

School Board Proceedings
Dell Rapids School District 49-3
April 8, 2019

The Dell Rapids School District Board of Education met Monday, April 8, 2019 at 7:00 p.m. in the middle school/high school library with the following members present: Jacque LeBrun, Troy Randall, Jody Schumaker, Jeff Traill, and Matt Weiland. Absent: none.

Administration and other persons present: Summer Schultz, Superintendent; Barbara Littel, Business Manager; Mindy Lafontaine; Kari Hettinger; Jayda Knuppe; Michelle Knuppe.

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

19-092 Motion by Schumaker, seconded by Traill, to approve the **minutes** of the March 11, 2019 school board meeting. Voting aye: LeBrun, Randall, Schumaker, Traill, and Weiland. Motion carried.

There were no audience comments.

19-093 Motion by Randall, seconded by Traill, to approve the **agenda** with the addition of 9.L. – Choir Trip and the addition of an executive session prior to the Consent Agenda. Voting aye: LeBrun, Randall, Schumaker, Traill, and Weiland. Motion carried.

There were no conflict of interest disclosures.

Jayda Knuppe, Eddie Price, and Jay Holm were recognized and congratulated on being selected for Character on Track.

19-094 Motion by Randall, seconded by LeBrun, to go into **executive session** pursuant to 1-25-2(1) at 7:05 p.m. Voting aye: LeBrun, Randall, Schumaker, Traill, and Weiland. Motion carried.

President Weiland declared the board out of executive session at 7:15 p.m.

19-095 Motion by Traill, seconded by LeBrun, to approve the **consent agenda**. Voting aye: LeBrun, Randall, Schumaker, Traill, and Weiland. Motion carried.

A. Payment of April Claims.

General Fund: A-1 Septic, purchased services – 195.00; Academic Hallmarks, supplies – 67.00; Ace Hardware, supplies – 867.63; Allied Oil, supplies – 1637.00; Amazon.com, supplies – 2023.39; Dan Anderson, DOT physical reimbursement – 150.00; Argus Leader, publications – 368.33; Blick Art Materials, supplies – 389.83; BMO Mastercard (Samuel French, musical supplies – 500.00; Walmart, supplies – 330.55; Theatre World, supplies – 46.68); BX Civil & Construction, purchased services – 1376.25; Carroll Institute, purchased services – 515.00; City of Dell Rapids, water/sewer fee – 933.07; County Fair, supplies – 204.10; Cubby's, fuel – 664.13; Dillon Dahl, supply reimbursement – 30.53; Dakota Auto Parts, repair parts – 479.20; Darwin Daugaard, postage reimbursement – 27.35; DR Lumber, supplies – 450.63; Dells Farm & Tire, purchased services – 20.00; DR Agency Fund, reimburse for state basketball meals – 800.00; Jill Dvorak, mileage – 11.76; Elite Business Systems, copiers – 833.33; Flandreau School, entry fees – 40.00; Florence High School, entry fees – 30.00; Garbage N More, garbage removal – 1140.00; Golden West, telephone service – 846.89; Green Eggs & Ram, supplies – 900.23; Hartford Steam Boiler, certification – 160.00; High Plains Technology,

purchased services – 433.90; Hillyard, supplies – 727.72; Hobby Lobby, supplies – 63.34; IState Truck Center, repair parts – 305.31; Johnson Controls, purchased services – 1339.11; Josten’s, supplies – 444.08; KMWF, audit – 2000.00; Lakeshore Learning, supplies – 49.99; Library Store, supplies – 65.11; Madison Community Center, purchased services – 30.00; Madison High School, entry fees – 343.42; MailFinance, postage meter – 474.18; Jennifer Mason, credit reimbursement – 45.00; Matheson Tri-Gas, supplies – 87.58; McLeod’s, supplies – 17.26; MidAmerican Energy, utilities – 6517.38; Midwest Alarm, monitoring – 57.62; Jesse Miller, purchased services – 200.00; NAPA, supplies – 312.94; Network Services/Heartland Paper, supplies – 226.12; North Central Bus Sales, repair parts – 798.78; North Central International, repair parts – 711.23; Pfeifer Implement, repair parts – 64.77; Pizza Ranch, supplies – 75.00; Popplers Music, supplies – 57.48; PLEC, purchased services – 71.20; Ramkota, conference lodging – 300.00; Jeff Reed, purchased services – 375.00; Region II Music, entry fees – 150.00; Roto-Rooter, purchased services – 730.00; Sanford Health Occupational Medicine, DOT testing – 68.00; Jann Saxon, mileage – 31.92; Laura Schenk, purchased services – 200.00; School Specialty, supplies – 91.37; SDHSAA, participation fees – 1020.00; Staples Business Advantage, supplies – 81.65; Swier Law Firm, purchased services – 135.00; Unloaded Still/Sure Test, DOT testing – 204.00; Voyager Fleet, fuel – 3954.49; Waterford Institute, registration – 1100.00; Wheelco, repair parts – 530.09; Xcel Energy, utilities – 26998.66. TOTAL GENERAL FUND CLAIMS – \$67,526.58.

Capital Outlay Fund: Amazon.com, equipment – 257.93; Apple, Inc., equipment – 598.00; Automatic Door Group, door – 2350.00; BMO Mastercard, Wondershare license – 49.99; Brodart, books – 52.58; Elite Business Systems, copiers – 863.60; High Plains Technology, equipment/software – 1494.00. TOTAL CAPITAL OUTLAY FUND CLAIMS – \$5,666.10.

Special Education Fund: Ace Hardware, supplies – 45.13; County Fair, supplies – 135.64; Cubby’s, fuel – 1236.81; Dells Farm & Tire, purchased services – 20.00; Goodcare, purchased services – 9913.59; Lifescape, purchased services – 11268.50; Mac’s, supplies – 172.54; NAPA, bus maintenance supplies – 433.37; PLEC, purchased services – 4617.44; SD Dept. of Human Services, Lifescape services – 6409.45; Tractor Supply, repair parts – 94.99. TOTAL SPECIAL EDUCATION FUND CLAIMS – \$34,347.46.

Food Service Fund: Debra Briggs, refund – 5.00; Chill Refrigeration, purchased services – 178.50; Marv Hoff, refund – 9.50; Lunchtime Solutions, purchased services – 54603.03. TOTAL FOOD SERVICE FUND CLAIMS - \$54,796.03.

Enterprise Fund: BMO Mastercard (Sam’s Club, Haven supplies – 350.92; Sally Beauty, Haven supplies – 14.13; Walmart, Haven supplies – 146.70; Two Way Radio Gear, Haven supplies – 337.90); County Fair, Haven supplies – 62.16; River Community Church, Haven rent – 1500.00; Staples Business Advantage, Haven supplies – 181.77; Thornton Carpets, Haven flooring – 4500.00; Verizon, Haven cell phones – 73.41. TOTAL ENTERPRISE FUND CLAIMS - \$7,166.99.

Payroll: Elementary – 110281.14; Middle School – 89109.76; High School – 86725.89; LEP – 1597.30; Title I – 9505.41; Guidance – 14792.48; Health – 4659.90; Professional Development – 47.38; Library – 5206.95; Technology – 17061.73; BOE – 2745.10; General Administration – 14161.05; School Administration – 32785.89; Business Office – 9408.82; Maintenance – 27097.82; Transportation – 14898.25; Cocurricular Activities – 17949.48; Special Education – 92636.81; Before/After School

Enterprise Fund – 10470.31; ACT Prep Enterprise Fund – 1704.76. TOTAL PAYROLL EXPENSE– \$562,846.23.

B. March 2019 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, 3/1/19	\$1,023,473.33	\$2,920,929.36	\$52,109.17	\$47,055.33	\$2,773,052.84	\$188,919.49	\$100,594.30	\$127,725.07
Receipts:								
Taxes	\$55,293.45	\$50,599.74	\$28,126.40		\$19,632.23			
Tuition & Fees	180.00							
Interest	65.92	413.73	1.30	\$3.98	234.29	\$25.19	\$13.66	\$11.25
Food Service Sales						42,036.49		
Pupil Activities	621.00							19,959.55
OST Programs							11,064.50	
Donations/Contributions	1,038.21	2,000.00					8,500.00	
Rentals	840.00							
Charges for Services			2,531.86				1,925.00	
Other Local Sources	160.00							
County Sources	2,898.40							
State Grants	412,469.72		10,012.00				688.14	
Federal Grants	15,050.00		30,973.00			10,514.95		
Total Receipts	\$488,616.70	\$53,013.47	\$71,644.56	\$3.98	\$19,866.52	\$52,576.63	\$22,191.30	\$19,970.80
Total Disbursements	-\$510,363.03	-\$113,138.92	-\$116,641.21	-\$0.00	-\$0.00	-\$43,367.59	-\$13,882.53	-\$16,277.39
Cash Balance, 3/31/19	\$1,001,727.00	\$2,860,803.91	\$7,112.52	\$47,059.31	\$2,792,919.36	\$198,128.53	\$108,903.07	\$131,418.48

C. Authorizations and Ratifications.

1. **Surplus** – declare a JDP-17FSE drilling press with an appraised value of \$15.00 as surplus, for sale.
2. **Student Report** – approve open enrollment application #20-08.
3. **Personnel Report:**
 - a. Retirement – Crystal Baily, para – effective at the end of the FY2019 school year.
 - b. Retirement – Nancy Jorgensen, para – effective May 17, 2019.
 - c. Resignations – Kate Telkamp, Kayla Siemonsma, and Peggy Hancock – effective at the end of the FY2019 school year.
 - d. Status Change – Taylor Delker, from SLPA to Haven activities coordinator – \$15.50/hour.

The board discussed state requirements for student contact hours and the number of snow days taken to date.

19-096 Motion by Traill, seconded by Schumaker, to **amend the 2018-2019 school calendar** to have May 24th as the last instructional day for students and to require six contract make-up days for certified staff (through May 31st). Voting aye: LeBrun, Randall, Schumaker, Traill, and Weiland. Motion carried.

Contracted staff have the option to make up three of the six required days on March 8, March 15, and April 22, and to work two 2019-2020 activity events in-lieu-of two make-up days.

19-097 Motion by Randall, seconded by Schumaker, to **amend the 2019-2020 school calendar** to allow the first snow day to be forgiven and to have built in make-up days on February 17, March 19,

and April 13, 2020, contingent upon at least one week's notice. Voting aye: LeBrun, Randall, Schumaker, Traill, and Weiland. Motion carried.

19-098 Motion by Traill, seconded by Schumaker, to approve the amended cooperative agreement with Garretson for girls' **soccer**. Voting aye: LeBrun, Randall, Schumaker, Traill, and Weiland. Motion carried.

19-099 Motion by Weiland, seconded by Randall, to not renew the **contract** of Deb Henriksen for the 2019-2020 school year and give notice to her of the Board decision. Voting aye: LeBrun, Randall, Schumaker, Traill, and Weiland. Motion carried.

19-100 Motion by Weiland, seconded by Traill, to approve renewal of the **Food Service Management Company contract** with Lunchtime Solutions, Inc. for 2019-2020. Voting aye: LeBrun, Randall, Schumaker, Traill, and Weiland. Motion carried.

19-101 Motion by Randall, seconded by Schumaker, to approve the **FY2018 audit report** from KMWF. Voting aye: LeBrun, Randall, Schumaker, Traill, and Weiland. Motion carried.

19-102 Motion by Schumaker, seconded by Randall, to approve school-sponsored **summer camp fees and stipends**: boys' acceleration - \$225.00 single/\$375.00 siblings; girls' acceleration - \$170.00; youth volleyball camp - \$60.00; boys and girls youth basketball workouts - \$100.00; student worker stipends - \$10.00/hour; adult worker stipends - division of net proceeds. Voting aye: LeBrun, Randall, Schumaker, Traill, and Weiland. Motion carried.

19-103 Motion by LeBrun, seconded by Weiland, to approve the 2019-2020 ASBSD Protective Trust **health insurance renewal** and premium rates for a \$2500 single deductible plan, a \$3500 single deductible plan, and a \$5000 single deductible HSA-qualified plan. Voting aye: LeBrun, Randall, Schumaker, Traill, and Weiland. Motion carried.

19-104 Motion by Traill, seconded by Weiland, to approve the 2019-2020 ASBSD Protective Trust **workers compensation insurance renewal**, participation agreement, and premium rates. Voting aye: LeBrun, Randall, Schumaker, Traill, and Weiland. Motion carried.

19-105 Motion by Traill, seconded by Schumaker, to keep the fee for **summer drivers' education** at \$160.00 for district students and \$200.00 for out-of-district students, and to pay the drivers' education instructors \$20.00 per hour for instructional time up to 35 hours and \$90.00 per student for driving time. Preference will be given to Dell Rapids students. Voting aye: LeBrun, Randall, Schumaker, Traill, and Weiland. Motion carried.

Business manager Littel reported that three 77 passenger bus bids were received and opened per specifications:

		<u>Bid</u>	<u>Bid Alternate #1</u> <u>w/rear air ride suspension</u>
Harlow's Bus Sales	IC CE	\$93,436.46	\$93,886.56
North Central Bus Sales	Blue Bird	\$94,526.00	\$95,236.00
IState Truck Center	Thomas	\$94,650.00	\$95,050.00

19-106 Motion by Traill, seconded by Randall, to accept the low bid of \$93,886.56 from Harlow's Bus Sales for a 77 passenger **school bus** with rear air ride suspension. Voting aye: LeBrun, Randall, Schumaker, Traill, and Weiland. Motion carried.

Superintendent Schultz reported that seven senior choir students would be taking a field trip to Minneapolis with Mr. Michalscheck at the end of May.

19-107 Motion by LeBrun, seconded by Traill, to approve the first reading of **policy DJFA** – Food Service Code of Conduct. Voting aye: LeBrun, Randall, Schumaker, Traill, and Weiland. Motion carried.

Superintendent Schultz reported on an enhanced welding program grant, dual credit opportunities with Southeast Tech, and the Carnegie leadership conference.

The next regular board meeting is May 13, 2019 at 7:00 p.m.

19-108 Motion by Traill, seconded by Schumaker, to go into **executive session** at 8:40 p.m. in accordance with SDCL 1-25-2(1) and SDCL 1-25-2(4). Voting aye: LeBrun, Randall, Schumaker, Traill, and Weiland. Motion carried.

President Weiland declared the board out of executive session at 10:05 p.m.

19-109 Motion by Schumaker, seconded by Traill, to adjourn the meeting at 10:05 p.m. Voting aye: LeBrun, Randall, Schumaker, Traill, and Weiland. Motion carried.

Matt Weiland, President

Barbara Littel, Business Manager

(unofficial until approved by the Board of Education)