$ 42,914.71
REVENUES					
Ad Val Taxes,Gross Receipts		\$ 97,971.39	\$ 43,420.56	\$ 26,171.62	\$ 2.56
County Apport		\$ 991.02			
St.& Fed.Aid		\$ 36,358.66	.	\$ 450.18	
Int.,Adm,Rentals		\$ 517.34	\$ -	\$ -	
Transfers In (Out)		\$ 346,150.00	\$ (346,150.00)		
Expenditures		\$ (206,071.55)	\$ (228,470.13)	\$ (44,173.32)	\$ -
Ending Cash Balance		\$ 987,945.80	\$ 1,423,883.59	\$ 154,836.70	\$ 42,917.27
Food Serv Driver Ed T&A					
Beginning Balance		\$ 1,926.27	\$ 4,925.73	\$ 80,040.92	
Revenue					
Sales		\$ 5,499.71			
Fed/State Reimb		\$ 15,103.46			
Fees/Fundraisers/Transfers		\$ 4,500.00	\$ 300.00	\$ 341.57	
Expenditures		\$ (7,721.79)	\$ (3,080.99)	\$ (3,639.74)	
Ending Cash Balance		\$ 19,307.65	\$ 2,144.74	\$ 76,742.75	

GENERAL FUND

Utilities: CenturyLink \$390.41, City of Lake Preston \$393.77, Ottertail Power \$1,304.32; Fuel: Coles Petroleum \$116.65; Tech Support Work: Connecting Point \$5775.00; Supplies: Discover Card \$353.10, INTERSTATE ALL BATTERY CENTER \$84.60, Maynard's Food Center \$19.65, Office Peeps \$61.26, PRAIRIE AG PARTNERS \$892.19; Imprest: \$492.10; Publications: Lake Preston Times \$130.24; Crushed gravel: MCMASTERS GRAVEL \$763.91 ; Fees: Sanford Health Plan \$34.00; Bulk chemical for boiler: TEAM LABORATORY CHEMICAL \$4,821.30

Fund Total: \$15,632.50

CAPITAL OUTLAY FUND

Equipment: APPLE COMPUTER \$17,559.00; Connecting Point \$4,684.75, Discover Card \$2,878.84, G&R CONTROLS, Inc.\$1,176.45, Marco Technologies \$30,902.64, Roger's Athletic \$1,777.00; Improvements: D A Services \$6,023.76, Midwest Glass \$26,452.00, Pro-Tec Roofing & Sheet Metal \$46,198.61; Curriculum: MCGRAW HILL School Education \$957.75

Fund Total: \$138,610.80

SPECIAL EDUCATION FUND

Tuition: Children's Home Society of Sioux Falls \$2,070.00, Human Service Agency \$1,919.40, Sioux Falls School District \$1,752.66; Supplies: DISCOVER CARD \$37.76

Fund Total: \$5,779.82

FOOD SERVICE FUND

Registration: DISCOVER CARD \$227.62; Bread: EARTHGRAINS\$105.93

Fund Total: \$333.55

Drivers Education Fund

Fuel: Coles Petroleum \$155.99

Fund Total: \$155.99

Checking Account Total: \$160,512.66

June Payroll: General \$104,757.47, Benefits \$34,896.40; Special Education: \$15,882.16 Benefits: \$4,818.99; Food Service: \$4094.72, Benefits \$1,436.79; Driver's Education: \$2,560.00, Benefits \$165.47
Total June Payroll: \$168,612.00

Brett Anderson reported on the NESC meeting he attended. There was more discussion on the hearing, which ended up costing \$12,000.

ACTION 138- Motion by Olson, second by Warne to approve the budget supplement as presented. All voted aye, motion carried.

RESOLUTION NO.2 FY18

ADOPTION OF SUPPLEMENTAL BUDGET:

LET IT BE RESOLVED, that the School Board of the Lake Preston School District #38-3, in accordance with SDCL 13-11-3.2 and after duly considering the proposed supplemental budget, hereby approves and adopts the following supplemental budget in total:

APPROPRIATIONS:

GENERAL FUND

Technology	\$5,688.00
Board of Education	\$1,738.00
Title	<u>\$3,146.00</u>
Total	\$10,572.00

CAPITAL OUTLAY FUND

Operations and Maintenance	\$51,000.00
Capital Outlay Flexibilities	<u>\$9,150.00</u>
Total	\$60,150.00

SPECIAL EDUCATION FUND

Administrative Costs	\$15,000.00
Transportation Costs	<u>\$4,000.00</u>
Total	\$19,000.00

MEANS OF FINANCE:

GENERAL FUND

Contingency	\$7,426.00
Federal Title Grant	<u>\$ 3,146.00</u>
Total	\$10,572.00

CAPITAL OUTLAY FUND

Undesignated Fund Balance	<u>\$60,150.00</u>
Total	\$60,150.00

SPECIAL EDUCATION FUND

Undesignated Fund Balance	<u>\$19,000.00</u>
Total	\$19,000.00

ACTION 139- Motion by Hageman, second by Warne to accept the letter of engagement from Schoenfish & Co to audit the 2017-18 financials. All voted aye, motion carried.

ACTION 140- Motion by Hageman, second by Olson to adjourn the 2017-18 business at 6:20 PM. All voted aye, motion carried.

ACTION 141- Motion by Olson, second by Anderson to appoint Supt. Casper as acting President until the election of President and Vice President of the School Board. All voted aye, motion carried.

The Lake Preston School board reconvened with new business at 6:25 p.m. At this time Business Manager Curd duly presented the Oath of Office to Stacia Sneesby based on an uncontested petition. She will hold a 3 year term.

ACTION 1- Supt. Casper then opened the floor for nominations for Board President. Motion by Carlson to nominate Jerod Olson, second by Anderson and to cease nominations and cast a unanimous ballot for Jerod Olson.

ACTION 2 - Supt Casper opened the floor for nominations for Board Vice-President. Motion by Anderson to nominate Steve Carlson, second by Nelson, and Anderson called to cease all nominations and cast a unanimous ballot for Steve Carlson. All voted aye, motion carried.

Supt. Casper then turned the meeting over to President Olson.

ACTION 3 - Motion by Anderson, second by Warne to approve the following authorizations/appointments: Business Manager, Curd as Board Clerk, Board Treasurer, Privacy Official and Investment Officer; First National Bank of Lake Preston, Wells Fargo-Huron, American Bank & Trust-DeSmet; all in South Dakota as Official Depositories; Rodney Freeman of Huron and Todd Wilkinson of DeSmet as School Attorneys; Lake Preston Times as Official Newspaper; Elementary Principal Felderman as Director of Title I, Title III, and Title VI; Superintendent Casper as Director of Special Education, Title VI, Title I Homeless Liaison, Section 504 Officer, Title IX, Trust & Agency, Food Service; and Coordinator for NESC and all federally funded programs; also giving the Business Manager authority to sign for all of the above listed programs; Supt. Casper as Truancy Officer; Superintendent Casper to close school in emergency situations; and in his absence then Dana Felderman and Kristi Curd in respective order; Brian Nelson as a designee to sign on warrant checks along with President Olson and Vice President Carlson; and the continued participation and/or membership in the following: Northeast Education Cooperative and the NESC Special Education Comprehensive Plan & Organizational Structure Form; Mutual Bus Assistance Pact; and SD United Schools Association. All voted aye, motion carried.

ACTION 4 - President Olson appointed the following: Olson as the NESC Board Rep with Wienk and Nelson as alternates; ASBSD voting delegate -Carlson, alternate-Nelson; Negotiations Team -Sneesby, Carlson, and Anderson; Capital Outlay Committee - Wienk, Warne, and Olson; Rep to the Vocational Ag Advisory Board- Sneesby; Board Reps to the Lake Preston Equalization Board- Warne & Anderson; Legislative Rep- Carlson; School Alliance Committee- Warne, Carlson, Nelson; Cooperative Committee- Warne, Olson, and Wienk; Exit Interview Committee- Carlson, Warne and Anderson. Planning Committee- Nelson, Warne, Anderson, Development Board Rep-Warne, Sick Bank Leave Committee - Sneesby.

Action 5: Motion by Carlson, second by Anderson to set season passes as \$40 for adults, Free for Lake Preston students. All voted aye, motion carried.

Action 6: Motion by Anderson, second by Carlson to set admission prices at \$3/student, \$5/adult. Doubleheader at \$4/student, \$6/adult. All voted aye, motion carried.

Action 7: Motion by Anderson, second by Warne to set board meeting dates and times at second Monday at 5:30 with the flexibility to change when necessary. All voted aye, motion carried.

Action 8: Motion by Anderson, second by Warne to set board compensation at \$50/regular meeting. All voted aye, motion carried.

Action 9: Motion by Warne to set starting and non-certified substitute wages to

\$11.00/hour, short term substitute wage to \$11.50/hour and long term substitutes to \$15/hour. Motion died due to lack of second.

Action 10: Motion by Nelson to set starting and short term substitute wage to \$11.25/hour and long term substitutes to \$14.75/hour. Motion died due to lack of second.

Action 11: Motion by Anderson, second by Nelson to set starting and non-certified substitute wages to \$11.00/hour, short term substitute wage to \$11.25/hour and long term substitutes to \$14.50/hour. All voted aye, motion carried.

Action 12: Motion by Carlson, second by Warne to increase oral interp judge's fees by \$5, and to pay state rate for mileage. All voted aye, motion carried.

Action 13: Motion by Warne, second by Anderson to set meal prices at K-5 Grade-\$3.00; 6-12 Grade-\$3.25, with second entrees for 6-12 at \$.75, Adults-\$4.25 with salad bar only option at \$2.50, Breakfast- All Students -\$.75, Adults-\$2.00. Milk only at \$.25/carton. All voted aye, motion carried.

Action 14: Motion by Anderson, second by Sneesby to set bonds for business manager at \$50,000; Supt at \$5,000; and Other Personal at \$1,000. All voted aye, motion carried.

REVIEW/DISCUSSION ITEMS:

Supt. Casper then reviewed with the members the following: Board Responsibilities, Relations, Expectations, and Executive Sessions. Curd asked to get a number of attendees to the ASBSD/SASD Conference. Members discussed the annual Board/Staff meet and greet and set the date of Monday, August 20th at 8:00 AM during staff in-service.

First Reading of the Board Policy Handbook revisions was held; with Supt. Casper reviewing the recommended changes. First Reading of the Secondary and Middle School Student Handbooks was held; with Casper reviewing the recommended changes. A copy of these are on file in District's portal.

Elementary Principal Felderman presented the revised Elementary and Kids First Handbooks for their first reading.

Business Manager Curd presented a new Employee Handbook for its first reading.

NEW BUSINESS:

ACTION 15 - Motion by Anderson second by Carlson to approve the open enrollment #2 for 2018-19. All voted aye, motion carried.

ACTION 16 - Motion by Warne second by Nelson to accept the resignation of Brock Bumann as basketball coach. All voted aye, motion carried.

ACTION 17 - Motion by Anderson second by Sneesby to approve contract of Kelsey Smith as Head Volleyball coach. All voted aye, motion carried.

ACTION 18 - Motion by Nelson, second by Anderson to approve the July 2018 bills. All voted aye, motion carried.

GENERAL FUND

Property/Liability Insurance: American Trust Insurance \$25,267.21; Worker's Comp Insurance: ASBSD Workers' Compensation Fund \$15,921.00; Membership dues: ASBSD \$892.75, ELABO \$60.00, SASD \$574.00, SDSTE \$30.00, TIE \$728.00; Garbage Service: COOK'S \$195.52; Curriculum: HAL-LEONARD CORP \$195.00, PLANK ROAD PUBLISHING \$109.95; Registration Fees: NORTHERN STATE UNIVERSITY \$400.00; Software: NWEA Mapping \$2,000.00; School/Office Supplies: SUPREME SCHOOL SUPPLY \$87.66

Fund Total: \$46,461.09

CAPITAL OUTLAY FUND

Electrical Updates/Football Lights: ARON'S ELECTRIC, LLC \$78,687.87; Equipment: Discover Card \$1,670.74, MICHAELS FENCE & SUPPLY \$33.09; Software/Licenses: Goverlan \$200.00, INFINITE CAMPUS \$610.60, IXL LEARNING \$1,240.00, NWEA Mapping \$4,022.50, OverDrive \$250.00, RENAISSANCE LEARNING, INC. \$1,980.00, SG Consulting \$550.00, Shoutpoint, Inc. \$345.00, SOFTWARE HOUSE INTERNATIONAL, INC. \$1,764.06, SOFTWARE

UNLIMITED \$5,150.00, STONEWARE \$479.00, Sunburst Digital \$375.00; Curriculum: HOUGHTON MIFFLIN \$1,951.89, MCGRAW HILL School Education \$1,529.98, Tangible Play \$1,249.00; Wireless Network: Marco Technologies LLC \$22,445.91; Natural Gas: NORTHWESTERN ENERGY \$13.26; Improvements: PRO-TEC ROOFING & SHEET METAL \$23,627.36
Fund Total: \$148,175.26

SPECIAL EDUCATION FUND

Registration Fees: Discover Card \$420.00, SPED Technology: INCLUSIVE TLC \$109.00 **Fund Total: \$529.00**

FOOD SERVICE FUND

Water Softner Rental: Culligan \$30.00 **Fund Total: \$30.00**
Grand Total: \$195,195.35

ACTION 19 - Motion by Anderson, second by Warne to approve the 2018-19 Wellness Policy. All voted aye, motion carried.

ACTION 20 - Motion by Anderson, second by Nelson to approve the 2018-19 Student Improvement Plan. All voted aye, motion carried.

ACTION 21 - Motion by Anderson, second by Nelson to approve the 2018-19 Cooperative Agreements. All voted aye, motion carried.

ACTION 22 - Motion by Anderson, second by Nelson to surplus a complete dumbbell set, a lat/seat machine, plyo boxes, orange classroom chairs, miscellaneous glassware, and numerous textbooks for disposal. All voted aye, motion carried.

REPORTS:

Supt Casper, Bus. Mgr Curd, and Elementary Principal Felderman gave their monthly reports.

Pursuant to SDCL regarding publication of staff salaries of the Lake Preston School District for the 2017-18 school year as follows: Instructional and Coaching Salaries: Sara Beckler-\$42,393, Dawn Bindert-\$48,210, Lynne Brown-\$49,122, Brock Dufek-\$44,130, Stacey Dufek-\$38,540, Alecia Erstad-\$40,650, Sherry Gullickson \$44,400, Nicole Heier-\$41,495, plus up to 40 summer hours, Jan Hillestad-\$48,210, plus up to 40 summer hours, Amanda Hoover \$45,961, plus up to 80 summer hours, Ashley Keller \$39,591, Tricia McCloud \$43,122, Cathy Nelson-\$43,382, plus up to 40 summer hours, Krista O'Dea-\$46,278, Jenna Odegaard - \$40,640, Debra Olson-\$48,210, David Schmidt-\$48,210, Kelsey Smith \$44,827, Jordan Solberg-\$49,014, Jennifer Stofferahn \$43,329, Joel Warne-\$48,649 and \$81/Pep Band Event; Coaching Only-Tonya Bumann-\$8,009, Concessions Manager: Loretta Malone-\$13.50/hr; Library: Ramona Gunderson-\$12.43/hr Aides: Barb Jones-\$12.75/hr, Shane Waikel-\$14.75/hr; Substitute teachers \$11.25/hr, In-House-\$10/Period; Long term-\$14.50/hr; Administrative Salaries: Tim Casper-\$98,000, Kristi Curd-\$53,465, Dana Felderman-\$66,385, Kristi Odegaard-\$51,462, Klark Thomsen-\$2,199; Transportation Salaries: Shane Waikel-\$14.75/hr; Don Brandner and Klark Thomsen-\$27.30/hour for route and \$12.50/hr Extra-Curricular trips, Bus Washing-\$20/wash; Food Service Salaries: Lisa Cleveland-\$15.50/hr, Mary Smith-\$14.00/hr, Patricia Nelson-\$11.50/hr; Custodial Salaries: Brad J Moe-\$14.90/hr, Patricia Nelson-\$11.50/hr, Mower: \$12/hr; Secretarial: Angela Jensen-\$12.50/hr, Tersia Warne-\$15.60/hr; all other substitutes and starting wage - \$11/hr; Ticket Takers-\$20/event; Drivers Ed. Instructor: Klark Thomsen \$23/hr; Jordan Solberg-\$23/hr, Kids First Instructors-\$14.00/hr.

ACTION 23 - Motion by Warne, second by Nelson to adjourn the meeting at 7:55 PM. All voted aye, motion carried.

Next regular meeting will be held on Monday, August 13, 2018 at 5:30 PM in the Superintendent's Conference Room of the Lake Preston School District.

Kristi Curd
Business Manager

Jerod Olson
President of Board

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