

Minutes of July 13th, 2015

The regular meeting of the Lake Preston Board of Education was held on July 13th, 2015 in the library room at the Lake Preston School. At 5:45 PM President Nelson called the meeting to order. Roll Call was taken with the following members present: Brian Nelson, Jodi Tolzin, Cristy Woodcock, Jerod Olson, Joyce Carlson, and Ryan Sauter; absent: Ryan Hageman.

Also present were the school administrators-Supt. Casper, Tech Coord. Odegaard, and Bus. Mgr. Curd; along with Mikala, representing the newspaper.

ACTION 142 - Motion by Woodcock, second by Tolzin to approve the agenda as presented, with the addition of adopting records and retention policy after wellness policy. All voted aye, motion carried.

2015-16 Budget hearing was held. Business Manager Curd reviewed the preliminary 2015-16 budget. It was noted that the budget was not printed in its entirety in the newspaper due to a publishing error, and that it would be re-printed. It was also mentioned that the published budget includes requesting the \$500,000.00 opt out, but that the school would only receive half during its 2015-16 fiscal year. Time was allocated for public comments, none was heard.

ACTION 143 - Motion by Carlson, second by Sauter to adjourn the budget hearing at 5:53 PM.

Time was allocated for public comments for any other business, none was heard.

ACTION 144 - Motion by Tolzin, second by Carlson to approve the consent items for the 2014-15 fiscal year as follows: June 29th, 2015 Special Meeting minutes as published; June 2015 Financial reports as presented with the summary of cash balances as follows; June Ending AP Bills as presented with listing as follows. All voted aye, motion carried.

STATEMENT OF CASH RECEIPTS, DISBURSEMENTS and CASH BALANCES

Jun-15	General	Cap.Out	Sp.Ed	Pension
Beginning Balance	\$430,897.87	\$1,221,014.48	\$88,894.64	\$52,602.01
REVENUES				
Ad Val Taxes,Gross Receipts	\$105,841.65	\$31,569.25	\$19,107.99	\$3,301.90
County Apport	\$1,163.82			
St.& Fed.Aid	\$82,569.86		\$485.54	
Int.,Adm,Rentals	\$1,470.34			
Expenditures	\$(273,993.23)	\$(74,389.42)	\$(63,974.06)	\$(55,904.00)
Ending Cash Balance	\$347,950.31	\$1,178,194.31	\$44,514.11	\$(0.09)
	Food Serv	Driver Ed	T&A	
Beginning Balance	\$ 5,343.14	\$ 4,462.71	73,887.87	
Revenue				
Sales	\$(804.89)			
Fed/State Reimb	\$9,584.29			
Fees/Fundraisers			\$2,979.86	
Expenditures	\$(18,463.93)	\$(2,796.58)	\$(5,054.15)	
Ending Cash Balance	(4,341.39)	1,666.13	71,813.58	

June 2015 Ending AP Bills

GENERAL FUND

Supplies: Arlington Hardware Hank \$14.24, G & R Controls \$167.95, J&M Café \$43.99, Maynard's \$5.95, Prairie Ag \$467.87, Team Lab Chemical \$4,169.88

Services: Connecting Point \$193.20, Ecolab \$79.50, Wilkinson Law \$1,140.75; Contract

Payables: \$137,465.04; Benefits Payables: \$42,498.75

Fund Total: \$186,247.10

CAPITAL OUTLAY FUND

Fuel: Coles \$125.97, Prairie Ag \$128.22;

Supplies: Connecting Point \$2,242.50, Mark's Plumbing Parts \$444.64

Fund Total \$2,941.33

SPECIAL EDUCATION FUND

Tuition: Advance \$641.10, Lifescape \$3,859.00 Dept. of Human Services, \$7,426.29

Mileage: J Hope \$133.20; Contract Payables: \$17,395.35; Benefits Payables: \$6,206.32

Fund Total: \$35,661.26

Food Service Fund:

Contract Payables: \$6,976.63; Benefits Payables: \$2,339.97

Fund Total: \$9,316.60

Drivers Education Fund

Fuel: Prairie Ag \$157.23 Contract Payables: \$2,634.05; Benefits Payables: \$162.53

Fund Total: \$2,953.81

Grand Total: \$237,120.10

OLD BUSINESS: Supt. Casper updated the board on promoting our school. He had received a quote from a local radio station that would give us a number of 15-30 second time slots over three weeks for \$500.00. This ad will also be located on the school's website that has been updated by Lynne Brown.

ACTION 145 - At 6:10 PM Sauter moved to adjourn the 2014-15 meeting, second by Woodcock. All voted aye, motion carried.

ACTION 146 - Woodcock moved to appoint Supt. Casper as acting chairman during the election of the new Board President, second by Carlson. All voted aye, motion carried.

At this time Business Manager Curd duly presented the Oath of Office to the following board members: Brian Nelson and Jerod Olson, both elected with 3 year terms. Ryan Hageman, who was not present, will be sworn in to his three year elected term at a later time.

ACTION 1 - Supt. Casper then opened the floor for nominations for Board President. Motion by Carlson to nominate Brian Nelson, second by Tolzin. Member Tolzin called to cease nominations and cast a unanimous ballot for Brian Nelson. All voted aye, motion carried.

ACTION 2 - Supt. Casper opened the floor for nominations for Board Vice-President. Motion by Olson to nominate Cristy Woodcock as Vice-President, second by Sauter, and Sauter called to cease all nominations and cast a unanimous ballot for Cristy Woodcock. All voted aye, motion carried.

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

ACTION 3 - Motion by Tolzin, second by Sauter to approve the following authorizations/appointments: Business Manager, Curd as Board Clerk, Board Treasurer, and Investment Officer; First National Bank of Lake Preston, Wells Fargo-Huron, American Bank & Trust-DeSmet, Citizens State Bank-Arlington; all in South Dakota as Official Depositories; Todd Wilkinson of DeSmet as School Attorney; Lake Preston Times as Official Newspaper; Elementary Principal, Lamphere as Director of Title I, Title VI, and Dir. of Special Education; Superintendent Casper as Section 504 Officer, Director of Title IX, Trust & Agency, Food Service; and

Coordinator for NESC and all federally funded programs; also giving the Business Manager Curd authority to sign for all of the above listed programs; Supt. Casper as Truant Officer; and Business Manager Curd as Privacy Official; Superintendent Casper to close school in emergency situations; and in his absence then Roxanne Lamphere and Kristi Curd in respective order; 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 Nelson appointed the following: Joyce Carlson as the NESC Board Representative and Brian Nelson and Cristy Woodcock as alternates with meetings to be held the second Monday of the month; ASBSD voting delegate - Brian Nelson, alternate-Cristy Woodcock; Negotiations Team - Brian Nelson, Cristy Woodcock, and Jodi Tolzin; Capital Outlay Committee - Ryan Sauter, Ryan Hageman, and Jerod Olson; Representative to the Vocational Ag Advisory Board- Jerod Olson; Board Representative to the Lake Preston Equalization Board-Ryan Sauter & Ryan Hageman; Appraisers for the Surplus Property-Leroy Koch, Jerry Brown, and Merrill Zeeck; Legislative Representative-Ryan Hageman; Consolidation Committee- Cristy Woodcock, Joyce Carlson, & Jodi Tolzin; Cooperative Committee-Ryan Hageman, Jerod Olson, and Ryan Sauter; Exit Interview Committee-Jodi Tolzin, Ryan Hageman, and Ryan Sauter.

ACTION 5 - Motion by Tolzin, second by Woodcock to leave the Athletic Season passes at the same price for 2015-16 school year: Adults- \$40 and Students-\$25. All voted aye, motion carried.

ACTION 6 - Motion by Carlson, second by Woodcock to leave the Admission prices the same for 2015-16; which is Students-\$3, Adults-\$5; Doubleheaders-Students-\$4, Adults-\$6. All voted aye, motion carried.

ACTION 7 - Motion by Carlson, second by Tolzin to set the regular month board meetings for the 2nd Monday of each month at 6PM. All voted aye, motion carried.

ACTION 8 - Motion by Woodcock, second by Carlson to set the bonds for Business Manager- \$50,000; Superintendent-\$5,000; and all other personnel-\$1,000. All voted aye, motion carried.

ACTION 9 - Motion by Woodcock, second by Tolzin to receipt all interest from shared investment accounts to the General Fund. All voted aye, motion carried.

Supt. Casper then reviewed with the members the following: Board Responsibilities, Relations, Expectations, and Executive Sessions.

First Reading of the Board Policy Handbook revisions was held; with Supt. Casper reviewing the recommended changes, a copy of which is on file in District's portal.

First Reading of the Elementary and Secondary Student Handbooks was held; with Supt. Casper reviewing the recommended changes, a copy of which is on file on the District's portal.

NEW BUSINESS:

ACTION 10 - Motion by Tolzin, second by Woodcock to approve the following July 2015 bills. All voted aye, motion carried.

GENERAL FUND

Supplies: A-OX Welding \$22.94, BioCorp \$70.80, Channing Bete \$243.75, Discover \$130.50, Free Spirit Publishing \$ 146.31, Gopher Sport \$1,663.14, Interp Store \$155.60, Runnings \$56.46 Dues: ASBSD \$823.21, NHS \$385.00, SASD \$1266.00, SD United Schools \$450.00, SDSTE \$30.00, TIE \$672.00 Publications: Brookings Register \$95.08, Plank Road Publishing \$112.45; Reimbursement: K. Thomsen: \$156.00; Salaries: \$19,626.56 Benefits: \$6897.03

Fund Total \$33,002.83

CAPITAL OUTLAY FUND

Services: Aron's Electric \$466.88; Utilities: CenturyLink \$370.26, City of Lake Preston \$188.22, Cook's Wastepaper \$168.14, Ottertail \$1,005.99; Supplies: Discover \$98.00, Varsity Spirit Fashions \$2,874.07; Licenses: Infinite Campus \$410.10, Software House International \$4,241.04, Software Unlimited \$5,141.68
Fund Total: \$14,964.68

Drivers Education Fund

Car Rental: Brookings AutoMall \$513.45
Fund Total: \$513.45

Grand Total:
\$48,480.96

ACTION 11 - Motion by Sauter, second by Olson to approve the Wellness Policy. All voted aye, motion carried.

ACTION 12 - Motion by Tolzin, second by Olson to adopt the Records and Retention Destruction policy set by the State. All voted aye, motion carried.

Supt Casper gave brief report on the happenings of the All School Reunion; main gym floor to be resurfaced; the buses are getting inspected and should be ready to go by end of July; Consolidated Application for Title programs has been approved; still needing 15 hours food service position, and help with jr high volleyball or basketball and asst boys and girls basketball coaching; School Messenger will be updated in August; enrollment for August is currently 157, with more enrollments probable; In-Service set for August 17th, 18th, and 19th; Open House will be August 18th from 6pm to 8pm, with the first day of school on August 20st.

As pursuant to SDCL regarding publication of salaries of the employees of the Lake Preston School District for the 2015-16 school year as follows: Instructional and Coaching Salaries: Sara Beckler-\$36,675.80, Beau Behrend-\$32,300, Marla Bertsch-\$41,540, Dawn Bindert-\$41,540, Lynne Brown-\$41,540, Alecia Egeberg-\$37,904.89, Dana Felderman-\$35,138.49, Patricia Garry-\$31,155, Jan Hillestad-\$41,540, Amanda Hoover-\$40,622, Michael Ihler-\$33,980, Liz McGuire-\$41,540, Cathy Nelson-\$45,674.54, Debra Olson-\$41,540, David Schmidt-\$41,540, Jordan Solberg-\$37,971.10, Jennifer Sofferahn-\$31,159.20, Michelle Strande-\$37760, Anne Treglia-\$33,560, Krista Van Lint-\$37,163.51, Joel Warne-\$40,280 and \$70/Pep Band Event, Virgil Whetsel-\$34,400; Coaching Only-Tonya Bumann-\$3460, Karla Cleveland-\$3536, Betty McGraw-\$2,187, Concessions Manager: Loretta Malone-\$12.20/hr; Aides: Shane Waikel-\$12.73/hr, Barb Jones-\$11.13/hr; Librarian: Ramona Gunderson-\$11.13/hr. Substitute teachers-\$85/day or \$10.63/hr, In-House-\$10/Period; Administrative Salaries: Tim Casper-\$83,000, Roxanne Lamphere-\$53,975, Kristi Curd-\$45,000, Kristi Odegaard-\$43,245, Klark Thomsen-\$3,772; Transportation Salaries: Shane Waikel-\$12.73/hr; Don Brandner and Klark Thomsen-\$26/per route and \$12.50/Extra-Curricular trips, Bus Washing-\$15, substitute drivers receive the same rate of pay; Food Service Salaries: Lisa Cleveland-\$14.20/hr, Mary Smith-\$12.70/hr, substitutes-\$10.625/hr; Maintenance/Custodial Salaries: Joel Gerleman-\$15.75/hr, Brad J Moe-\$13.60/hr; Patty Garry-\$11.13/hr; Secretarial: Michelle Longville-\$14.25/hr, Tersia Warne-\$14.25/hr; all other substitutes - \$10.63/hr; student workers-\$7.25/hr.; Ticket Takers-\$15/event; Drivers Ed.Instructor: Klark Thomsen-\$18.95/hr; Certified KidsFirst Instructors-\$14/hr.

ACTION 13 - Pursuant to SDCL 1-25-2 (1) at 7:10pm Member Woodcock moved to go into executive session for purpose of discussing personnel, second by Carlson. All voted aye, motion carried.

Pres. Nelson declared out of executive session at 7:25 PM.

ACTION 14 - Motion by Olson, second by Sauter to adjourn the meeting at 7:26PM. All voted aye, motion carried.

Next meeting will be **Monday, August 10th** at 6pm, in the Lake Preston School District, Library Room.

Kristi Curd
Business Manager

Brian Nelson
President of Board

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