ELKTON SCHOOL DISTRICT #5-3

**MINUTES OF THE BOARD OF EDUCATION**

**REGULAR MEETING**

## November 14, 2016

**BOARD MEMBERS**: Landsman, Frerichs, Schuurman, and Kampmann. Bauer was absent

OFFICERS PRESENT: Supt. Jandahl, Principal Neill, and Bus. Mgr Bruns

Also present: N Spiering & N. Lynn representing the paper, staff members – T Farnham & A Weight, visitor - Scott Beekman & Aaron Coe

The meeting was called to order by Chairman Landsman at 7:00 pm.

ITEM 17.11.3005

There was a motion by Frerichs, second by Kampmannto approve the agenda as published with the addition of resignation. All voted aye, motion carried.

ITEM 17.11.3006 CONSENT ITEMS Motion by Schuurman, second by Frerichs to approve the following consent items, all voted aye, motion carried:

a. The minutes of the October 10th, 2016 regular meeting

b. The financial reports as presented for October

c. Accept Payment of bills for October

d. Approve diesel & fuel oilquotes: 10/07/2016 clear diesel – CHS – 209.9, Anderson Oil – 213.3, Martin Oil – 208.8

10/26/2016 fuel oil – CHS – 203.9, Anderson Oil – 183.1, Martin Oil – 172.8

11/01/2016 clear diesel – CHS – 196. Anderson Oil – 203, Martin Oil – 198.9

e. Approve resignation of Ervin Gebhart who has been with the school for 26 years. His letter was read & he was thanked for all the years of being a teacher & coach.

***GENERAL FUND***: Beginning Balance: 300,540.00, Revenue: Local – 16,308.83, County – 2,305.99, State – 22,302.00, Federal – 0.00, Expenditures: 240,161.37, Ending Balance: 101,295.45.

***CAPITAL OUTLAY***: Beginning Balance: 262,100.21, Revenue: Local – 7,135.46, County – 0.00, State – 0.00, Federal – 0.00, Expenditures: 6,023.71, Ending Balance: 263,211.96

***SPECIAL EDUCATION***: Beginning Balance: 42,108.43, Revenue: Local – 3,440.49, County – 0.00, State – 0.00, Federal – 0.00, Expenditures: 47,099.75, Ending Balance: -1,550.83.

***PENSION:*** Beginning Balance: 110,300.83, Revenue: Local – 713.55, County – 0.00, State – 0.00, Federal – 0.00, Expenditures: 0.00, Ending Balance: 111,014.38.

***BOND FUND***: Beginning Balance: 64,131.33, Revenue: Local – 0.00, County – 0.00, State – 0.00, Federal – 0.00, Expenditures: 0.00, Ending Balance: 64,131.33.

***FOOD SERVICE:*** Beginning Balance: 16,239.99, Revenue: Local – 10,891.30, County – 0.00, State – 0.00, Federal – 10,875.35, Expenditures: 17,320.97, Ending Balance: 20,668.37.

**DRIVER EDUCATION:** Beginning Balance: 1,091.53, Revenue: Local – 0.00, Expenditures: 0.00, Ending Balance: 1,091.53.

***TRUST & AGENCY FD:*** Beginning Balance: 83,345.36, Revenue: 28,776.35, Expenditures: 12,145.50, Ending Balance: 99,976.21.

c. The payment of the following submitted bills:

**GENERAL FUND**

A&B BUSINESS EQUIPMENT, COPIER MAINT, 127.35, A-OX WELDING SUPPLY, INC, WELDING SUPPLIES, 54.55, ASBSD, REGION MEETING, 20.00, CENTRAL BUSINESS SUPPLY INC., CARTRIDGE, 79.99, CHS, RADIATOR FLUSH, SILICONE, 126.00, CITY OF ELKTON, LIBRARY CONF, WATER & SEWER, 600.16, CONNELLY WATER CONDITIONING, SOFTNER RENTAL, 30.00, COOKS WASTE PAPER , GARBAGE SERVICE, 396.34, ELKTON LUMBER, SCREWS & ROLLER SET, 33.60, ELKTON PLUMBING, PLUMBING REPAIRS, 391.77, ELKTON SCHOOL, ANNETTE STEIN , POSTAGE REIMB, 21.92, ELKTON-IMPREST FUND, REIMBURSEMENT, 2,192.49, FARGEN, VICKIE , MAT & FLIP CRAYONS, 53.16, FARNHAM, TAL, TRIPODS, 104.37, GRAHAM TIRE CO. INC., BUS TIRES, 686.26, GRAYBAR, LIGHTS & BALLAST, 226.50, HILLYARD, CUSTODIAL SUPPLIES, 530.83, ITC TELECOM, INTERNET & PHONE SERVICE, 295.73, JW PEPPER & SON INC, CHOIR MUSIC, 22.00, LOWE'S, SANDING BELT & FASTENERS, 39.63, MARC, CUSTODIAL SUPPLIES, 241.68, MARTIN'S INC, FUEL OIL & DIESEL, 4,500.43, MENARDS - SIOUX FALLS - WEST, SHOP SUPPLIES, 194.88, MENARDS-WATERTOWN, DARK WALNUT STAIN, 16.76, MICROTEL INN, ALL STATE TRAVEL, 240.00, MIDWEST INSULATION, INC., INSULATE ROOF DRAINS, 795.92, NORTHEAST ED SERVICES COOP, THERAPY SERVICES, 84.66, OTTER TAIL POWER CO, ELECTRICITY, 4,741.27, POPPLERS MUSIC, REPAIRS & MUSIC, 582.32, SD UNEMPLOYMENT INSURANCE, UNEMPLOYMENT INSURANCE, 177.03, SHEEHAN STRATEGIC SOLUTIONS, LLC, SAVE YOURSELF PROGRAM, 3,200.00, SKYVIEW JUNCTION, GAS, 690.27, STEVE'S TIRE & SERVICE, INC., OIL CHANGES, 1,276.89, SUDTELGTE, SUSAN, MEALS ALL STATE, 9.86, VISA, TOOLS, SCREEN & FOOD, 564.80, WALMART COMMUNITY, BATTERIES & GROCERIES, 74.76, WEIGHT, AMY, MEALS ALL STATE ORCHESTRA, 35.42, **Fund Total: 23,459.60.**

**CAPITAL OUTLAY**

BORCH'S SPORTING GOODS INC., BBB UNIFORMS & FB PANTS, 2,969.25, CENTURY BUSINESS PRODUCTS, COPIERS & PRINTERS, 826.60, FOLLETT SCHOOL SOLUTIONS INC, SOFTWARE RENEWAL, 1,000.00, HAUFF MID-AMERICA SPORTS, TACKLING WHEEL, 670.00, RIDDELL/ALL AMERICAN, FB JERSEY, 117.59, VISA, ENGLISH BOOK, 17.90, WELLS FARGO VENDOR FIN SERV, COPIER & PRINTER LEASE, 336.50, **Fund Total: 5,937.84.**

**SPECIAL EDUCATION**

ADVANCE, OCTOBER SERVICES, 2,292.50, BATA BUS, STUDENT TRAVEL, 540.00, BUKOWSKI, TERI, PARENT MILEAGE, 638.40, DAKOTALINK ACCESS CENTER, CONSULTANT, 1,440.75, ITC TELECOM, INTERNET & PHONE SERVICE, 26.35, NORTHEAST ED SERVICES COOP, CENTER BASE TUITION, 13,942.27, SD UNEMPLOYMENT INSURANCE, UNEMPLOYMENT INSURANCE, 19.71, VISA, LEARNING ALLY, & BOOKS, 1,245.15, **Fund Total: 20,145.13.**

**FOOD SERVICE**

CITY OF ELKTON, LIBRARY CONF, WATER & SEWER, 138.78, DEAN FOODS NORTH CENTRAL, INC., MILK, 1,352.05, EARTHGRAINS/BIMBO BAKERIES, BREAD, 521.00, REINHART FOOD SERVICE, SCHOOL LUNCH, 1,259.59, VARIETY FOODS, SCHOOL LUNCH, 3,669.81, **Fund Total: 6,941.23.**

**OCTOBER 2016 PAYROLL REPORT:**

**GENERAL FUND:** 203,594.10, OF WHICH INSTRUCTIONAL, 134,470.06; SUPPORT SERVICES, 59,725.44; CO-CURRICULAR, 9,398.60; SPECIAL EDUCATION, 31,966.66; FOOD SERVICE, 8,150.68; DRIVER ED, 0.00, **TOTAL PAYROLL: 243,711.44**

**IMPREST 10.2016**

DAHL MIKE, FB OFFICIAL DESMET, 100.00, DIVISION OF CRIMINAL, BACKGROUND CK, 43.25, FARGEN JULIA, DVC ORAL INTERP JUDGE, 73.48, JORGENSON JEFF, FB OFFICIAL DESMET, 100.00, KUEHL DYLAN, SCORECLOCK, 50.00, RUNIA DAN, FB OFFICIAL DESMET, 100.00, SCHMIG PAUL, FB OFFICIAL DESMET, 136.12, VAN HEERDE STEVEN, FB OFFICIAL DESMET, 100.00, EDJM FESTIVAL, MUSIC FESTIVAL REGISTRATION, 42.00, BESTE DAVE, VB OFFICIAL, 93.40, HARRISBURG HIGH, ORAL INTERP, 148.00, JOHNSTON KYLE, FB OFFICIAL, 100.00, KIRCHNER JOHN, FB OFFICIAL, 100.00, MACK SCOTT, VB OFFICIAL, 85.00, NELSON CHAD, FB OFFICIAL, 133.60, PARKER VOLLEYBALL, VB TOURNEY FEE, 65.00, PLIMPTON KOBY, FB OFFICIAL, 100.00, POPPENGA GREG, FB OFFICIAL, 100.00, BROOKINGS HIGH SCHOOL, ORAL INTERP FEES, 62.00, DAKOTA STATE UNIVERSITY, ORAL INTERP FEES, 95.00, DIVISION OF CRIMINAL, FINGERPRINTING, 43.25, ELABO, DUES FOR 2017, 60.00, FISH DAVID, JV FB VS FIS, 20.00, PSAT/NMSQT, TESTS, 75.00, SCHINDLER TYLER, REIMBURSE FINGERPRINTS, 10.00, WEIGHT AMY, ALL STATE CHORUS & ORCHESTRA, 100.00, ARLINGTON SCHOOL, ORAL INTERP FEES, 37.50, PERSONALIZE IT!, 25 YEAR SHIRT, 16.29, BANKSTAR FINANCIAL, SERVICE CHG, 3.60, **IMPREST Total: 2,192.49.**

NEW BUSINESS

**ITEM 17.11.3007**

There was a motion by Kampmann second by Schuurman to approve the staff policies. All voted aye, motion carried.

There were no disclosures to report.

**ITEM 17.11.3008**

There was a motion by Schuurman second by Frerichs to approve the automated fuel delivery program presented by CHS on a trial basis to be revisited in May. All voted aye, motion carried.

The first reading of the fiscal policies were presented. There will only be slight changes to those policies based on how we do business. Some parts would only be applicable to larger schools.

**ITEM 17.11.3009**

There was a motion by Schuurman second by Kampmann to authorize administration to send out parent letters informing them of the new procedure from lock down to lock out based on SAVE Yourself. All voted aye, motion carried.

**ITEM 17.11.3010**

There was a motion by Frerichs second by Kampmann to authorize the administration to apply for a clean diesel grant and use bus 5 as the one that will be replaced. All voted aye, motion carried.

**ITEM 17.11.3011**

There was a motion by Frerichs second by Schuurman to accept the standard bid from Guarantee Roofing for the 2 sections for $87,372.00. All voted aye, motion carried.

PUBLIC COMMENTS

There were no public comments.

**REPORTS**

Mr. Schuurman reported more discussions on disclosure. They discussed Cor Management & Title II Math grant. They also needed to surplus vehicles.

Jennifer Kampmann said that the library board meets this week.

Ms Bruns informed the board that the kitchen had an inspection recently and rated a 99%. The only problem they had was the milk delivery. Since it is delivered so early in the morning no one was available to temp the milk before it was put in the cooler. Great job to all the lunch ladies!! The minimum wage is going to $8.65 January 1, 2017.

Mr. Jandahl had nothing to add for the board.

Mrs. Neill let the board know that at in services this month they have been discussing the effects of 0 on grading scale. The JH BB started tonight. Congratulations to Dan Junker who made it to state in December for Oral Interp. Sheltered Reality which is a student drum line that uses music and education as a means to reach out to audiences to motivate them to advocate for those in need, as well teaching personal empowerment and character development. ASVAB testing is complete. Teacher evaluations are in progress. This is American Education Week. Thanks to our teachers for all they do. Discussion was then held about the policy of wearing shorts during the November to February timeframe. We will visit that next month.

**ITEM 17.11.3012**

There being no further business before the board, Schuurman moved to adjourn the meeting at 8:24pm, seconded by Kampmann. All voted aye, motion carried.

**The next regular meeting is scheduled for Monday, December 12th, 2016 @ 7:00pm.**

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Chairman Landsman Business Manager Bruns

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