

MINUTES  
BOARD OF EDUCATION  
July 12, 2010

The School Board of Beresford School District 61-2, Union County, Beresford, SD held their regular meeting at 5:30 p.m. at the south campus library. Those Board members present were: President Sue Christensen, Ric Morren, Shelby Docken, and Clifton Carnes. Absent: Dennis McKelvey, Deb Bergland, and Doug Wevik. Also present were Superintendent Brian Field, Business Manager Jared Olson, Principal Scott Lepke, Jane Norling and Jim Haneke.

The Superintendent's report was given by Brian Field including: Community Conversation Discussion Groups and development of a Community Needs Assessment Survey, Preliminary 2010 Dakota STEP Testing Results, and Youth Internship Program Framework for the High School.

A motion (M01-11) was made by Ric Morren, and seconded by Clifton Carnes to adopt the agenda. All present voted yes.

A motion (M02-11) was made by Shelby Docken, and seconded by Clifton Carnes to approve the Minutes as published for the June 14, 2010 regular meeting, June 21, 2010 special meeting, and June 30, 2010 special meeting. All present voted yes.

A motion (M03-11) was made by Ric Morren, and seconded by Shelby Docken to approve the financial reports.

**General Fund** beginning balance \$1,239,253.57. Receipts: Local \$192,066.58, County \$7,573.35, State \$157,085.00, Federal \$24,808.07. Reimbursable Expenses \$1,291.98. Disbursements of \$353,624.40 and an ending balance of \$1,270,295.13. **Capital Outlay Fund** beginning balance \$434,338.27. Receipts: Local \$129,774.73. Disbursements of \$235,377.08 and an ending balance of \$328,735.92. **Special Education Fund** beginning balance \$72,701.84. Receipts: Local \$60,781.66, State \$6,628.00, Federal 1,760.71 Reimbursable Expenses \$200.00. Disbursements of \$96,558.73 and an ending balance of \$45,513.48 **Pension Fund** beginning balance \$269,490.85. Receipts: Local \$12,877.44. Disbursements of \$77,643.40 and an ending balance of 204,724.89. **Bond Redemption Fund** beginning balance of \$122,970.15. Receipts: Local \$41,726.63. Disbursements of \$1,141.76 for an ending balance of \$163,555.02. **Capital Projects** beginning balance \$116,640.43. Receipts: Local \$0.00. Disbursements of \$93,154.98 for an ending balance of \$23,485.45. **Food Service Fund** beginning balance \$18,087.33. Receipts: Local \$2,268.79, State \$.00, Federal \$7,665.05, Reimbursable Expenses \$0. Disbursements of \$29,197.99 and an ending balance of \$(1,176.82). All present voted yes.

A motion (M04-11) was made by Shelby Docken, seconded by Clifton Carnes to approve the following claims for July: Alfac, Insurance 1,997.98; Centerstone Insurance, Insurance

1,327.42; Delta Dental, Insurance 4,716.01; WellMark, Insurance 44,999.35; Fort Dearborn, Insurance 306.00; Avesis, Insurance 1,028.75; Advance Education, Inc., Accreditation Fees 10-11 1,250.00; Apple Financial Services, Computer Equipment 44,294.29; Area II Business Managers, Membership Dues 2010-2011 65.00; Associated School Boards Of SD, Dues 1,099.90; City Of Beresford, Utilities 13,445.17; Clm Group Inc, License Fees 947.00; Farmer's Co-Op Elevator, Custodial Supplies 100.00; Farmers Cooperative Company, Diesel Fuel 5,964.29; Brian Field, Travel Expense 62.35; First National Bank, Debt Service 103,450.00; Follett Software Company, Infocentre Support Renewal 495.00; Geotek Engineering Services, Engineer Services 737.75; Ginny Gustad, National Travel Expense 66.00; Hillyard/Sioux Falls, Custodial Supplies 4,447.96; Liberty Center, Services 1,308.50; Linweld, Vo-Ag Supplies 37.00; Rhonda Peterson, Elementary Supplies 41.99; Riddell/All American, Football Supplies 8,062.00; Saf-T-Net Alernow, Communications System 1,754.50; SASD, Membership Fees 3,247.88; School Specialty Supply, Elementary Supplies 367.13; SD High School Activities Association, Track Officials Fee 110.00; Software Unlimited Inc, Software Maintenance 3,250.00; South Dakota Achieve, Services 595.88; Southeast Area Co-Op, Services 8,886.74; Technology & Innovation In Education, Membership Dues 1,400.00

**June Payroll: General Fund \$644,795.67; Special Education \$115,928.46; and Food Service \$2,084.66.** All present voted yes.

A motion (M05-11) was made by Ric Morren, and seconded by Shelby Docken to authorize the business manager to submit the Title Consolidated Application. All present voted yes.

A motion (M06-11) was made by Clifton Carnes, and seconded by Ric Morren to approve the following contracts:

- Tommy Merriman – Homecoming Variety Show \$250
  - Dawn Coggins – Webmaster \$2,330
  - Rob Wilson – Asst. Track \$2,598
- All present voted yes.

A motion (M07-11) was made by Clifton Carnes, and seconded by Ric Morren to approve open enrollment applications #O11-01 and #O11-02. All present voted yes.

A motion (M08-11) was made by Shelby Docken, and seconded by Clifton Carnes to approve the following contingency transfers:

<b>Contingency Transfer</b>		
<b>SUMMER TERM</b>		
10-1132-000-110-000	Salaries	\$ 1,179.73
<b>LIBRARY SERVICES</b>		
10-2222-000-111-000	Salaries	\$ 418.18
<b>TECHNOLOGY IN SCHOOL</b>		
10-2227-000-110-000	Salaries	\$ 10,240.53
<b>AUDIT SERVICES</b>		
10-2317-000-319-000	Services	\$ 700.00
<b>MIDDLE SCHOOL</b>		

10-2410-002-110-000	Salaries	\$ 6,371.26
<b>MALE ACTIVITIES</b>		
10-6101-000-110-000	Salaries	\$ 1,739.60
10-6102-000-110-000	Salaries	\$ 2,952.07
10-6103-000-110-000	Salaries	\$ 864.90
<b>FEMALE ACTIVITIES</b>		
10-6202-000-110-000	Salaries	\$ 515.27
<b>TRANSPORTATION</b>		
10-6500-000-110-000	Salaries	\$ 2,513.79
<b>CO-CURRICULAR</b>		
10-6901-000-110-000	Salaries	\$ 538.56
10-6904-000-110-000	Salaries	\$ 2,391.42
10-6910-000-319-000	Prof. Services	\$ 4,148.16
10-6915-000-315-000	Registration	\$ 3.91
10-6930-000-334-000	Travel	\$ 639.77
<b>10-7000-000-690</b>	<b>Contingency</b>	<b>\$ 35,217.15</b>

All present voted yes.

A motion (M09-11) was made by Ric Morren, and seconded by Clifton Carnes to approve the following budget supplements:

<b>General Fund Supplement to the Budget</b>		
<b>ARRA STATE FISCAL STABLIZATION FUND</b>		
10-1111-005-110-000	Salaries	\$ 55,949.54
10-1111-005-111-000	Salaries	\$ 4,525.16
10-1111-005-230-000	Insurance	\$ 3,893.72
10-1121-005-110-000	Salaries	\$ 28,771.08
10-1131-005-110-000	Salaries	\$ 45,421.50
<b>MINI GRANT</b>		
10-1111-805-110-000	Salaries	\$ 450.00
10-1111-805-210-000	Social Security	\$ 34.44
10-1111-805-220-000	Retirement	\$ 27.00
10-1111-805-410-000	Supplies	\$ 50.00
<b>KELLOG GRANT</b>		
10-1111-815-410-000	Supplies	\$ 2,704.00
<b>FRESHMAN ACADEMY</b>		
10-1131-801-319-000	Professional Services	\$ 62.95
<b>PEP GRANT</b>		
10-1131-811-110-000	Salaries	\$ 2,000.00
10-1131-811-321-100	Electricity	\$ 400.00
10-1131-811-321-400	Heat	\$ 400.00
10-1131-811-340-000	Phone	\$ 400.00
10-1131-811-410-000	Supplies	\$ 9,490.21
<b>ING GRANT</b>		
10-1131-814-410-000	Supplies	\$ 2,000.00
<b>TITLE I A</b>		
10-1273-000-110-000	Salaries	\$ 2,182.56
<b>ARRA STIMULUS</b>		
10-2213-006-110-000	Salaries	\$ 532.27

\$159,294.43

**Capital Outlay Supplement to the Budget**

21-2222-000-479-000	Other Equipment	\$ 4,530.27
21-2222-000-560-000	Library Books	\$ 1,957.39
21-2533-010-319-000	Other Prof. Services	\$ 35,117.54
21-2533-011-319-000	Other Prof. Services	\$ 4,042.50
21-2535-010-520-000	Building	\$281,398.00
21-2551-000-479-000	Transportation Equipment	\$ 539.95
21-6100-000-479-000	Male Activities Equipment	\$ 1,206.84
21-8110-000-690-000	Transfers Out	\$ 709.25
		<b>\$329,501.74</b>

**Special Education Supplement to Budget**

22-1221-000-110-000	Salaries	\$ 15,324.24
22-1221-000-230-000	Insurance	\$ 5,121.58
22-1224-000-373-000	Residential Tuition	\$ 9,460.25
22-1224-000-391-000	Residential Services	\$ 9,128.32
22-1226-007-410-000	ARRA Pre-School	\$ 6,797.28
22-2142-000-313-000	Psych Tests	\$ 1,543.92
22-2152-000-313-000	Speech	\$ 8,662.32
22-2713-000-313-000	MR Coop Payment	\$ 638.10
22-2715-000-313-000	LD Coop Payment	\$ 4,700.63
22-2716-000-313-000	MD Coop Payment	\$ 438.62
22-2720-000-313-000	Speech & Language Coop	\$ 2,418.00
22-2721-000-313-000	Other Health Coop	\$ 1,477.67
22-2722-000-313-000	Autism Coop	\$ 175.05
22-2724-000-313-000	Autism Coop	\$ 1,364.72
22-8110-000-690-000	Transfers Out	\$ 460.50
<b>Total</b>		<b>\$ 67,711.20</b>

**PENSION FUND**

24-4500-000-150-000	Retirement Acct Fee	\$ 135.00
24-8110-000-690-000	Transfers Out	\$ 1,808.40
<b>Total</b>		<b>\$ 1,943.40</b>

**DEBT SERVICES**

31-8110-000-690-000	Transfers Out	<b>\$ 641.76</b>
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**CAPITAL PROJECTS**

41-8110-000-690-000	Transfers Out	<b>\$ 89,479.98</b>
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All present voted yes.

A motion (M10-11) was made by Shelby Docken, and seconded by Ric Morren to cast a ballot for Rick Weber as SDHSAA East River At-Large representative and to also cast a ballot for Sue Christensen as SDHSAA Small School Group Board of Education representative. All present voted yes.

The board reviewed policies DJ thru DN and referred policies DJC (Bidding Requirements), DJG (Vendor Relations), and DLC (Expense Reimbursements) to the policy committee for review.

A first reading was held on the following policies:

- BDDE (Rules of Order)
- BDDF (Voting Method)
- GBM (Staff Complaints and Grievances)
- DBK (Budget Transfer Authority)
- DDA (Revenue Availability) – Recommend removal
- DF (Cash and Cash Equivalents) – Recommend removal
- DFC (Food Service Fund Revenues) – Recommend removal
- DFD (Restricted and Unrestricted Resources) – Recommend removal
- DGD (Credit Card Use Policy)
- DI (Fiscal Accounting and Reporting)
- DID (Inventories)
- AEA (Tobacco-Free Schools)
- AEA-R (Tobacco-Free Schools Regulation)
- BDB (School Board Study and Work Retreats)

The following Committee Reports were given:

- Negotiations
- Southeast Area Coop

Mr. Field provided a summer Capital Outlay project update including the wrestling room addition, water heater replacement, and track project completion.

At 6:30 the Annual Budget Hearing was held. Mr. Olson notified the board of one change since the budget was printed in the Republic. Food service expenses were reduced \$12,000 and Capital Outlay expenses were increased \$8,323. Both adjustments to the budget reflect the purchasing of a new dishwasher at the South campus.

Jane Norling addressed the board, Mr. Field, and Mr. Olson, asking for some clarification on the proposed budget.

A motion (M11-11) was made by Shelby Docken, and seconded by Clifton Carnes to adopt the 2010-2011 budget as presented and to authorize the Business Manager to certify tax levies to the County Auditors as follows for the 2010-2011 school year: General Fund: Ag, \$2.554; OO, \$3.965; and Other \$8.491. Special Education: \$1.40, Capital Outlay: \$3.00, Pension Fund: \$.30, and Bond Redemption: \$333,140. All present voted yes.

At this time President Sue Christensen presented Shelby Docken a plaque to commemorate and thank him for his 9 years of service to the Beresford School District.

A motion (M12-11) was made by Clifton Carnes, and seconded by Shelby Docken to adjourn the meeting at 7:17 pm. All present voted yes.

The board recessed.

The Board reconvened at 7:35 pm.

Business Manager Jared Olson gave the “Oath of Office” and installed newly elected/appointed board members, Sue Christensen and Jim Haneke.

Business Manager Jared Olson asked for nominations for president of the Board for the 2010-2011 school year. A motion (M13-11) was made by Ric Morren, and seconded by Clifton Carnes to nominate Sue Christensen as Board President for the 2010-2011 year. A motion (M14-11) was made by Clifton Carnes, 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 (M15-11) was made by Clifton Carnes, and seconded by Jim Haneke to nominate Dennis McKelvey as Vice President. A motion (M16-11) was made by Ric Morren, and seconded by Clifton Carnes 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 Jared Olson took roll call of board members. Present were: President Sue Christensen, Clifton Carnes, Ric Morren, and Jim Haneke. Deb Bergland, Dennis McKelvey, and Doug Wevik were absent. Also present were Superintendent Brian Field, Business Manager Jared Olson, and Principal Scott Lepke.

A motion (M17-11) was made by Ric Morren, and seconded by Jim Haneke to have the Beresford Police, Scott Lepke, Tim Koehler, Kevin Nelson, and Brian Field as the school truant officers. All present voted yes.

A motion (M18-11) was made by Clifton Carnes, and seconded by Ric Morren 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 Jared Olson 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 (M19-11) was made was made by Ric Morren, and seconded by Jim Haneke to set the Board meeting dates for the second Monday of each month at 5:30 p.m.; with the following exception: October 18, 2010. All present voted yes.

A motion (M20-11) was made by Ric Morren, and seconded by Jim Haneke to reduce the Board salary from \$75/regular meeting to \$50/regular meeting and to leave the pay at \$50/special or committee meetings plus .37 cents for mileage. All present voted yes.

Ric Morren was appointed to serve as the representative and Clifton Carnes as the alternate for the SAC Board of Directors.

Selection of a Board delegate and alternate for the ASBSD Delegate Assembly was tabled to the August meeting.

The following staff members were appointed: Pam Conklin as the ADA/Section 504 Coordinator, Kent Anderson and Scott Lepke as the Title IX Coordinators, Brian Field as the Safety Officer, and Kevin Nelson as Homeless Liaison.

A motion (M21-11) was made by Clifton Carnes, seconded by Ric Morren to leave the substitute teacher salary for 2010-2011 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 (M22-11) was made by Ric Morren, seconded by Jim Haneke to set the breakfast meal for students K-12 at \$1.35 and adult breakfast at \$1.70. Also to set student meals for lunch K-5 at \$2.25, 6-12 at \$2.35, adult meal at \$3.20, Extra Milk \$.40, Sack Lunch Milk \$.40, and Adult Milk \$.40. All present voted yes.

A motion (M23-11) was made by Clifton Carnes, seconded by Jim Haneke to leave activity prices the same for the 2010-2011 school year: K-1 Activity Ticket - \$9.00; 2-5 Activity Ticket - \$10.00; 2-5 planner fee - \$4.00. Grades 6-12 combined fee of \$30.00 for planners, class dues, memorials, and activity ticket; student fees for those choosing not to buy an activity ticket - \$10.00. A \$2.00 field trip fee will be assessed at the time of the event. Adult activity tickets - \$50.00 (includes Booster Club membership); adult Booster Club membership only - \$10.00. Gate admissions are \$4.00 for adults; \$2.00 for students; doubleheaders - \$5.00 for adults; \$3.00 for students. School-owned instrument maintenance fees are \$30.00; percussion - \$20.00. All present voted yes.

Setting a date for a School Board /Administrative retreat was tabled until the August meeting.

Principal Lepke gave an administrative report regarding graduation requirements and discussion was held. The board tabled action on graduation requirements to the August board meeting.

There being no further business a motion (M24-11) was made by Clifton Carnes, and seconded by Jim Haneke to adjourn the meeting at 8:37 p.m. All present voted yes.

Approved this \_\_\_ day of August, 2010:

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Jared Olson, Business Manager

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Susan M. Christensen, Board President

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