

SELBY AREA SCHOOL DISTRICT 62-5

The annual meeting of the Selby Area School Board was held on Monday, July 9, 2018. Vice Chairman, Tom Fiedler, called the meeting to order at 7:03 p.m. Tom Fiedler, Matt Mortenson, Pat Starks, Christine Sawinsky, Mike Hirsch and Steve Zabel were present. Brian Begeman arrived at 7:20 p.m. Also present were, Don Knecht, Business Manager, Darrel McFarland, Superintendent, Yvette Houck, Principal, and Sharon Wolff, *Selby Record* representative.

Motion 83-18 made by Starks, seconded by Sawinsky to approve the proposed agenda. All voted aye.

Motion 84-18 made by Hirsch, seconded by Zabel to approve the minutes of the June 11, 2018 Regular Board Meeting. All voted aye.

Motion 85-18 made by Starks, seconded by Hirsch to approve the June 2018 financial reports as follows: All voted aye.

GENERAL FUND Balance 06-01-18 \$1,010,621.52; Receipts: Ad Valorem Taxes \$83,596.06; Mobile Home Taxes \$4,188.34; Prior Years' Taxes \$65.78; Penalties \$375.97; Interest \$494.35; Gate Receipts -\$812.20; Misc. \$2,357.07; County Apportionment \$6,719.88; State Aid \$3,919.00 Federal Reimbursement \$41,166.00; Contract/Benefits & Payables \$188,553.36; Expenditures: \$346,286.41; Balance 06-30-18 **\$994,958.72.**

CAPITAL OUTLAY FUND Balance 06-01-18 \$1,082,294.09 Receipts: Ad Valorem Taxes \$22,771.84; Mobile Home Taxes \$531.29; Prior Years' Taxes \$13.86; Penalties \$56.52; Interest \$529.40; Donations \$1,500.00; Accounts Payable \$6,077.80; Expenditures: \$42,724.54; Balance 06-30-18 **\$1,071,050.26.**

SPECIAL ED. FUND Balance 06-01-18 \$241,304.93 Receipts: Ad Valorem Taxes \$17,520.30; Mobile Home Taxes \$407.65; Prior Years' Taxes \$8.15; Penalties \$43.20; Interest \$118.03; Federal Reimbursement \$51,152.00; Contracts/Benefits & Payables \$3,414.24; Expenditures \$38,751.60; Balance 06-30-18 **\$275,216.90.**

PENSION FUND Balance 06-01-18 \$140,759.01; Receipts/Taxes/Interest—\$68.85; Expenditures \$0.00; Balance 06-30-18 **\$140,827.86.**

LUNCH FUND Balance 06-01-18 \$10,597.69; Receipts: Student Meals \$-148.50; Adult Meals \$-9.50; State Reimbursement \$430.99; Federal Reimbursement \$2,846.22; Contracts/Benefits Payable \$575.06; Expenditures: \$10,341.22; Balance 06-30-18 **\$3,950.74.**

ENTERPRISE FUND Balance 06-01-18 \$3,580.20; Receipts: Fees \$100.00; Accounts Payable \$2,000.41; Expenditures: \$3,000.41; Balance 06-30-18 **\$2,680.20.**

FIDUCIARY (TRUST AND AGENCY) Balance 06-01-18 \$78,394.95; Receipts \$6,489.14; Expenditures \$8,110.98; Balance 06-30-18 **\$76,753.11.**

PRIVATE PURPOSE TRUST FUND Balance 06-01-18 \$9,609.79; Receipts \$0.00; Expenditures \$0.00; Balance 06-30-18 **\$9,609.79.**

Motion 86-18 made by Starks, seconded by Zabel to approve the Fiduciary (Trust & Agency) Report for June, 2018. All voted aye.

Motion 87-18 made by Hirsch, seconded by Reilly to approve the following bills. All voted aye.

BILLS PRESENTED TO THE SCHOOL BOARD July 9, 2018

General Fund – June Expensed Payroll: \$136,614.83—Elementary \$50,904.55; Paraprofessionals \$7.64; Junior High \$15,142.72; Annuities 28.00; High School \$31,682.50; Annuities 172.00; REAP Title IV \$,1250.00; REAP Title II \$1,625.00; Title I \$3,125.00; Other Guidance \$358.30; Principal \$6,012.56; Title I Administrative \$166.70; Business Office \$1,290.00; Maintenance \$7,987.26; Transportation \$12,064.42; Extra Curricular \$4,797.88.

Special Education – June Expensed Payroll: Paraprofessional \$14.83.

July Payroll:

General Fund- Administration \$8,336.42; Business Office \$4,289.08; Transportation \$2,937.58; Contracts Payable \$73,047.08; Sub-Total General Fund \$88,610.16

Special Education- Contracts Payable \$14.83.

SD Retirement System	\$ 4,937.93
Avera Health	19,088.01
Principal, dental/vision insurance	1,025.44
Life Insurance	47.35
Dept. of Treasury, IRS	<u>\$ 6,383.29</u>
 Total Regular Payroll	 \$ 120,107.01

EXPENSED JUNE BILLS:

General - Aberdeen Awards (awards) 167.00; Amazon (supplies) 14.60; Best Western Ramkota (lodging golf) 735.92; Cardmember Service (fees/travel/) 987.91; Century Business Products (Kyocera contract) 232.33; City of Selby (water and sewer) 180.69; Cole Papers (supplies) 691.97; Diamond Dry Cleaning (band uniforms) 307.50; Foreman Sales (supplies) 76.41; Hauff Mid America Sports (awards) 165.00; Heartland Waste (garbage removal) 527.50; J Gross Equipment (repair/maint) 1,948.85; JW Pepper (band music) 47.97; John Deere Financial (supplies) 3.00; Ken’s Western Lumber (supplies) 53.15; Lodge at Deadwood (travel) 246.00; Mobridge Regional Hospital (county health screening) 701.52; MDU (gas and electric) 2,143.13; Northern Plains (supplies) 251.75; Pfitzer Pest Control (maint) 100.00; Praxair Distribution (supplies) 92.59; ProTec Roofing (repairs) 346.94; Riverside Technologies (technology) 2,052.00; Runnings Supply (supplies) 195.16; Selby Area School (postage 761.16, awards 45.00) 806.16; Selby Auto (repairs/maint) 97.50; Selby Oil (repairs/maint) 496.00; Selby Record (official publication) 103.72; Shorty’s One Stop (fuel/supplies) 358.83; Thorstenson Trucking (drug test) 35.00; Venture Communications (telephone) 315.48; Von Wald Law Office (legal services) 856.00.

Capital Outlay – BSN Sports (athletic chairs) 3,184.70; McGraw Hill Education (textbooks) 640.36.

Special Education- OAHE Coop (services) 3,370.90

Other Enterprise – Lyle Signs (supplies) 50.00; Shorty’s One Stop (fuel) 150.41 VanderVorst, Kenneth (drivers education) 1,800.00.

JULY BILLS:

General – ASBSD (dues) 895.11; Cole Papers (supplies) 3,719.90; Marin Biel Insurance (property & vehicle insurance/surety bond) 18,561.20; NASSP (fees) 385.00; Workers Comp Fund (work comp dues) 6,029.00.

Capital Outlay- SHI (software) 1,262.70.

Food Service- Workers Comp Fund (work comp dues) 1,061.00.

Total	Expensed-General	\$ 15,337.08
	Expensed-Capital Outlay	6,077.80
	Expensed-Special Education	3,370.90
	Expensed-Other Enterprise	<u>2,000.41</u>
	General	29,590.21
	Capital Outlay	1,262.70
	Food Service	<u>1,061.00</u>
	Expenditures	\$ 58,700.10

Visitors/Comments from audience: Kara Eisemann, Pam Rabenberg, Robin Rau, and Sharon Wolff.

No comments were given.

Mr. McFarland presented the 2018-2019 budget as published July 05, 2018, page 8 in the *Selby Record* for the Budget Hearing.

Oahe Special Education Cooperative, Tom Fiedler representative, summarized the meeting of June 18, 2018. The official proceedings have been published in the *Selby Record*, June 28, 2018, page 9.

Fiedler adjourned the meeting at 7:16 p.m.

The oath of office was administered to Mike Hirsch, and Brian Begeman by Donald Knecht.

Superintendent McFarland then called the annual meeting to order at 7:19 p.m.

Motion 88-18 made by Starks, seconded by Sawinsky to approve the proposed agenda. All voted aye.

Superintendent McFarland opened the floor for Chairperson of the Board nominations.

Zabel nominated Brian Begeman for Board Chairman.

Motion 89-18 made by Starks, seconded by Fiedler to cease nominations casting a unanimous ballot. All voted aye. Brian Begeman was declared Board Chairman.

Begeman reconvened the meeting and asked for nominations from the floor for Vice Chairman.

Starks nominated Fiedler for Vice Chairman of the Board.

Motion 90-18 made by Zabel, seconded by Sawinsky to cease nominations casting a unanimous ballot. All voted aye. Tom Fiedler was declared Board Vice Chairman.

Motion 91-18 made by Zabel, seconded by Sawinsky to establish the second Monday of each month at 7:00 p.m. as the date and time for regular school board meetings and to set board members' pay at \$60 plus mileage at state rates, currently \$.42/mile. All voted aye.

Motion 92-18 made by Sawinsky, seconded by Fiedler, to designate the *Selby Record* as the official newspaper and BankWest as the official depository of school funds. All voted aye.

Motion 93-18 made by Starks, seconded by Hirsch to authorize the Superintendent to be in charge of federal programs. All voted aye.

Motion 94-18 made by Sawinsky, seconded by Mortenson to accept the following Business Manager Resolution: All voted aye.

Be it hereby resolved in accordance with SDCL 4-5-8 and 4-5-9 that the Board of Education of the Selby Area School District No. 62-5 authorizes the Business Manager as the District's Fiscal Agent to:

- Execute loans from among the District funds as needed at 0% interest in order to provide the necessary funds for proper cash flow;
- Invest school funds within the parameter prescribed by law after providing for proper cash flow;
- Establish and control accounts as needed;
- Credit interest earned to each individual fund to include the fiduciary fund. Interest will be transferred at year end to the General Fund to accommodate for administrating said funds;
- Be responsible for fixed assets;
- Be responsible for Fiduciary Funds with Superintendent as alternate;
- Establish \$100,000 Business Manager Surety bond;
- Be the authorized agent for the SD Retirement System; and
- Be responsible for records retention and disposal.

Motion 95-18 made by Zabel, seconded by Sawinsky to direct the Business Manager to publish salaries of all school staff members as prescribed by law. All voted aye:

Ackerman, Delbert	14,560.30	McFarland, Darrel	100,037.00
Arbach, Janine	14.05/ hr	Miklos, Karen	12.99 / hr
Biel, Kimberly	44,220.00	Miklos, Sylvia	15,940.30
Bohle, Brandice	13.14 / hr	Miklos, Thomas	35,251.00
Bostelmann, Jessica	38,550.00	Moser, Teri	13.20 / hr
Collins, Nathaniel	40,470.00	Nash, Marie	14.05/ hr
Deal, Allison	38,350.00	Obele, Todd	53,812.50
Dryer, Bridgett	12.74 / hr	Opheim, Dixie	43,678.71
Eilert, Naomi	39,000.00	Raba, Donald	13,780.30
Eisemann, Kara	44,822.50	Rabenberg, Pamela	44,680.00
Goehring, Marnie	47,718.00	Rau, Robin	46,290.00
Hettick, Alexis	42,037.50	Rausch, Donna	48,567.50
Hettick, Chris	51,145.00	Russell, Cheyenne	14.05/ hr
Holder, Josephine	12.57 / hr	Ruzsa, Becky	14,940.30
Houck, Yvette	64,960.51	Schanzenbach, Linda	51,444.50
Knecht, Donald	51,469.00	Schmidt, Jody	52,791.50
Knecht, Michelle	12.49 / hr	Skersick, Kari	37,750.00
Lutz, Larry	14,995.30	Werkmeister, Rodney	13.55/ hr
Martin, David	14.55 / hr		

Motion 96-18 made by Hirsch, seconded by Zabel to designate the Business Manager, Superintendent, Board Chairman, and Board Vice Chairman, i.e., Don Knecht, Darrel McFarland, Brian Begeman and Thomas Fiedler, respectively, to sign General Fund warrants. All voted aye.

Motion 97-18 made by Starks, seconded by Sawinsky to maintain lunch and breakfast meal prices. (Prices as follows: K-6 Lunch \$3.25, breakfast \$2.00; 7-12 Lunch \$3.50, breakfast \$2.25, and adult Lunch \$4.50, breakfast \$2.75.) All voted aye.

Motion 98-18 made by Fiedler, seconded by Zabel to set activity ticket prices at \$20/student and \$30/adult and gate admission prices at \$3/student and \$5/adult. All voted aye.

Motion 99-18 made by Sawinsky, seconded by Hirsch to approve Board committees for 2018-2019 as follows. All voted aye.

Athletic Cooperative	Curriculum/Policy	Oahe Special Ed.
Budget/Finance	Library	Personnel/Negotiations
Buildings/Grounds	Lunch	Transportation

Motion 100-18 made by Starks, seconded by Hirsch to approve membership in the Emergency School Bus Mutual Assistance Pact for the 2018-2019 school year. All voted aye.

Motion 101-18 made by Starks, seconded by Mortenson to set mileage re-imburement for school employees at the state rate, currently \$.42/mile and meal reimbursement rates as follows: adult breakfast \$6, lunch \$11, and supper \$15; student breakfast \$7, lunch \$7, and supper \$7. All voted aye.

Motion 102-18 made by Zabel, seconded by Fiedler to approve the athletic support personnel pay schedule for officials, scorebook, clock, and line judges. All voted aye

Motion 103-18 made by Starks, seconded by Sawinsky to approve substitute teacher pay at \$100/day and long term substitute pay at \$110/day. All voted aye.

Mr. McFarland advised the Board that the School District is following the provisions of the Child Internet Protection Act through the use of a content filter (fire wall) and our Internet Safety/Acceptable Use Policy.

Motion 104-18 made by Fiedler, seconded by Hirsch to approve the hourly rates for classified employee substitutes at \$10.50 per hour; certified extra-curricular bus drivers at \$15.00 per hour driving time, non-certified extra-curricular bus drivers at \$10.00 per hour driving time, and \$8.50 per hour for

layover time; and extra-curricular support workers at \$10.00 per game/match for adults and \$5.00 per game/match for students. All voted aye.

Motion 105-18 made by Starks, seconded by Sawinsky to approve volunteers for volleyball and football (VB=Taylor Kindelspire, FB Justin Baumann and Justin Karst). All voted aye

1st reading of 2018 policy revisions and additions was held.

Motion 106-18 made by Sawinsky, seconded by Fiedler to approve advertising for a half-time Title I and half time classroom para-professional. All voted aye

Motion 107-18 made by Starks, seconded by Hirsch to approve amended contracts. All voted aye.

Motion 108-18 made by Zabel, seconded by Fiedler to approve Sam Glantzow as the head Cross Country coach. All voted aye.

Administrators Report: Superintendent McFarland informed the board of the following: The FY 17 final audit books are available for review at the business office. The ASBSD-SASD conference will be August 9-10th. The janitors are progressing well with the summer maintenance. The Walk-in freezer is scheduled to arrive on July 17th. The camera and door lock system project is being worked on. The gym will be secured July 16-24 for floor cleaning. Quotes will be obtained to replace the suburban. Chairman Begeman noted that Midcontinent wants to film a commercial with Trevor Begeman at the school. The board was fine with the request.

Begeman adjourned the meeting at 7:47 p.m.

Donald Knecht, Business Manager

The above minutes approved at the next regular school board meeting to be held on Monday, **August 13, 2018 at 7:00 p.m.**

Presiding Officer
Brian Begeman, President
Selby Area School District No. 62-5

Business Manager

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