

**Willow Lake School District #12-3
January 8, 2018**

The Willow Lake School District Board of Education met in regular session on January 8, 2018. President Schmidt called the meeting to order at 7:00 p.m. Board Members present: R. Burke, Felberg, Schmidt and Thoreson. Wicks was absent. Also attending were Supt. Klautdt, Principal Lee, Business Manager Burke and Emily Koenig.

Board Members recited the Pledge of Allegiance.

Action Item #1: Motion by Felberg, second by Thoreson to add 6.1.6 special education complaint update and to approve the agenda. Motion carried.

There were no conflict of interest waiver forms filed for the January meeting.

Action Item #2: Motion by Thoreson, second by Felberg to approve the following items on the consent agenda: 2.1 approve the minutes of the regular meeting of December 11, 2017; 2.2 approve the financial reports as of December 31, 2017; 2.3 approve the bills as of January 2018. Motion carried.

Action Item #3: Motion by R. Burke, second by Thoreson to table 2.4 approve the Willow Lake Education Association's Negotiating team. Motion carried.

Willow Lake School District Financial Reports

	<u>General</u>	<u>Capital Outlay</u>	<u>Spec. Ed.</u>	<u>Pension</u>	<u>Food Serv.</u>	<u>Enterprise</u>	<u>Trust & Agency</u>
	<u>Fund</u>	<u>Fund</u>	<u>Fund</u>	<u>Fund</u>	<u>Fund</u>	<u>Fund</u>	
Balance 12/1/17	1,018,514.26	693,171.75	235,650.30	20.84	25,267.56	54.87	37,847.20
<u>RECEIPTS</u>							
Local Sources	50,794.30	50,860.22	10,368.26	16.06	5,891.03	0.00	6,919.78
County Sources	619.30	0.00	0.00	0.00	0.00	0.00	0.00
State Sources	83,054.00	0.00	0.00	0.00	0.00	0.00	0.00
Federal Sources	<u>29,331.80</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>4,371.93</u>	<u>0.00</u>	<u>0.00</u>
TOTAL RECEIPTS	163,799.40	50,860.22	10,368.26	16.06	10,262.96	0.00	6,919.78
Total Available	1,182,313.66	744,031.97	246,018.56	36.90	35,530.52	54.87	44,766.98
<u>DISBURSEMENTS</u>							
MJE-Bank Serv. Fee	<u>-15.45</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Balance 12/31/17	1,000,753.00	733,028.37	223,215.58	36.90	26,091.46	54.87	41,847.37

JANUARY 2018 AP BILLS

<u>Gen. Fund:</u>	<u>Amount:</u>
A-OX WELDING SUPPLY CO INC	331.38
AUTOMATIC BUILDING CONTROLS	480.00
TRACY BRUNS	52.12
CARD MEMBER SERVICE	233.19
CITY OF WILLOW LAKE	378.17
CLARK COMMUNITY OIL CO.	3,738.74
CLARK COUNTY COURIER	110.87
COOK'S WASTEPAPER RECYCLING	159.65
DACOTAH BANK	30.00
DIESEL SERVICE AND REPAIR	88.85
DUENWALD TRANSPORTATION LLC	777.68
HILLYARD	683.82
INCIDENTAL FUND	
US Postmaster	Postage 66.70
Mark Prouty	Coaching Dues 60.00
Lucas Pearson	BBB Off./Mlg. 157.20
Levi Pearson	BBB Off. 90.00
Greg Despiegler	BBB Off. 90.00
US Postmaster	Postage 39.25

	Scott Deutsch	DBLH Off./Mlg.	221.52	
	Ryan Neale	DBLH Off.	135.00	
	Greg Despiegler	DBLH Off.	135.00	
	SDAAE	Ag Conf. Fee	50.00	
		TOTAL INCIDENT. FUND:		1,044.67
ITC	Tel. Serv.			819.92
J.W. PEPPER & SON, INC.	Sheet Music			10.99
LAKE GROCERY	Janitorial Supp.			6.78
MARCO, INC. NW	Software Renewal			250.00
MARCO, INC.	Maint. Fees			1,467.69
MENARDS	Ice Melt			51.95
NESC	Gen. Serv.			15,086.73
NWPS	Utilities			6,262.91
NVC	Internet Serv.			52.20
RAMKOTA INN	Rooms-FFA			1,092.00
REINHART FOOD SERV.	FFVP			608.40
SCHMIDTCO AG SERV.	Exhaust Fluid			253.50
SHOPKO	Clock			14.99
SPIEKER SERVICE & REPAIR	Repairs			418.49
TONY'S ELECTRIC	Repairs			84.15
ADDITIONAL PAYROLL:	Diane Anderson	Sub Bus Dr.	89.61	
	Jenica Anderson	Sub	479.50	
	J.J. Burke	Ex. Bus Trips/Sub	310.00	
	Rory Burke	Bd. Mtgs./Mlg.	180.24	
	Ron Denman	Sub Janitor	140.00	
	Tia Felberg	Bd. Mtgs.	150.00	
	Al Hamre	Ex. Bus Trip	65.63	
	Cheryl Hovde	Sub Bus Dr.	59.74	
	Christina Kannegieter	Ex. Bus Trip	54.88	
	Lois Kannegieter	Sub	579.28	
	Cheryl Korbelt	Sub	134.40	
	Chase Lettau	Ex. Bus Trips	230.00	
	Taren Madsen	Sub	32.50	
	Mark Prouty	Ex. Bus Trips	210.00	
	Caryl Schmidt	Bd. Mtgs.	150.00	
	Dave Spieker	Sub Bus Dr.	29.56	
	Eric Stevens	Ex. Bus Trips	120.00	
	Melissa Terhark	Sub	320.00	
	Julayne Thoreson	Bd. Mtgs.	150.00	
	Belynda Weber	Sub	80.00	
	Aaron Wicks	Bd. Mtgs.	50.00	
	Misel Williams	Ex. Bus Trips	101.44	
		TOTAL ADD. PAYROLL:		3,716.78
SALARIES & BENEFITS:	Elem. Programs			60,177.25
	J.H. Programs			12,658.84
	H.S. Programs			30,300.56
	Preschool			1,157.88
	Title Programs			4,733.28
	Guidance			2,295.64
	Library			4,733.06
	Technology			5,723.89
	Bd. Of. Ed.			49.74
	Administration			20,592.60
	Operations & Maint.			4,540.19
	Pupil Transportation			4,689.98
	Extra-Curricular			1,908.13
TOTAL GEN. FUND:				<u>\$191,867.66</u>

Cap. Outlay Fund:

AMERICAN TIME	Ag Shop-Bell Sys.	483.95
MARCO, INC.	Copier Leases	920.21
TOTAL CAP. OUTLAY FUND:		\$1,404.16

Sp. Ed. Fund:

SALARIES & BENEFITS:		18,627.81
ADDITIONAL PAYROLL:	Cheryl Korbel	Sub 40.00
	Tia Felberg	Bd. Mtgs./Mlg. 263.40
		TOTAL ADD. PAYROLL: 303.40
NESC	Jan. Assessments/Consultant	4,526.84
TOTAL SP. ED. FUND:		\$23,458.05

Food Serv. Fund:

SALARIES & BENEFITS:		2,394.01
ADDITIONAL PAYROLL:	Lois Kannegieter	Sub 34.82
	Kathy Knock	Sub 50.90
	Sharon Symens	Sub 91.70
	Misel Williams	Sub 77.60
		TOTAL ADD. PAYROLL: 255.02
DEAN FOODS	Milk	471.65
LAKE GROCERY	Food	33.38
REINHART FOOD SERV.	Food	2,345.60
STAR LAUNDRY	Clean. Serv.	34.49
VARIETY FOODS INC	Food	1,450.89
TOTAL FOOD SERV. FUND:		\$6,985.04

TOTAL ALL FUNDS: \$223,714.91

Acknowledgments: The administration would like to acknowledge the wonderful Christmas programs held at the school and colonies.

Policies

- Aaron Wicks and Caryl Schmidt’s school board terms end on June 30, 2018.
- **Action Item #4:** Motion by R. Burke, second by Felberg to approve June 18, 2018 for the school board election. Motion carried.
- **Action Item #5:** Motion by Thoreson, second by Felberg to approve the Willow Lake School as the official voting site of the Willow Lake School District. Motion carried.
- Administration is currently working on revising the facility rental policy.

Business and Finance

- Cash Flows were reviewed as of December 31, 2017.

Superintendent/Principal Report

- **Action Item #6:** Motion by Thoreson, second by Felberg to approve the 2018-2019 master calendar, option #2. Motion carried.
- Information was shared on the proposed SD Tiered Graduation Requirements. No action taken.
- A School to Work Policy was presented and reviewed by the board. No action taken.
- The Tobacco Free School Policy was reviewed. No action taken.
- Supt. Klaudt noted that the accreditation review has been completed and is officially approved.
- In regards to the special education complaint, Supt. Klaudt reported that the district is in compliance and the case has been closed.

Activity Director Report: It was reported that the Hamlin Basketball Doubleheader and wrestling quadrangular held in Willow Lake went well. It was noted that the Clark School District would be hiring a head girl’s volleyball coach at their January meeting, for the 2018-19 school year.

NESC Updates: Board Member Felberg shared information on the PECS System training and that the NESC would like to provide an in-service for teachers if there is enough interest.

Action Item #7: Motion by R. Burke, second by Felberg to enter executive session, pursuant to SDCL 1-25-2 to discuss personnel

(SDCL 1-25-2(1) and negotiations (SDCL1-25-2(4) at 8:17 p.m. Motion carried.

President Schmidt declared the board out of executive session at 11:06 p.m.

Bus. Manager Burke shared that the school election date of June 18th, listed on the agenda, was incorrect.

Action Item #8: Motion by Thoreson, second by Felberg to approve Tuesday, June 19, 2018 as the school election date, not June 18, 2018, as listed on the agenda. Motion carried.

Action Item #9: Motion by Thoreson, second by Felberg to approve the Memorandum of Understanding between the school board and teachers association, to conform to State Accountability Standards by February 1, 2018, with authorizing the board president, business manager and WLEA president to sign the documentation when completed. Motion carried.

Action Item #10: Motion by Thoreson, second by R. Burke to table the approval of the superintendent's contract, until a special meeting of all board members can be held. Motion carried.

The next regular meeting of the Willow Lake School Board will be February 12, 2018 at 7:00 p.m., in the Willow Lake School Administration Conference Room.

Adjournment:

Action Item #11: Motion by Felberg, second by Thoreson, to adjourn at 11:12 p.m. Motion carried.

Caryl Schmidt, President

Melissa Burke, Business Manager