ELKTON SCHOOL DISTRICT #5-3

**MINUTES OF THE BOARD OF EDUCATION**

**REGULAR MEETING**

## December 12, 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 – J Gunderson & T Farnham

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

ITEM 17.12.3013

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

ITEM 17.12.3014 CONSENT ITEMS Motion by Frerichs, second by Schuurman to approve the following consent items, all voted aye, motion carried:

a. The minutes of the November 14th, 2016 regular meeting

b. The financial reports as presented for November

c. Accept Payment of bills for November

d. Approve the resignation due to health reasons for Tammy Busselman. We thank Tammy for her 20+ years with the Elkton School District.

e. Approve two contracts, Nicole Bye for the second half of the contract. Her second half contract was $17,903.98. We also have a contract for Mary Lynn as a Teacher Aide for $10.50 per hour.

***GENERAL FUND***: Beginning Balance: 101,295.45, Revenue: Local – 280,437.80, County – 2,544.18, State – 65,295.00, Federal – 0.00, Expenditures: 279,005.13, Ending Balance: 170,567.30.

 ***CAPITAL OUTLAY***: Beginning Balance: 263,211.96, Revenue: Local – 285,501.86, County – 0.00, State – 0.00, Federal – 0.00, Expenditures: 39,110.21, Ending Balance: 509,603.61

***SPECIAL EDUCATION***: Beginning Balance: -1,550.83, Revenue: Local – 136,020.21, County – 0.00, State – 0.00, Federal – 0.00, Expenditures: 35,671.44, Ending Balance: 98,797.94.

***PENSION:*** Beginning Balance: 111,014.38, Revenue: Local – 28,550.20, County – 0.00, State – 0.00, Federal – 0.00, Expenditures: 0.00, Ending Balance: 139,564.58.

***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: 20,668.37, Revenue: Local – 9,961.35, County – 0.00, State – 0.00, Federal – 11,234.89, Expenditures: 15,393.37, Ending Balance: 26,399.94.

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

***TRUST & AGENCY FD:*** Beginning Balance: 99,976.21, Revenue: 21,511.18, Expenditures: 13,501.51, Ending Balance: 107,985.88.

c. The payment of the following submitted bills:

**GENERAL FUND**

A&B BUSINESS EQUIPMENT, PRINTER MAINT, 72.73, A-OX WELDING SUPPLY, INC, WELDING SUPPLIES, 56.17, BANKSTAR INSURANCE SERVICES, LIABILITY & WORK COMP, 50,965.00, BROOKINGS ENGRAVING, AWARD PLAQUES, 284.00, CHS, DIESEL, BROOM & GLUE BOARDS, 1,818.95, CHURCHILL, MANOLIS, FREEMAN, KLUDT, LEGAL SERVICES, 422.71, CITY OF ELKTON, WATER & SEWER, 318.29, CONNELLY WATER CONDITIONING, SOFTENER RENTAL, 30.00, COOKS WASTE PAPER & RECYCLING, GARBAGE SERVICE, 196.92, ELKTON ELECTRIC, ELECTRIC REPAIRS, 733.94, ELKTON LOCKER, MEAT & CHEESE TRAY, 50.00, ELKTON LUMBER, TUBE OF SILICONE, 5.39, ELKTON PLUMBING, SNOW REMOVAL, REPAIRS & LABOR, 619.02, ELKTON SCHOOL, ANNETTE STEIN, POSTAGE REIMB, 25.56, ELKTON-IMPREST FUND, REPLENISH TRUST & AGENCY, 1,983.95, FARNHAM, TAL, FRAMES, CASES & WET/DRY VAC, 149.85, GRAYBAR, LIGHTS, 223.20, IMAGINE LEARNING, K-12 ELL LICENSE, 750.00, ITC TELECOM, INTERNET & PHONE, 330.74, JANDAHL, BRIAN, GAS CHAMBERLAIN MEETING, 36.00, JW PEPPER & SON INC, MUSIC, 12.50, LOWE'S, BROOM, 11.36, NORTHEAST ED SERVICES COOP, THERAPY SERVICES, 84.66, OHM'S, FRIDGE FAN MOTOR , 164.65, OTTER TAIL POWER CO, ELECTRICITY, 5,589.54, POPPLERS MUSIC, REPAIRS & MUSIC, 432.70, RFD NEWSPAPERS, INC., LEGALS & AD, 159.58, ROBBINS, DAN , RIVETS, 9.78, RUNNINGS FARM & FLEET, POWER SNOW BRUSH & SUPPLIES, 18.86, SCHMITT MUSIC CENTERS, EUPHONIUM SLIDE/VALVE, 40.00, SKYVIEW JUNCTION, GAS, 385.82, STEVE'S TIRE & SERVICE, INC., TURBO KIT & TIRE REPAIR, 3,303.87, VISA, ELL CLASS, FOOD & TRAVEL, 6,138.35, WALMART COMMUNITY, CRACKERS, 7.68,

**Fund Total: 75,431.77.**

**CAPITAL OUTLAY**

CENTURY BUSINESS PRODUCTS, PRINTERS & COPIERS, 687.44, FIRST NATIONAL BANK IN, INTEREST, 35,285.72, RUNNINGS FARM & FLEET, POWER SNOW BRUSH & SUPPLIES, 2,799.92, VISA, LIBRARY CREDIT & BOOK, 0.63, WELLS FARGO VENDOR FIN SERV, PRINTER & COPIER, 336.50, **Fund Total: 39,110.21.**

**SPECIAL EDUCATION**

ADVANCE, NOVEMBER SERVICES, 2,038.75, CAREER ADVANTAGE, OCT SERVICES, 351.27, ITC TELECOM, INTERNET & PHONE, 30.24, NORTHEAST ED SERVICES COOP, THERAPY SERVICES, 7,085.40, **Fund Total: 9,505.66.**

**FOOD SERVICE**

CITY OF ELKTON, WATER & SEWER, 119.50, DEAN FOODS NORTH CENTRAL, INC., MILK, 1,015.38, EARTHGRAINS/BIMBO BAKERIES, BREAD, 314.60, REINHART FOOD SERVICE, SCHOOL LUNCH , 1,680.50, VARIETY FOODS, SCHOOL LUNCH, 1,471.46, **Fund Total: 4,601.44.**

**NOVEMBER 2016 PAYROLL REPORT:**

**GENERAL FUND:** 206,173.91, OF WHICH INSTRUCTIONAL, 130,347.87; SUPPORT SERVICES, 61,863.72; CO-CURRICULAR, 13,962.32; SPECIAL EDUCATION, 31,095.23; FOOD SERVICE, 8,110.43; DRIVER ED, 0.00, **TOTAL PAYROLL: 245,379.57**

**IMPREST 11.2016**

ARLINGTON SCHOOL, ORAL INTERP, 109.68, BEBENSEE SHELBY, CLOCK, 80.00, FURNEY MILLIE, OI JUDGE, 55.00, HOWARD SCHOOL, REGION 2B XC, 61.26, NEILL JOHN, OFFICIAL FB JH/JV, 45.00, PEARSON ETHAN, OFFICIAL FB JH/JV, 35.00, PUNT ASHLYN, OI JUDGE, 152.16, DIVISION OF CRIMINAL, BACKGROUND CK, 43.25, BENNETT STEVE, CLOCK, 40.00, DERUYTER COLE, VB BOOK VARSITY, 265.00, ELKTON SCHOOL, VB DUTIES JH MATCHES, 300.00, KUEHL BROOKE, REF & BOOK VB, 45.00, KUEHL MELANIE, LINE JUDGE 19 GAMES, 95.00, KUEHL SHAUNA, OFFICIAL BOOK, 295.00, PEARSON ETHAN, CLOCK FOR VB GAMES, 150.00, FAULKTON SCHOOL, REGION ORAL INTERP, 64.00, COLMAN EGAN, XC FEES, 40.00, EAST CENTRAL HONOR, HONOR BAND REG, 100.00, BANKSTAR FINANCIAL, SERVICE CHG, 8.60, **IMPREST,** 1,983.95.

OLD BUSINESS

ITEM 17.12.3015

There was a motion from Kampmann and second from Frerichs to approve the second reading of the fiscal policies. All voted aye, motion carried.

NEW BUSINESS

There were no disclosures to report.

**ITEM 17.12.3016**

There was a motion by Schuurman second by Frerichs to surplus and dispose the 3 risers. All voted aye, motion carried.

**ITEM 17.12.3017**

There was a motion by Schuurman second by Frerichs to change the dress code for 7 – 12 grades to allow shorts anytime during the year. The K – 6th will follow the original policy. All voted aye, motion carried.

The first reading of the next set of policies were presented. The second reading and approval will be next meeting.

**ITEM 17.12.3018**

There was a motion by Frerichs second by Kampmann to surplus and sell bus #7 for $1,500 to Steves Tire. All voted aye, motion carried.

PUBLIC COMMENTS

There were no public comments.

**REPORTS**

Mr. Schuurman explained the weather problems with their bid for surplus vehicles. He said they are really going into depth on the conflict of interest law.

Jennifer Kampmann reported that the book fair raised $1,596.83 to be spent through Scholastic for more books. The state reading program has begun where students read or listen to books & rate them for the state.

Ms Bruns stated that our state aid for the month is up because of the increase of students. They average the difference from last year’s count to actual. We received $65,295.00 and will have another similar check before going back to what it should be. We received the Brookings County check but it didn’t include Basin Electric. We will receive another large check next month.

Mr. Jandahl said the Joint Advisory Meeting with Lake Benton would be on Wednesday. The Save yourself parent letters are going out with the report cards. There was a request for busing to a church on Wednesdays. This will be brought back to the board next month. We are looking for a part time custodian for evenings and will look within our staff. He also discussed the Governor’s address. He is giving 1% which changes the target average salary to $48,985. Schools will be asking to get the 2 year averaging back.

Mrs. Neill stated that the in services consist of a book study & ELL Cohort. They are also doing grade alike meetings. There will be no early out for December 22, 2016. There will be semester testing December 21 & 22. Basketball is in full swing. The state is changing some of the rules for Teaching Certificates.

**ITEM 17.12.3019**

There being no further business before the board, Schuurman moved to adjourn the meeting at 7:52pm, seconded by Kampmann. All voted aye, motion carried.

**The next regular meeting is scheduled for Monday, January 9th, 2017 @ 7:00pm.**

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Chairman Landsman Business Manager Bruns

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