

**Willow Lake School District #12-3
June 8, 2015**

The Willow Lake School District Board of Education met in regular session on June 8, 2015. President Schmidt called the meeting to order at 8:00 p.m. Board members present: Bratland, Schmidt, Thoreson, and Warkenthien. Wicks was absent. Also attending were Supt. Klaudt, H.S. Principal Serna, Elem. Principal Bruns, Business Manager Burke, and patrons of the district.

Board Members recited the Pledge of Allegiance.

Acknowledgements: Elem. Principal Bruns thanked the students and staff for a successful clean-up day, which was held on Friday, May 15th.

Open Forum: H.S. Principal Serna led discussion on Administrative Rules 24:43:08 and 24:43:11. The purpose of this public hearing was to renew the credit by examination and courses offered before 9th grade for high school credit with the Department of Education.

Action Item #1: Motion by Thoreson, second by Bratland to accept Administrative Rule 24:43:11 for High School Credit by Equivalency Exam. All present voting yes, motion carried.

Action Item #2: Motion by Thoreson, second by Bratland to accept Administrative Rule 24:43:08 for Courses offered before Grade Nine for High School Credit. All present voting yes, motion carried.

Action Item #3: Motion by Bratland, second by Warkenthien to amend the agenda removing #10 after executive session, moving early graduation to 3.6 and to approve the agenda. All present voting yes, motion carried.

Action Item #4: Motion by Thoreson, second by Bratland to approve the minutes of the regular meeting of May 11, 2015 and the special meeting of May 21, 2015. All present voting yes, motion carried.

Action Item #5: Motion by Thoreson, second by Warkenthien to approve the financial reports as of May 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 5/1/2015	1,226,572.10	522,831.96	274,206.75	36,378.00	39,264.57	320.97	28,156.63
<u>RECEIPTS</u>							
Local Sources	275,709.77	173,657.17	78,498.65	22,548.87	3,007.97	1,800.00	13,575.44
County Sources	1,175.92	0.00	0.00	0.00	0.00	0.00	0.00
State Sources	48,741.00	0.00	0.00	0.00	0.00	0.00	0.00
Federal Sources	6,752.35	0.00	0.00	0.00	3,510.36	0.00	0.00
TOTAL RECEIPTS	332,379.04	173,657.17	78,498.65	22,548.87	6,518.33	1,800.00	13,575.44
Total Available	1,558,951.14	696,489.13	352,705.40	58,926.87	45,782.90	2,120.97	41,732.07
DISBURSEMENTS	-202,062.11	-47,898.22	-13,624.28	0.00	-10,116.31	-1,889.26	-10,194.74
<u>MJ-Dr. Ed. Fuel</u>	<u>176.84</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>-176.84</u>	<u>0.00</u>
Balance 5/31/2015	1,357,065.87	648,590.91	339,081.12	58,926.87	35,666.59	54.87	31,537.33

Action Item #6: Motion by Thoreson, second by Bratland to approve the bills as of June 2015. All present voting yes, motion carried.

JUNE 8 2015 AP BILLS

<u>Gen. Fund:</u>		<u>Amount:</u>
A-OX WELDING SUPPLY	AG supp.	112.02
LUKAS ANDERSON	Supp.	20.16
TRACY BURNS	Supp.	50.00
BRIDGEWAY COUNSELING CENTER	April/May Serv.	1,350.00
CARD MEMBER SERVICE	I-Pad Repair/Books	279.39
CHURCHILL, MANOLIS, FREEMAN, LLP	Jan.-May Fees	2,870.08
CITY OF WILLOW LAKE	Water & Sewer	363.55

CLARK COUNTY COURIER	Legal Proceeds.		261.37
COOK'S WASTEPAPER	Garbage Serv.		141.02
DACOTAH INS.	Ins. Prem.		52.00
KAYLA EDLEMAN	Supp.		50.00
JEFF OR VIGDIS EFRAIMSON	Credit Reimb.		30.00
HAUFF MID-AMERICA SPORTS INC	Awards		896.05
LORI HOVDE	Supp.		50.00
INCIDENTAL FUND	Argus Leader	Subscription	19.92
		TOTAL INCIDENTAL FUND:	19.92
INSTRUMENTALIST	Music Awards		114.75
ITC	Telephone Serv.		623.63
J.W. PEPPER & SON, INC.	Sheet Music		31.90
EMILY KOENIG	Supp.		47.89
ASHLEY KONECHNE	Supp.		25.34
LAKE GROCERY	Supp.		24.27
LINDNER MUSIC	Mic. Cords		70.00
NESC	Gen. Serv.		1,434.25
NORTH CENTRAL BUS SALES	Filters		81.14
NORTHEAST BUILDING & DOOR INC.	Repair Door		75.00
NORTHERN WIRELESS COMM.	Internet Serv.		49.95
NWPS	Utilities		3,149.04
PERMA-BOUND	Books		973.65
LINDSEY TELLINGHUISEN	Supp.		50.00
DAN TONAK	Airfare (Perkins)		346.20
TRUGREEN CHEMLAWN	FB Aeration		350.00
US POSTMASTER	Box Rent		262.00
VARIETY FOODS INC	FFVP		343.32
CINDY WARKENTHIEN	Supp.		50.00
CODY OR KATHERINE WENDLING	Credit Reimb.		90.00
WILLOW LAKE HIGH SCHOOL FFA	Dues & Fees/Meals		2,352.00
ADDITIONAL PAYROLL:	Diane Anderson	Sub Bus Dr./Unused Leave	1,052.44
	James Anderson	Sub	80.00
	Lukas Anderson	Unused Leave	200.00
	Emily Bastian	Unused Leave	200.00
	Kim Bratland	Teacher Mentor/Unused Leave	350.00
	Tracy Bruns	Unused Leave/Ex. Bus Trip	120.00
	Renae Burke	Sub	80.00
	Paul Ehrke	Unused Leave	380.00
	Jim Felberg	Tech. Coord.	430.54
	Jamie Fryslie	Unused Leave/Reimb. In-serv.	165.00
	Jess Fryslie	Sub Bus Dr./Ex. Bus Trips	144.05
	Lacey Giles	Sub	1,280.00
	Cassandra Harding	Unused Leave	250.00
	Christine Hasler	Unused Leave	200.00
	Cheryl Hovde	Unused Leave	150.00
	Lori Hovde	Health Ins. Reimb./Unused Leave	805.00
	Patti Johnson	Health Ins. Reimb.	545.00
	Christina Kannegieter	Unused Leave	85.00
	Kerwin Kannegieter	Sub Bus Dr.	83.70
	Lois Kannegieter	Sub/Ex. Bus Trip	606.80
	Ashley Konechne	Unused Leave	300.00
	Shawn LaMont	Sub	40.00
	Liisa McDaniels	Sub	240.00
	Darcy Pommer	Sub	320.00
	Dave Spieker	Sub Bus Dr.	27.63
	Dawn Spieker	Sub Bus Dr.	27.63
	Brandon Stahl	Unused Leave	200.00
	Dan Tonak	Health Ins. Reimb./Unused Leave	945.00

	Tara Vig	Unused Leave	200.00	
	Dahlia Waldner	Sub	40.00	
	Cindy Warkenthien	Unused Leave	400.00	
	Kim Winter	Sub	440.00	
		TOTAL ADD. PAYROLL:		10,387.79
SALARIES & BENEFITS:	Elementary			48,492.62
	Junior High			18,136.71
	High School			25,753.26
	Preschool			537.87
	Title Programs			5,821.96
	Guidance			1,427.32
	Library			2,098.96
	Technology			2,887.61
	Administration			15,515.81
	Operations & Maintenance			4,097.37
	Pupil Transportation			3,545.60
	Extra-Curricular			1,262.82
TOTAL GEN. FUND				\$157,055.59
Cap. Outlay Fund:				
MARCO, INC.	Copier Lease			1,409.47
TOTAL CAP. OUTLAY FUND				\$1,409.47
Sp. Ed. Fund:				
SALARIES & BENEFITS:				10,102.04
NESC	June Assessments			1,175.53
SOUTHWEST/WEST CENTRAL SERV.	Dues & Fees			100.00
TOTAL SP. ED. FUND				\$11,377.57
Food Serv. Fund:				
SALARIES & BENEFITS				2,090.22
ADDITIONAL PAYROLL:	Lois Kannegieter	Sub	66.70	
	Kathy Knock	Sub	44.90	
	Shawn LaMont	Sub	42.20	
		TOTAL ADD. PAYROLL:		153.80
DEAN FOODS	Milk			454.01
LAKE GROCERY	Food			103.43
REINHART FOOD SERV.	Food			675.48
STAR LAUNDRY	Clean. Serv.			27.75
VARIETY FOODS	Food			791.08
TOTAL FOOD SERV. FUND				\$4,295.77
TOTAL ALL FUNDS:				\$174,138.40

Action Item #7: Motion by Bratland, second by Warkenthien to approve the SD Department of Health Contract for the 2015-16 school year. All present voting yes, motion carried.

Action Item #8: Motion by Warkenthien, second by Thoreson to table to the July meeting the approval of the 2015-16 Bridgeway Counseling Agreement. All present voting yes, motion carried.

Action Item #9: Motion by Thoreson, second by Warkenthien to grant the early graduation request for student #1. All present voting yes, motion carried.

Policy and Procedures

- **Action Item #10:** Motion by Bratland, second by Thoreson to approve the surplus lists at no value. All present voting yes, motion carried.

Transportation

- Supt. Klaudt has asked SD Federal Surplus to notify him when a 9-passenger suburban becomes available for the school to look at purchasing.

Facilities

- Board member Bratland led discussion on the building project. It was reported that the pre-bid walk thru was held on June 2nd and was well attended.
- In the event the building project bid is accepted, the administration has verified with DLA the motion needed to dispose the preschool building.
- **Action Item #11:** Motion by Bratland, second by Warkenthien to table the refrigerator/freezer and window quotes to the June 11, 2015 special board meeting. All present voting yes, motion carried.

Business and Finance

- Cash flows were reviewed as of May 31, 2015.
- **Action Item #12:** Motion by Warkenthien, second by Thoreson to approve the budget hearing for July 13, 2015 at 8:00 p.m. All present voting yes, motion carried.
- The board discussed having the end of fiscal year meeting the end of June or prior to the July 13, 2015 school board meeting.
- **Action Item #13:** Motion by Thoreson, second by Warkenthien to set the End of FY 15 meeting for July 13, 2015. All present voting yes, motion carried.

Superintendent/Principal Report

- The annual superintendents' conference will be held July 20 – 22, 2015 in Chamberlain.
- The ASBSD/Joint Conference will be held in Sioux Falls, August 6 – 7, 2015.
- **Action Item #14:** Motion by Thoreson, second by Warkenthien to approve membership to the SILDL Consortium for the 2015-16 school year. All present voting yes, motion carried.
- H.S. Principal Serna reviewed the services that Graves IT Solutions provides the school district.
- **Action Item #15:** Motion by Thoreson, second by Warkenthien to table senior privileges to the July meeting. All present voting yes, motion carried.

Activity Director Report

- **Action Item #16:** Motion by Bratland, second by Thoreson to approve Moe Ruesink of Sioux Valley School, as the East River At-Large Representative and Dave Planteen of Langford School, as the Small School Group Board of Education Representative. All present voting yes, motion carried.

NESC Updates: Board member Warkenthien did not attend the May meeting, but reported that the NESC approved the rate increases for their property/liability and workers comp coverage. It was reported that the salaries for the director, assistant director and business manager have been set.

Action Item #17: 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 8:59 p.m. All present voting yes, motion carried.

President Schmidt declared the board out of executive session at 9:39 p.m.

Action Item #18: Motion by Thoreson, second by Warkenthien to advertise for the kindergarten position until filled and to extend the advertisement for the technology coordinator position until July 1, 2015. All present voting yes, motion carried.

Action Item #19: Motion by Warkenthien, second by Thoreson to approve the business manager and reading specialist contracts for the 2015-16 school year. All present voting yes, motion carried.

Action Item #20: Motion by Thoreson, second by Warkenthien to approve the following non-certified staff for the 2015-16 school year, with a 4% increase added to their base wage: Cheryl Bratland, Jim Felberg, Dale Fonken, Molly Fox, Jess Frysle, Alan Hamre, Cheryl Korbel, Carolyn LaMont, Dawn Spieker, Cynthia Warkenthien and Stan Zantow. All present voting yes, motion carried.

Action Item #21: Motion by Bratland, second by Thoreson to approve Pauline Lewis as the Title I summer school instructor at \$21/hr. All present voting yes, motion carried.

Action Item #22: Motion by Warkenthien, second by Bratland to approve Mark Prouty as the assistant boys basketball coach for the 2015-16 school year at \$2,874. All present voting yes, motion carried.

Action Item #23: Motion by Thoreson, second by Warkenthien to approve H.S. Principal Serna's salary at \$53,000, plus a \$2,000 signing bonus payable at the September 2015 payroll. All present voting yes, motion carried.

Action Item #24: Motion by Bratland, second by Thoreson to amend Supt. Klaudt's contract to co-athletic director with a stipend of \$2,000 and to add \$2,000 to salary for the additional elementary principal duties. All present voting yes, motion carried.

The next special meeting of the Willow Lake School Board will be on June 11, 2015, at 7:30 p.m., in the Willow Lake High School Spanish Room. The next regular meeting of the Willow Lake School Board will be on July 13, 2015, at 7:00 p.m., in the Willow Lake School Business Office.

Adjournment:

Action Item #25: Motion by Bratland, second by Warkenthien, to adjourn at 9:52 p.m. All present voting yes, motion carried.

Caryl Schmidt, President

Melissa Burke, Business Manager