

**Willow Lake School District #12-3
April 15, 2015**

The Willow Lake School District Board of Education met in regular session on April 15, 2015. President Schmidt called the meeting to order at 7:00 p.m. Board members present: Bratland, Schmidt, Thoreson, Warkenthien and Wicks. Also attending were Supt. Klaudt, H.S. Principal Serna, Elem. Principal Bruns, Business Manager Burke, Scott Sikkink and patrons of the district.

Board Members recited the Pledge of Allegiance.

Acknowledgements: Elem. Principal Bruns congratulated Mr. Ehrke, staff and students for the wonderful concert held on March 16th. She also thanked Erin Brenden for all her work with the operetta stage decorations.

Action Item #1: Motion by Wicks, second by Bratland to approve the agenda. All present voting yes, motion carried.

Action Item #2: Motion by Thoreson, second by Wicks to approve the minutes of the regular meeting of March 9, 2015. All present voting yes, motion carried.

Action Item #3: Motion by Bratland, second by Thoreson to approve the financial reports as of March 31, 2015. All present voting yes, motion carried.

Willow Lake School District Financial Reports

	<u>General Fund</u>	<u>Capital Outlay Fund</u>	<u>Spec. Ed. Fund</u>	<u>Pension Fund</u>	<u>Food Serv. Fund</u>	<u>Enterprise Fund</u>	<u>Trust & Agency</u>
Balance 3/1/2015	1,389,732.17	640,001.00	278,967.53	31,162.84	38,951.76	320.97	35,599.60
<u>RECEIPTS</u>							
Local Sources	11,725.21	10,019.52	4,457.89	1,271.61	2,551.83	0.00	5,357.37
County Sources	366.79	0.00	0.00	0.00	0.00	0.00	0.00
State Sources	62,332.03	0.00	0.00	0.00	0.00	0.00	0.00
Federal Sources	<u>6,382.63</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>2,781.14</u>	<u>0.00</u>	<u>0.00</u>
TOTAL RECEIPTS	80,806.66	10,019.52	4,457.89	1,271.61	5,332.97	0.00	5,357.37
Total Available	1,470,538.83	650,020.52	283,425.42	32,434.45	44,284.73	320.97	40,956.97
DISBURSEMENTS	-163,787.08	-31,909.47	-11,471.68	0.00	-7,153.90	0.00	-12,155.16
Balance 3/31/2015	1,306,751.75	618,111.05	271,953.74	32,434.45	37,130.83	320.97	28,801.81

Action Item #4: Motion by Warkenthien, second by Thoreson to approve the bills as of April 2015. All present voting yes, motion carried.

APRIL 2015 AP BILLS

<u>Gen. Fund</u>		<u>Amount:</u>
A-OX WELDING SUPPLY	Cyl. Leases	330.00
DIANE ANDERSON	Meal Reimb.	9.00
AVERA HEART HOSPITAL OF SD	AED Batt.	76.00
CARD MEMBER SERVICE	Comp. Supp.	28.88
CITY OF WILLOW LAKE	Water & Sewer	322.20
CLARK COMMUNITY OIL CO.	Fuel	2,593.75
CLARK COUNTY COURIER	Legal Proceeds/Ad	254.00
COOK'S WASTEPAPER	Garbage Serv.	141.02
RECYCLING		
DUENWALD TRANSPORTATION LLC	Ath. Transp.	484.80
GUITAR CENTER	Equip.	179.99
HARVES SPORT SHOP	Medals	96.70
INCIDENTAL FUND	Howard CDE	Dues & Fees 145.00
	Dacotah Bank	GBB Meal Reimb. 2,419.00
	Argus Leader	Subscription 25.65
	W.L. Volunteer Fire Dept.	Donation 10.00

		TOTAL INCIDENTAL FUND:	2,599.65
ITC	Telephone Serv.		152.41
J.W. PEPPER & SON, INC.	Sheet Music		179.68
JMH AUTO REPAIR	Oil Chg.		116.70
CHRISTINA KANNEGIETER	Dues & Fees		13.66
LAKE GROCERY	Supp.		57.66
MARCO, INC.	Maint. Fee		333.24
NESC	Gen. Serv.		134.25
NORTHERN WIRELESS COMM.	Internet Serv.		49.95
NWPS	Utilities		9,439.40
RAMKOTA HOTEL, RAPID CITY	Rooms - BBB		6,531.29
RAMKOTA INN, PIERRE	Rooms - AD Conf.		367.96
RAMKOTA INN, WATERTOWN	Rooms - GBB		3,759.60
SD DEPT OF LABOR	Unemploy. Claim		882.00
SDHSAA	Dues & Fees		720.00
SDSU DAIRY PLANT	Supp.		110.00
TONY'S ELECTRIC	Replace ballasts		144.86
VARIETY FOODS INC	FFVP		229.86
W W TIRE SERVICE INC	Tires		840.00
WILLOW LAKE HS TRUST & AGENCY	Dues & Fees		162.00
ADDITIONAL PAYROLL:			
	Diane Anderson	Sub Bus Dr.	952.51
	Jim Anderson	Sub	320.00
	Cory Bratland	Bd. Mtgs./Mlg.	219.24
	Tracy Bruns	Ex. Bus Trip	20.00
	Renaë Burke	Sub	400.00
	Jamie Fryslie	Ex. Bus Trip	25.25
	Jess Fryslie	Ex. Bus Trips	40.00
	Lacey Giles	Sub	1,240.00
	Amanda Glanzer	Sub	73.40
	Lori Hovde	Health Ins. Reimb.	545.00
	Patti Johnson	Health Ins. Reimb.	545.00
	Kerwin Kannegieter	Sub Bus Dr.	138.88
	Lois Kannegieter	Sub	520.00
	Cindy Maffei	Sub	120.00
	Liisa McDaniels	Sub	80.00
	Mark Prouty	Ex. Bus Trips	60.00
	Anne Redinger	Sub/Sub Bus Dr.	427.90
	Caryl Schmidt	Bd. Mtgs.	150.00
	Dawn Spieker	Ex. Bus Trip	20.00
	Brandon Stahl	Ex. Bus Trip	20.00
	Eric Stevens	Ex. Bus Trips	120.00
	Julayne Thoreson	Bd. Mtgs.	200.00
		Health Ins. Reimb./Sub	
	Dan Tonak	Bus Dr.	707.77
	Dahlia Waldner	Sub	40.00
	Cynthia Warkenthien	Ex. Bus Trips	40.00
	Paula Warkenthien	Bd. Mtgs.	200.00
	Aaron Wicks	Bd. Mtgs.	200.00
		TOTAL ADD. PAYROLL:	7,424.95
SALARIES & BENEFITS:			
	Elementary		50,789.96
	Junior High		18,180.52
	High School		25,640.69
	Preschool		538.57
	Title Programs		5,844.30
	Guidance		1,407.50
	Library		2,098.96
	Technology		2,814.98
	Bd. of Education		72.68

	Administration		15,119.40
	Operations & Maintenance		3,393.09
	Pupil Transportation		3,646.87
	Extra-Curricular		1,291.73
TOTAL GEN. FUND:			\$169,604.71
<u>Cap. Outlay Fund:</u>			
HKG ARCHITECTS	Design Dev./Constr. Docs		124,415.72
MARCO, INC.	Copier Lease		1,409.47
TOTAL CAP. OUTLAY FUND:			\$125,825.19
<u>Sp. Ed. Fund:</u>			
SALARIES & BENEFITS:			10,208.53
ADDITIONAL PAYROLL:	Paula Warkenthien	Bd. Mtgs./Mlg.	236.58
		TOTAL ADD. PAYROLL:	236.58
NESC	April Assessments		1,175.53
TARA VIG	Mlg.		18.87
TOTAL SP. ED. FUND:			\$11,639.51
<u>Food Serv. Fund</u>			
SALARIES & BENEFITS			2,163.61
ADDITIONAL PAYROLL:	Sharon Symens	Sub	47.40
		TOTAL ADD. PAYROLL:	47.40
DEAN FOODS	Milk		553.32
REINHART FOOD SERV.	Food		1,853.08
SD DEPT OF ED.	Food		245.54
STAR LAUNDRY	Clean. Serv.		57.67
VARIETY FOODS INC	Food/Supp.		1,315.01
TOTAL FOOD SERV. FUND:			\$6,235.63
TOTAL ALL FUNDS:			\$313,305.04

Policy and Procedures

- **Action Item #5:** Motion by Bratland, second by Wicks to approve the lane change for Emily Koenig (to BA40) for the 2015-16 school year. All present voting yes, motion carried.
- **Action Item #6:** Motion by Thoreson, second by Bratland to allow the 8th grade DC/NY trip participants use of a school bus to and from the airport. All present voting yes, motion carried.
- Supt. Klautd reported on the strategic plan meeting that was held with Lance Witte on April 13th. Each committee gave an update on their action plans. It was suggested to publish an article for the paper and to have a possible open house in the fall with the community, to address what has been accomplished thus far in the district's strategic plan.

Facilities

- **Action Item #7:** Motion by Warkenthien, second by Thoreson to accept the responsibility of the wellness center and all its assets on April 30, 2015. All present voting yes, motion carried.
- Board member Bratland and Scott Sikkink, with HKG Architects, reviewed information discussed at the March 16th and March 30th committee meetings, along with information discussed at the committee meeting held prior to the April 15th school board meeting.
- **Action Item #8:** Motion by Thoreson, second by Bratland to authorize the building committee to approve change orders up to \$5,500, upon acceptance of the building project. Thoreson – aye; Wicks – aye; Warkenthien – nay; Bratland – aye; Schmidt – aye. Motion carried 4-1.

Business and Finance

- Cash flows were reviewed as of March 31, 2015.
- Business Manager Burke reported on the school health insurance pool meeting and the new rates that will become effective July 1, 2015.
- **Action Item #9:** Motion by Thoreson, second by Bratland to approve the FY 15 audit engagement letter. All present voting yes, motion carried.
- **Action Item #10:** Motion by Thoreson, second by Wicks to approve the resolution from Dougherty & Co. Thoreson – aye; Wicks –

aye; Warkenthien – nay; Bratland – aye; Schmidt – aye. Motion carried 4-1.

Superintendent/Principal Report

- Supt. Klautd presented a summary of bills that passed this legislative session and their effect on education.
- An informational meeting for the public will be held on Tuesday, April 28th at 7:30 p.m., in the Willow Lake School Gym. The purpose of the meeting is to bring the public up to date on the building project.
- Kindergarten screening was completed on March 26th, with 21 students tested.
- The Willow Lake School will not be making up the March 19th day missed for the boys' state tourney.
- **Action Item #11:** Motion by Warkenthien, second by Bratland to amend the 2015-16 master calendar to reflect February 15, 2016 as a no school day and to change the last day of school to May 17, 2016. All present voting yes, motion carried.
- H.S. Principal Serna reported that spring testing is near completion.
- Supt. Klautd reported on the Title I summer school schedule and that Pauline Lewis will be the instructor.
- H.S. Principal Serna informed the board that the Mayfield Colony Alternative High School has been closed for the 2015-16 school year. Shamrock Colony's alternative high school will remain open.
- H.S. Principal Serna reviewed the dual credit reimbursement form that accompanies the dual credit policy.

Activity Director Report

- Supt. Klautd reported on items voted on at the spring A.D. convention.
- **Action Item #12:** Motion by Bratland, second by Thoreson to approve membership to the SDHSAA for the 2015-16 school year. All present voting yes, motion carried.
- Athletic physicals were completed on April 8th.
- **Action Item #13:** Motion by Warkenthien, second by Wicks to approve competitive dance for the 2015-16 school year. All present voting yes, motion carried.
- The athletic handbook approval was tabled to the April 28th informational meeting.

NESC Updates: Board members Warkenthien and Schmidt were unable to attend the March NESC meeting.

Action Item #14: Motion by Bratland, second by Thoreson to enter executive session pursuant to SDCL 1-25-2 to discuss personnel (1-25-2(1) and negotiations (1-25-2(4) at 8:45 p.m. All present voting yes, motion carried.

President Schmidt declared the board out of executive session at 10:25 p.m.

Action Item #15: Motion by Thoreson, second by Bratland, upon recommendation from Supt. Klautd, to offer contracts to the following certified staff for the 2015-16 school year: Diane Anderson, Lukas Anderson, Emily Bastian, Kim Bratland, Kayla Edleman, Paul Ehrke, Robin Flemming, Jamie Fryslie, Cassandra Harding, Christine Hasler, Cheryl Hovde, Lori Hovde, Christina Kannegieter, Emily Koenig, Ashley Konechne, Pauline Lewis, Kathy Poppen, Claire Stambaugh, Eric Stevens, Lindsey Tellinghuisen, Dan Tonak, Lucy Vandersnick, Tara Vig and Cindy Warkenthien. All present voting yes, motion carried.

Action Item #16: Motion by Thoreson, second by Bratland to re-hire experienced summertime help, Vivian Redinger and Kelly Wicks, at 20 hours/wk. at \$8.50/hr. All present voting yes, motion carried.

Action Item #17: Motion by Bratland, second by Wicks to approve Robert Hirsch as the drivers' education instructor at \$22.50/hr. for the 2014-15 school year. All present voting yes, motion carried.

Action Item #18: Motion by Thoreson, second by Wicks to accept the resignation of Patti Johnson and to thank her for the five years she has spent in the Willow Lake School District. All present voting yes, motion carried.

Action Item #19: Motion by Wicks, second by Warkenthien to accept the resignation of Brandon Stahl. All present voting yes, motion carried.

Action Item #20: Motion by Bratland, second by Wicks to accept the resignation of Mark Prouty as head girls' basketball coach. All present voting yes, motion carried.

Action Item #21: Motion by Bratland, second by Warkenthien to accept the resignation of Eric Stevens as junior high boys' basketball coach. All present voting yes, motion carried.

Action Item #22: Motion by Thoreson, second by Bratland to advertise for two, middle school teachers and a full time tech coordinator. All present voting yes, motion carried.

The next special meeting of the Willow Lake School Board will be on April 28, 2015, at 7:30 p.m., in the Willow Lake School gym. The next regular meeting of the Willow Lake School Board will be on May 11, 2015, at 2:00 p.m., in the Willow Lake School Business Office.

Adjournment:

Action Item #23: Motion by Bratland, second by Wicks, to adjourn at 10:35 p.m. All present voting yes, motion carried.

Caryl Schmidt, President

Melissa Burke, Business Manager