

MINUTES  
BOARD OF EDUCATION  
July 14, 2008

The School Board of Beresford School District 61-2, Union County, Beresford, SD held their regular meeting at 6:00 p.m. at the south campus library. Those Board members present were: President Sue Christensen, Kathryn Bork, Shelby Docken, Dennis McKelvey, Ric Morren, Deb Bergland and Brad McCoy. Also present were Superintendent Brian Field and Business Manager Norma Brunick.

The Superintendent's report was given by Brian Field.

Superintendent Field informed the board of the following grants awarded to the Beresford School for the 2008-2009 school year:

PEP Grant written by Mr. Klungseth \$185,445.00

21<sup>st</sup> Century Grant written by Mrs. Namminga for Woodfield Center \$70,245.00

Tobacco Prevention Grant written by Mrs. Pratt \$5,000.00

Superintendent Field gave an update on the summer capital outlay projects, which included tuckpointing at the north campus, HVAC and roofing at the south campus, as well as other improvement to the facilities and grounds.

A motion (M01-09) was made by Ric Morren, and seconded by Deb Bergland to adopt the agenda with the following additions as item #22 (a) accept staff resignation, (b) approve management contract for 403 (b) annuities. All present voted yes.

A motion (M02-09) was made by Kathryn Bork, and seconded by Brad McCoy to approve the Minutes as published for the June 9, 2008 regular meeting. All present voted yes.

A motion (M03-09) was made by Shelby Docken, seconded by Dennis McKelvey to approve the financial reports.

**General Fund** beginning balance \$1,489,647.29. Receipts: Local \$227,575.26, County \$21,325.20, State \$177,984.00, Reimbursable Expenses \$2,084.82. Disbursements of \$356,499.00 and an ending balance of \$1,562,117.57. **Capital Outlay Fund** beginning balance \$308,926.77. Receipts: Local \$95,873.62. Disbursements of \$23,786.84 and an ending balance of \$381,013.55. **Special Education Fund** beginning balance \$83,427.35. Receipts: Local \$67,753.16, State \$.00, Federal 2,471.97 Reimbursable Expenses \$0. Disbursements of \$48,479.07 and an ending balance of \$105,173.41 **Pension Fund** beginning balance \$118,076.92. Receipts: Local \$14,513.62. Disbursements of \$1,110.67,-, and an ending balance of 131,479.87. **Woodfield Center** beginning balance \$387,240.94. Receipts: Local \$6,116.28, State \$16,506.20, disbursements of \$30,771.24 and an ending balance of \$379,092.18. **Bond Redemption Fund** beginning balance of \$93,536.11. Receipts: Local \$53,112.07.

Disbursements of \$787.47 for an ending balance of \$145,860.71. **Food Service Fund** beginning balance \$19,672.47. Receipts: Local \$1,889.82, State \$.00, Federal \$4,384.92, Reimbursable Expenses \$0. Disbursements of \$12,829.50 and an ending balance of \$13,117.71.

All present voted yes.

A motion (M04-09) was made by Kathryn Bork, seconded by Ric Morren to approve the following claims for July:

Alfac, insurance, \$1,860.19; Comrisk Insurance, insurance, \$1,233.52; Delta Dental, insurance, \$4,992.66; WellMark, Insurance, \$38,179.16; Fort Dearborn, Insurance \$327.60; A&B Business Equipment, supplies, 212.00; Anacon Leasing, copier lease, 3,850.00; Andrews, Dan, freshman academy, 75.00; Apple Computer, computer equipment, 39,849.48; Area II Business Managers, dues, 75.00; Associated School Boards of SD, membership dues, 753.68; AutoSkill International Inc., Tech support; 1,200.00; Backyard Gardens, plants, 366.08; Baudville, supplies 34.84; Beresford School District, tuition, 1,186.71; Beresford Schools T&A, board share cheer coach, 500.00; Bonte, Deb, travel expense, 24.96; Boys Town Press, supplies, 60.40; Brennan, April, freshman academy, 100.00; Buhl's Cleaners, band uniform cleaning, 628.00; Children's Care Hospital & School; tuition/residential services, 4,952.91, Christensen, Susan, travel expense, 49.92; Christensen Tree Service, tree removal, 1,200.00; City of Beresford, utilities, 9,889.62; CLM Group Inc, software support, 947.00; Cole Papers Inc, custodial supplies, 2,864.80; Conklin, Pam, travel expense, 120.00; County Line Storage, storage rental, 50.00; Crucial Technology, computer equipment, 1,247.74; Dakota-Link Access Centers, services, 193.03; Daubys Sport Center, track awards, 214.34; Diefendorf, Tricia, mileage, 82.56; D-P Tools Inc, supplies, 54.95; Earthgrains Company, food service, 86.70; EBSCO, subscription renewals; 2,047.11; Edmunds Scientifics, supplies, 417.25; Evan-Moor, supplies, 80.96; Farmer's Co-Op Elevator, supplies, 184.10; Fiesta Foods, supplies, 231.87; First National Bank (Visa), elem prin supplies, 393.65; FLR Sanders, Inc., Gym floor refinishing, 22,401.20; G&R Controls, HVAC upgrade, 66,135.60; Goodwin Tucker, food service repairs, 61.96; Graham Tire, bus tires, 208.54; Great Plains Internatio, bus parts, 1,468.98; Gregory, Kaycie, freshman academy, 45.00; Harlow's Bus Sales, Inc., bus parts, 1,411.12; Harrison, Michael, freshman academy, 100.00; Hauff Mid-America Sports, athletic field paint, 239.70; Hillyard, custodial supplies, 18,064.62; Houghton Mifflin, workbooks, 3,635.95; Janitor's Closet, custodial supplies, 1,043.72; Jerry's Chevrolet of Beresford, bus parts, 22.28; K&M Music, band music, 15.65; Karr Tuckpointing, tuckpointing, 55,097.00; Key Curriculum Press, workbooks, 123.25; Kribell, Jim, travel expense, 10.00; Lego Education, supplies, 535.57; Lepke, Scott, custodial supplies, 51.97; Library Video Company, AV materials, 267.02; Linqi Systems, textbooks, 233.00; Linweld, Vo-Ag supplies, 29.45; Marco Products, guidance supplies, 54.85; McBride, Daniel, freshman academy, 75.00; McGraw-Hill Companies, workbooks; 4,511.84; MidAmerican Energy, natural gas, 1,187.16; Mork, David, services, 75.00; Morren, Ric, travel expense, 83.20; Muller Auto Parts, bus parts, 277.82; Music in Motion, library dvd's, 159.00; Music is Elementary, supplies, 176.47; Namminga, Stacey, supplies, 81.46; NCA, accreditation dues, 1,050.00; Olson's Hardware, custodial supplies, 2,156.89; Oriental Trading Company, supplies, 77.55; PRCE, board share, 3,000.00; PCI Educational Publishing, supplies, 263.78; Pearson Education, textbooks, 713.95; Pedersen Machine, bus parts, 142.81; Pitsco, workbooks, 217.79; Plank Road Publishing, subscription, 152.00; Pratt A/V, smart boards, 3,979.00; Pratt, Michelle, freshman academy, 625.00; Primary Concepts, supplies, 226.49; Pro-ed, workbooks, 125.40; Quam &

Berglin, audit services, 2,150.00; Ramkota Inn, lodging, 242.99; Riversource Life Insurance, yearly retirement, 21,675.00, Saf-T-Net Alertnow, communications system, 1,798.50; Sanford Occupational Medicine, bus driver drug tests, 135.00; SASD, membership dues, 2,517.75; School Nurse Supply, nurse supplies, 285.38; School Specialty Supply, carpet, 21,080.64; SD Achieve, services, 2,085.65; SDN Technologies, services, 800.00; Sioux Falls Argus Leader, periodicals, 36.25; Software Unlimited Inc, workshop fee, 3,220.00; Southeast Area Co-op, paper supplies, 10,902.87; Standard Stationery Supply, elementary supplies, 567.95; Staples Credit Plan, label printer, 390.91; Successories, supplies, 184.94; Summit Learning, supplies, 96.75; Teacher Direct, supplies, 38.78; Teacher's Discount, supplies, 35.73; Van Noort, Samuel, freshman academy, 60.00; Waterman Backhoe & Septic Service, services, 100.00; Wyatt, Chas, freshman academy, 75.00.

**June Payroll: General Fund \$617,181.93; Special Education \$62,551.97; Woodfield Center \$45,162.43; Food Service \$10,925.14; and Community Education \$12,520.59**

All present voted yes.

A motion (M05-09) was made by Brad McCoy, and seconded by Shelby Docken to approve the following staff contracts and changes:

Connie Kribell ½ Time custodial \$9.80/hr  
Karmon Schroeder ½ time to 5/8 time \$17,672.00  
Mary White Special Education teacher \$37,650.00

All present voted yes.

A motion (M06-09) was made by Ric Morren, and seconded by Dennis McKelvey to approve the 2008-2009 Consolidated Title Application. All present voted yes.

A motion (M07-09) was made by Shelby Docken, and seconded by Dennis McKelvey to approve open enrollment applications #O09-1 and #O09-2. All present voted yes.

A motion (M08-09) was made by Dennis McKelvey, and seconded by Deb Bergland to approve home school application #H09-01. All present voted yes.

A motion (M09-09) was by Ric Morren, and seconded by Kathryn Bork to approve membership in the Emergency School Bus Assistance Pact. All present voted yes.

A motion (M10-09) was made by Deb Bergland, and seconded by Shelby Docken to approve the following contingency transfer:

Audit Services	
10-2317-00-319-0	\$ 150.00
Transportation	
10-6500-00-110-19	\$1,100.00
Contingency	
10-7000-00-690-0	\$1,250.00

All present voted yes.

A motion (M11-09) was made by Ric Morren, and seconded by Dennis McKelvey to approve the following budget supplements:

Special Education		
22-1222-000-110-00	\$	75.00
Food Services		
51-2561-00-410-0	\$	1,135.00
51-4900-810-0		290.00

A motion (M12-09) was made by Dennis McKelvey, and seconded by Shelby Docken to approve the 2006-2007 Audit Report. All present voted yes.

A motion (M13-09) was made by Dennis McKelvey, and seconded by Ric Morren to approve the 2008-2011 Student Teacher contract with USD. All present voted yes.

A motion (M14-09) was made by Brad McCoy, and seconded by Kathryn Bork to approve the LSS/Woodfield Center Agreement. All present voted yes.

A motion (M15-09) was made by Dennis McKelvey, and seconded by Ric Morren to cast the board vote for Terry Nebelsick for the SDHSAA Division II representative. All present voted yes.

The following committee reports were given:

- Policy Committee
- Negotiations Committee
- Evaluations Committee.

The final reading was held on the Co-Curricular Activities Code of Conduct policy. A motion (M16-09) was made by Ric Morren, and seconded by Deb Bergland to approve the Co-Curricular Activities Code of Conduct policy. Vote: Yes – 6, No – 1. Motion carried.

A motion (M17-09) was made by Kathryn Bork, and seconded by Shelby Docken to accept the resignation of Mike Limmer as MS Principal/Curriculum Director/Staff Development Coordinator with the following assessment \$1,500.00. All present voted yes. The board would like to thank Mr. Limmer for his service to the Beresford School District.

There was discussion concerning the new IRS regulations involving 403(b) annuity contributions. The consensus of the board was to enter into a contract with CPI Management to comply with the new regulations.

At 7:00 the Annual Budget Hearing was held.

A motion (M18-09) was made by Dennis McKelvey, and seconded by Ric Morren to adopt the 2008-2009 budget as presented and to authorize the Business Manager to certify tax levies to the County Auditors as follows for the 2008-2009 school year: General Fund: Ag, \$2.61; OO, \$4.10; Non Ag-Z, \$3.61; and Other \$8.78. Opt Out, \$90,000.00. Special Education: \$1.40, Capital

Outlay, \$3.00; Pension Fund, \$.30; and Bond Redemption Fund, \$341,258.00. All present voted yes.

At this time President Sue Christensen presented Kathryn Bork a plaque to commemorate and thank her for 6 years of service to the Beresford School District.

A motion (M19-09) was made by Kathryn Bork, and seconded by Shelby Docken to adjourn the meeting at 7:20. All present voted yes.

The board took a fifteen minute recess.

The Board reconvened at 7:35.

The "Oath of Office" for newly elected board member, Doug Wevik was deferred to the August 2008 meeting.

Business Manager Norma Brunick asked for nominations for president of the Board for the 2008-2009 school year. A motion (M20-09) was made by Dennis McKelvey, and seconded by Brad McCoy to nominate Sue Christensen as Board President for the 2008-2009 year. A motion (M21-09) was made by Dennis McKelvey, and seconded by Ric Morren that nominations cease and that a unanimous ballot be cast for Sue Christensen as Board President. All present voted yes.

President Sue Christensen asked for nominations for Vice President. A motion (M22-09) was made by Brad McCoy, and seconded by Deb Bergland to nominate Dennis McKelvey as Vice President. A motion (M23-09) was made by Brad McCoy, and seconded by Ric Morren that nominations cease and that a unanimous ballot be cast for Dennis McKelvey as Vice President of the Board. All present voted yes.

Business Manager Norma Brunick took roll call of board members. Present were: President Sue Christensen, Shelby Docken, Ric Morren, Deb Bergland, Brad McCoy, and Dennis McKelvey. Also present were Superintendent Brian Field and Norma Brunick.

A motion (M24-09) was made by Ric Morren, and seconded by Shelby Docken to have the Beresford Police, Scott Lepke, Kevin Nelson, Brian Field, and the middle school principal as the school truant officers. All present voted yes.

A motion (M25-09) was made by Shelby Docken, and seconded by Brad McCoy to approve the following:

- a. Authorize the Business Manger to continue to use First Federal Bank, First Savings Bank, Public Investment Trust and Wells Fargo as depositories.
- b. To select the Beresford Republic as the official newspaper for the district
- c. To select the law firm of Frieberg, Nelson & Ask as legal counsel.

- d. To select the Jensen Agency to handle our school insurance.
- e. To appoint Norma Brunick as the Business Manager per South Dakota law.
- f. To declare the Superintendent and Business Manager as legal signatures for school reports and accounts, including Federal programs.
- g. To authorize the superintendent and business manager to approve purchasing within legal bid limits.
- h. To designate the superintendent as the school official to call off school for inclement weather.
- i. To establish bonds for the Business Manager, Superintendent, and a blanket policy for school employees.
- j. To appoint the Superintendent as the SAC Advisory Board member.
- k. To declare shortened version of “Roberts Rules of Order” as legal meeting procedures.
- l. To Appoint the Business Manager as the authorized agent for the SD Retirement System and local insurance committee chairperson.
- m. To set state rates for travel meal allowances, both In-State and Out-State for staff as follows:
  - Breakfast \$6.00
  - Lunch \$10.00
  - Dinner \$13.00
- n. To establish student meal allowances as follows:
  - Breakfast \$4.50
  - Lunch \$5.00
  - Dinner \$5.50

All present voted yes.

A motion (M26-09) was made was made by Dennis McKelvey, seconded by Deb Bergland to set the Board meeting dates for the second Monday of each month at 6 p.m.; with the following exception:

October 20, 2008

All present voted yes.

A motion (M27-09) was made by Shelby Docken, seconded by Dennis McKelvey to leave the Board salary at \$75/regular meetings and \$50/special/committee meetings plus .37 cents for mileage. All present voted yes.

The appointment of the representative for the SAC Board of Directors was deferred to August 2008 meeting.

Dennis McKelvey was appointed as the Board delegate and Brad McCoy as alternate for the ASBSD Convention.

A motion (M28-09) was made by Ric Morren, and seconded by Shelby Docken to appoint Pam Conklin as the ADA/Section 504 Coordinator, Jared Olson as the Title IX Coordinator, Brian Field as the Safety Officer, and Kevin Nelson as Homeless Liaison.

A motion (M29-09) was made by Brad McCoy, seconded by Dennis McKelvey to leave the substitute teacher salary for 2008-2009 at \$80/day and \$90/day after 10 consecutive days for the same teacher; and \$8.00/ hour for classified substitutes. All present voted yes.

A motion (M30-09) was made by Ric Morren, seconded by Dennis McKelvey to set the breakfast meal for students K-12 at \$1.20 and adult breakfast at \$1.70. Also to set student meals for lunch K-5 at \$2.10, 6-12 at \$2.15, adult meal at \$3.20, Extra Milk \$.40, Sack Lunch Milk \$.40, and Adult Milk \$.40. All present voted yes.

A motion (M31-09) was made by Ric Morren, seconded by Deb Bergland to leave activity ticket prices the same for the 2008-2009 school year for K-1 \$9.00 fee for Activity Tickets; Grades 2-5 a \$10.00 fee for activity tickets and a \$4.00 fee for planners. Grades 6-12 a combined fee of \$30.00 for planners, dues, and memorials and admission to events, those choosing not to buy the activity ticket will be assessed \$10.00. A \$2.00 Field Trip fee will be assessed at the time of the event. Adult activity tickets at \$50.00 (This includes Booster Club Membership of \$10) Adult Booster Club Only \$10.00. Gate admissions at \$4.00 for Adults and \$2.00 for Students, Doubleheaders \$5.00 for Adults and \$3.00 for Students. Instrument maintenance fee \$30.00 and percussion is \$20.00. All present voted yes.

September 15, 2008 was set for a School Board /Administration Goal Planning Session.

There being no further business a motion (M32-09) was made by Deb Bergland, and seconded by Brad McCoy to adjourn the meeting at 7:50 p.m. All present voted yes.

Approved this \_\_\_ day of August, 2008:

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Norma Brunick, Business Manager

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Susan M. Christensen, Board President