

**Willow Lake School District #12-3
October 13, 2014**

The Willow Lake School District Board of Education met in regular session on October 13, 2014. 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, Elem. Principal Bruns, Business Manager Burke and Dean Marske, with HKG Architects. H.S. Principal Serna was absent.

Board Members recited the Pledge of Allegiance.

Acknowledgements: On behalf of the Klaudt family, Supt. Klaudt thanked the board for the plant in memory of his mother.

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 September 8, 2014. All present voting yes, motion carried.

Action Item #3: Motion by Bratland, second by Thoreson to approve the financial reports as of September 30, 2014. All present voting yes, 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 9/1/2014	1,563,378.20	555,582.84	209,564.74	278.76	38,074.28	320.97	30,321.18
<u>RECEIPTS</u>							
Local Sources	10,312.12	1,043.22	488.84	104.61	3,955.11	0.00	8,119.88
County Sources	1,713.64	0.00	0.00	0.00	0.00	0.00	0.00
State Sources	50,516.00	0.00	0.00	0.00	0.00	0.00	0.00
Federal Sources	4,213.67	0.00	0.00	0.00	1,366.75	0.00	0.00
TOTAL RECEIPTS	66,755.43	1,043.22	488.84	104.61	5,321.86	0.00	8,119.88
Total Available	1,630,133.63	556,626.06	210,053.58	383.37	43,396.14	320.97	38,441.06
DISBURSEMENTS	-170,349.56	-34,146.24	-9,510.30	0.00	-4,820.02	0.00	-7,300.58
Balance 9/30/2014	1,459,784.07	522,479.82	200,543.28	383.37	38,576.12	320.97	31,140.48

Action Item #4: Motion by Thoreson, second by Bratland to approve the bills as of October 2014. All present voting yes, motion carried.

October 2014 AP Bills

<u>Gen. Fund:</u>		<u>Amount:</u>
A-OX	Ag supp.	170.66
AERCOR WIRELESS INC.	Renewal Fee	720.00
DIANE ANDERSON	Meal Reimb.	9.00
TRACY BRUNS	Meal Reimb.	13.17
BRIDGEWAY COUNSELING CENTER	Sept. Serv.	900.00
CARD MEMBER SERVICE	Computer Supp./Art Supp.	358.02
CITY OF WILLOW LAKE	Water & Sewer	367.88
CLARK COMMUNITY OIL CO.	Fuel	3,658.35
CLARK COUNTY COURIER	Legal Proceeds.	292.27
COOK'S WASTEPAPER	Garbage Serv.	138.32
DACOTAH INSURANCE	Insurance	178.00
DAKOTA PORTABLE TOILETS, INC.	Rental Fees	195.00
DUENWALD TRANSPORTATION LLC	Athletic Transp.	2,109.29

GOODWILL OF THE GREAT PLAINS	Shredding Serv.		565.00
HAUFF MID-AMERICA SPORTS INC	Medals		167.20
HOLIDAY INN EXPRESS & SUITES	Rooms		256.98
HOUGHTON MIFFLIN HARCOURT	Wkbks		10.00
LORI HOVDE	Health Ins. Reimb.		545.00
INCIDENTAL FUND	Shawn Hansen	VB Off./Mlg.	113.30
	Robin Hartley	VB Off.	80.00
	Deb Schlagel	VB Off.	80.00
	Julie Bjerke	VB Off./Mlg.	96.28
	SD DCI	Background Check	43.25
	Jay Larsen	FB Off./Mlg.	126.62
	Lyle Claussen	FB Off.	80.00
	Mike Lockrem	FB Off.	80.00
	Matt Schmidt	FB Off.	80.00
	Hans Sacrison	FB Off.	80.00
	SDASBO	Conf. Fees	50.00
	Argus Leader	Subscription	31.55
	LATI/CE	Dues & Fees	129.00
	NEC	Conf. Fees	250.00
	Dakota Assemblies	Dues & Fees	375.00
	Faulton Land & Range	Dues & Fees	184.00
	SD DCI	Background Check	43.25
	Hamlin School	Entry Fee	75.00
	US Postmaster	Postage	21.80
	Clark Co. Treasurer	Title Fees	14.00
	Nicole Yseth	VB Off./Mlg.	126.62
	Vonda Bjorklund	VB Off.	80.00
	SDVBCA	Dues & Fees	60.00
		TOTAL INCIDENTAL FUND:	2,299.67
JMH AUTO REPAIR	Oil Chg.		76.78
PATTI JOHNSON	Health Ins. Reimb.		545.00
SCOTT KLAUDT	Meal Reimb.		17.85
LAKE GROCERY	Supp.		5.59
MCGRAW-HILL	Wkbks		142.01
MENARDS	Supp.		43.96
MID CENTRAL ED. COOP.	Course Fee		325.00
NESC	Gen. Serv.		134.25
NORTHERN WIRELESS COMM.	Internet Serv.		49.95
NWPS	Utilities		2,502.10
OFFICE PEEPS INC	Chairs		357.54
J.W. PEPPER & SONS	Sheet Music		588.99
RAMKOTA INN	Room		183.98
SANFORD HEALTH	Bus Dr. Phy.		125.50
SCHOOL SPECIALTY	Supp.		271.59
SCHUNEMAN EQUIPMENT CO.	Parts		289.98
SD 4-H/CHARACTER COUNTS	Consultant		930.00
SD DEPT OF LABOR	Unemploy. Claim		882.00
SFM	Work Comp		814.00
DAN TONAK	Health Ins. Reimb.		545.00
VARIETY FOODS	FFVP		448.14
ADDITIONAL PAYROLL:	Diane Anderson	Sub Bus Dr.	1,092.59
	James Anderson	Sub	280.00
	Cory Bratland	Bd. Mtgs.	100.00
	Kim Bratland	Ex. Bus Trips	20.00
	Renae Burke	Sub	320.00
	Rory Burke	Sub	80.00
	Kayla Edleman	Ex. Bus Trips	60.00
	Jim Felberg	Tech Coord.	611.82

	Jess Fryslie	Dance Clean-up	125.00	
	Amanda Glanzer	Sub	128.64	
	Jamie Hohm	Bd. Mtg./Mlg.	54.44	
	Christina Kannegieter	Ex. Bus Trips/Sub Bus Dr.	255.80	
	Kerwin Kannegieter	Sub Bus Dr./Ex. Bus Trip	163.86	
	Lois Kannegieter	Sub	187.52	
	Emily Koenig	Reimb. Ins.	150.00	
	Cindy Maffei	Sub	198.20	
	Anne Redinger	Sub	440.00	
	Caryl Schmidt	Bd. Mtgs.	150.00	
	Dawn Spieker	Ex. Bus Trip	20.00	
	Brandon Stahl	Ex. Bus Trips	180.00	
	Julayne Thoreson	Bd. Mtgs.	150.00	
	Ashley Tonak	Sub	520.00	
	Paula Warkenthien	Bd. Mtgs.	150.00	
	Aaron Wicks	Bd. Mtgs.	150.00	
	Stan Zantow	Ex. Bus Trips	221.01	
		TOTAL ADD. PAYROLL:	5,808.88	
SALARIES & BENEFITS:	Elementary		51,591.72	
	Junior High		18,185.23	
	High School		25,564.03	
	Preschool		538.57	
	Title Programs		5,816.93	
	Guidance		1,405.67	
	Library		2,098.96	
	Technology		2,858.10	
	Board of Ed.		57.40	
	Administration		15,437.40	
	Operations & Maintenance		4,477.95	
	Pupil Transportation		3,666.10	
	Extra-Curricular		1,320.24	
TOTAL GEN. FUND:			\$161,060.20	
<u>Cap. Outlay:</u>				
APPLE INC	I-Pads		27,939.80	
MARCO, INC.	Copier Lease		1,409.47	
MCGRAW-HILL	Texts		635.11	
SPORTS GRAPHICS	Score Table/Mats		6,119.00	
TOTAL CAP. OUTLAY:			\$36,103.38	
<u>Sp. Education:</u>				
SALARIES & BENEFITS:			9,646.73	
ADDITIONAL PAYROLL:	Anne Redinger	Sub	290.00	
	Paula Warkenthien	Bd. Mtgs./Mlg.	157.72	
		TOTAL ADD. Payroll:	447.72	
NESC	Oct. Serv.		1,175.53	
SFM	Work Comp		82.00	
TOTAL SP. EDUCATION:			\$11,351.98	
<u>Food Serv.:</u>				
SALARIES & BENEFITS			2,566.66	
ADDITIONAL PAYROLL:	Amanda Glanzer	Sub	32.16	
	Lois Kannegieter	Sub	16.88	
	Sharon Symens	Sub	48.50	
		TOTAL ADD. PAYROLL:	97.54	
DEAN FOODS	Milk		740.31	
HUBERT CO.	Equip.		195.68	
LAKE GROCERY	Food		78.12	

REINHART FOOD SERV.	Food	2,552.38
SD DEPT OF ED.	Food	321.90
SHAMROCK COLONY	SFSP Meals	1,116.50
STAR LAUNDRY	Clean. Serv.	54.40
VARIETY FOODS	Food/Supp.	856.41
TOTAL FOOD SERV.:		\$8,579.90
TOTAL ALL FUNDS:		\$217,095.46

Facilities

- Dean Marske, with HKG Architects, was in attendance to discuss the feasibility study that was recently completed on district facilities. He presented three different options, reviewed them and explained costs behind each option. The board discussed potential modifications that could be made and reviewed at the November regular meeting.
- **Action Item #5:** Motion by Bratland, second by Thoreson to accept option #2 with modifications and clarifications. Bratland, aye; Thoreson, aye; Warkenthien, nay; Wicks, aye; and Schmidt, aye. Motion carried 4-1.
- Business Manager Burke reported that repairs will need to be made to the MPR freezer/refrigerator.

Business and Finance

- Cash Flows were reviewed as of September 30, 2014.
- With the new regulations governing meal prices, it was reported that the adult meal price should be \$3.05/adult meal, not \$3.00/adult meal. It was the general consensus of the board to absorb the \$.05/adult meals sold with previous year fund balance and leave the adult meal price as is.

Transportation

- President Schmidt opened sealed bids for the two surplus buses.
- **Action Item #6:** Motion by Warkenthien, second by Thoreson to accept the bid from Dan Duenwald in the amount of \$1,500 for the 1997 International bus. All present voting yes, motion carried.
- **Action Item #7:** Motion by Warkenthien, second by Wicks to accept the bid from Mike Hovde in the amount of \$600 for the 1993 International bus. All present voting yes, motion carried.

Policies and Procedures

- Board Members reviewed Section C of the student handbook. The remainder of Section C, along with D, E and F will be reviewed at the November regular school board meeting.
- **Action #8:** Motion by Thoreson, second by Bratland to approve the music department surplus list at no value. All present voting yes, motion carried.

Superintendent/Principal Report

- Parent-Teacher conferences will be held Thursday, October 30th, from 3:00 p.m. to 8:00 p.m. There will be no school Friday, October 31st.
- Elem. Principal Bruns reported that 28 students took part in the preschool screening and reviewed scores.
- Elem. Principal Bruns reported on the reading programs in place and on student progress that has been made thus far.
- It was reported that PSAT testing will take place October 15th, with 6 students testing. The sophomores will be taking the ASVAB test on October 17th. The deadline to register for the December 13th ACT test date is December 7th.
- Supt. Klautd attended the Aberdeen School Law Seminar and gave an update on different topics discussed.
- **Action Item #9:** Motion by Wicks, second by Bratland to approve Julayne Thoreson as the ASBSD Delegate, with Paula Warkenthien as the alternate. All present voting yes, motion carried.
- Flu vaccinations for students and staff will take place on October 15th, with the Clark Co. Community Health Nurse.
- Supt. Klautd read the technology update and report prepared by H.S. Principal Serna, who was absent.

Activity Director Report

- Supt. Klautd reported that he will meet with co-op board members, at the conclusion of the fall activities, to address any concerns, etc.

NESC Updates: Board Member Warkenthien reported that the NESC approved a contract for a behavior analyst specialist at \$3,000.

The next regular meeting of the Willow Lake School Board will be on November 10, 2014 at 7:00 p.m., in the Willow Lake School Business Office.

Adjournment:

Action Item #10: Motion by Thoreson, second by Wicks, to adjourn at 8:56 p.m. All present voting yes, motion carried.

Caryl Schmidt, President

Melissa Burke, Business Manager