

Willow Lake School District #12-3
January 11, 2016

The Willow Lake School District Board of Education met in regular session on January 11, 2016. President Schmidt called the meeting to order at 7:00 p.m. Board members present: Schmidt, Thoreson, Warkenthien and Wicks. Bratland was absent. Also attending were Supt. Klaudt, H.S. Principal Serna and Business Manager Burke.

Board members recited the Pledge of Allegiance.

Action Item #1: Motion by Thoreson, second by Wicks to approve the agenda. Motion carried.

Action Item #2: Motion by Warkenthien, second by Wicks to approve the following items on the consent agenda: 1.1 approve the minutes of the regular meeting of December 14, 2015; 1.2 approve the financial reports as of December 31, 2015; 1.3 approve the bills as of January 2016; and 1.4 approve to recognize the Willow Lake Education Association's Negotiating Team of Emily Koenig, Christina Kannegieter and Emily Bastian. Motion carried.

Willow Lake School District Financial Reports

	<u>General</u>	<u>Capital Outlay</u>	<u>Spec. Ed.</u>	<u>Pension</u>	<u>Bdlg. Proj.</u>	<u>Food Serv.</u>	<u>Enterprise</u>	<u>Trust &</u>
	<u>Fund</u>	<u>Fund</u>	<u>Fund</u>	<u>Fund</u>	<u>Fund</u>	<u>Fund</u>	<u>Fund</u>	<u>Agency</u>
Balance 12/1/2015	1,387,953.74	640,214.62	361,380.03	23,251.65	2,989,670.10	35,799.73	54.87	29,174.15
<u>RECEIPTS</u>								
Local Sources	46,967.44	37,111.61	16,669.67	4,739.53	0.00	2,349.32	0.00	8,755.34
County Sources	579.71	0.00	0.00	0.00	0.00	0.00	0.00	0.00
State Sources	47,007.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Federal Sources	25,292.46	0.00	0.00	0.00	0.00	3,709.23	0.00	0.00
Other Finance Sources	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL RECEIPTS	119,846.61	37,111.61	16,669.67	4,739.53	0.00	6,058.55	0.00	8,755.34
Total Available	1,507,800.35	677,326.23	378,049.70	27,991.18	2,989,670.10	41,858.28	54.87	37,929.49
DISBURSEMENTS	-176,878.81	-36,378.80	-16,894.02	0.00	-407,817.90	-8,095.87	0.00	-4,030.60
Voided Check	0.00	0.00	0.00	0.00	0.00	140.79	0.00	0.00
Balance 12/31/2015	1,330,921.54	640,947.43	361,155.68	27,991.18	2,581,852.20	33,903.20	54.87	33,898.89

JANUARY 2016 AP BILLS

<u>Gen. Fund:</u>	<u>Amount:</u>
A-OX WELDING SUPPLY CO.	Weld. Supp. 93.96
AUTOMATIC BUILDING CONTROLS	Contract Fees 480.00
CITY OF WILLOW LAKE	Water & Sewer 368.22
CLARK COMMUNITY OIL CO.	Fuel 1,008.84
CLARK COUNTY COURIER	Legal Proceeds 120.00
COOK'S WASTEPAPER RECYCLING	Garbage Serv. 143.85
DACOTAH BANK	Box Rent 30.00
DUENWALD TRANSPORTATION LLC	Ath. Transport. 1,671.58
EFRAIMSON ELECTRIC INC	Repairs 1,482.08
HAUFF MID-AMERICA SPORTS INC	Practice Jerseys 776.65
HILLYARD	Janitorial Supp. 249.05
INCIDENTAL FUND	U.S. Postmaster Postage 85.40
	U.S. Postmaster Postage 7.55
	SD DCI Background Check 43.25
	Scott Deutsch BBB Off./Mlg. 171.94
	Justin Deutsch BBB Off. 85.00
	Dave Planteen BBB Off. 85.00
	Scott Deutsch GBB Off./Mlg. 171.94
	Justin Deutsch GBB Off. 85.00
	Patrick Deutsch Jr. GBB Off. 85.00

	Mark Prouty	Dues & Fees	40.00
	Argus Leader	Subscription	25.65
	SD Assoc. of Ag. Ed.	Dues & Fees	50.00
		TOTAL INCIDENTAL FUND:	935.73
J & J HEATING & AIR CONDITIONING LLC	Repairs		102.50
J.W. PEPPER & SON, INC.	Band Music		223.18
JAYMAR BUSINESS FORMS INC	W2 Forms		31.34
JMH AUTO REPAIR	Repairs		1,012.15
LAKE GROCERY	Supp.		135.37
MARCO, INC. NW	Maint. Fee		9.81
NESC	Gen. Serv.		56.82
NORTH CENTRAL BUS SALES	Parts		717.37
NWPS	Utilities		4,476.07
OFFICE PEEPS INC	Batteries		96.20
TAMMIE PAULSON	Dist. Learning Fee		750.00
RAMKOTA INN	CDE Rooms		435.00
SANFORD HEALTH	Bus Dr. Phy.		164.00
SD STATE HISTORICAL SOC.	Kits		70.00
VARIETY FOODS INC	FFVP		267.30
VERDON ROOFING	Snow Removal		300.00
W W TIRE SERVICE INC	Tires		518.00
ADDITIONAL PAYROLL:	Diane Anderson	Sub Bus Dr./Ex. Bus Trip	115.80
	James Anderson	Sub	120.00
	Cory Bratland	Bd. Mtg./Mtg.	110.92
	Erin Brenden	Sub	40.00
	Bailey Bruns	Sub	40.00
	Rory Burke	Ex. Bus Trips	90.00
	Lori Hovde	Health Ins.	580.00
	Christina Kannegieter	Ex. Bus Trips	120.00
	Lois Kannegieter	Sub	632.96
	Liisa McDaniels	Sub	110.00
	Mark Prouty	Ex. Bus Trips	60.00
	Anne Redinger	Sub	40.00
	Caryl Schmidt	Bd. Mtg.	100.00
	Kim Schmidt	Sub	80.00
	Lynnea Seivert	Ex. Bus Trip	30.00
	Hector Serna	Ex. Bus Trips	60.00
	Dawn Spieker	Ex. Bus Trip	30.00
	Eric Stevens	Ex. Bus Trips	120.00
	Julayne Thoreson	Bd. Mtg.	100.00
	Dan Tonak	Health Ins./Sub Bus Dr.	609.80
	Paula Warkenthien	Bd. Mtg.	100.00
	Aaron Wicks	Bd. Mtg.	150.00
	Stan Zantow	Ex. Bus Trips	180.00
		TOTAL ADD. PAYROLL:	3,619.48
SALARIES & BENEFITS:	Elem. Programs		51,172.73
	J.H. Programs		26,115.52
	H.S. Programs		22,735.17
	Preschool		490.55
	Title Programs		6,257.95
	Guidance		2,852.37
	Library		2,187.42
	Technology		5,488.88
	Bd. of Education		42.08
	Administration		16,143.83
	Operations & Maint.		3,719.82
	Pupil Transportation		4,718.93
	Extra-Curricular		1,441.05
TOTAL GEN. FUND:			\$163,710.85

Cap. Outlay Fund:

AERCOR WIRELESS INC.	Comp. Equip.	9,914.10
HKG ARCHITECTS	Contract Fees	7,306.80
MARCO, INC. NW	Copier Lease	36.00
MARCO, INC.	Copier Lease	1,597.99
TOTAL CAP. OUTLAY FUND:		\$18,854.89

Sp. Ed. Fund:

SALARIES & BENEFITS:		11,210.31
ADDITIONAL PAYROLL:	Paula Warkenthien Bd. Mtg./Mlg.	82.76
	TOTAL ADD. PAYROLL:	82.76
NESC	Assessments	2,295.46
TOTAL SP. ED. FUND:		\$13,588.53

Bdlg. Project Fund:

TELLINGHUISEN INC	Project Fees	260,300.00
TOTAL BDLG. PROJECT FUND:		\$260,300.00

Food Serv. Fund:

SALARIES & BENEFITS:		2,053.39
ADDITIONAL PAYROLL:	Lois Kannegieter Sub	28.24
	TOTAL ADD. PAYROLL:	28.24
DEAN FOODS	Milk	303.74
REINHART FOOD SERV.	Food	1,034.53
STAR LAUNDRY	Clean. Serv.	41.85
THOMPSON MECHANICAL	Repairs	501.84
VARIETY FOODS INC	Food	1,419.22
TOTAL FOOD SERV. FUND:		\$5,382.81

TOTAL ALL FUNDS: \$461,837.08

Acknowledgements: Supt. Klautd thanked the colony teachers, staff and students for the wonderful Christmas programs they presented.

Policy and Procedures

- Cory Bratland and Julayne Thoreson’s school board terms end on June 30, 2016.
- **Action Item #3:** Motion by Wicks, second by Warkenthien to approve June 21, 2016 for the school board election. Motion carried.
- **Action Item #4:** Motion by Thoreson, second by Warkenthien to approve the Willow Lake School as the official voting site of the Willow Lake School District. Motion carried.

Business and Finance

- Cash flows were reviewed as of December 31, 2015.

Facilities

- Supt. Klautd reported to the board on the library, building and color committee meetings held prior to the school board meeting. The cement for the new gym floor is tentatively set to be poured on Thursday and Monday. HKG Architects will be putting a color board together of the options looked at by the color committee for the board to review.
- The company installing the key fobs would like to begin the week of January 18th.

Superintendent/Principal Report

- Supt, Klautd, Business Manager Burke and President Schmidt will be attending a school pool health insurance meeting on January 20th in Huron.
- H.S. Principal Serna reported that Robert Hirsch will be conducting driver’s education. Mr. Serna will be working on dates with Mr. Hirsch and getting a count on the number of students eligible for the class.
- **Action Item #5:** Motion by Thoreson, second by Warkenthien to approve February 12th as the make-up day for December 16th. Motion carried.
- **Action Item #6:** Motion by Thoreson, second by Warkenthien to accept the 2016-17 school calendar. Motion

carried.

Activity Director Report

- Supt. Klaudt reported that the SDHSAA has notified schools that wrestling cheerleaders will not be able to cheer mat side during the state wrestling tournament. They will have to cheer from the balcony area. The State A and B wrestling tournaments will be combined in February and held in Rapid City.

NESC Updates: Board member Warkenthien was not able to attend the December meeting, but reported that the evaluation forms of the Director and Business Manager will be reviewed at the January meeting. The NESC had looked at applying for a 501(c)3 designation, but has decided not to take action at this time.

LAN Training Updates: Board member Thoreson attended the LAN training. They reviewed the LAN website on legislative bill tracking and discussed different ways to get bill information out to district patrons.

Action Item #7: Motion by Wicks, second by Warkenthien to enter executive session pursuant to SDCL 1-25-2 to discuss personnel SDCL 1-25-2(1) at 7:48 p.m. Motion carried.

President Schmidt declared the board out of executive session at 10:00 p.m.

Action Item #8: Motion by Warkenthien, second by Thoreson to approve Supt. Klaudt's contract for 2016-17 with salary to be set at a later date. Motion carried.

Action Item #9: Motion by Warkenthien, second by Wicks to accept the resignation of Cindy Warkenthien, thanking Cindy for her 27 years of service to the Willow Lake School District, and to accept her request for early retirement. Motion carried.

The next regular meeting of the Willow Lake School Board will be February 8, 2016 at 7:00 p.m., in the Willow Lake School Business Office.

Adjournment:

Action Item #10: Motion by Wicks, second by Thoreson, to adjourn at 10:04 p.m. Motion carried.

Caryl Schmidt, President

Melissa Burke, Business Manager