

**UNAPPROVED MINUTES OF THE SCHOOL BOARD  
NORTHWESTERN AREA SCHOOL DISTRICT #56-7  
REGULAR MEETING, OCTOBER 12, 2015**

The regular meeting of the Northwestern Area School Board was held on October 12, 2015, at the school in Mellette with the following present: Brett Toennies, Mary Mielke, Amy Troske, and Heidi Boekelheide, Others present: Ryan Bruns, Rich Osborn, and Lisa Frericks. All motions were passed on a unanimous vote unless otherwise indicated.

The meeting was opened by Chairman Toennies with the Pledge of Allegiance to the Flag. The agenda was approved upon a **motion** by Mielke/Boekelheide (action #16-050).

**BOAR COMMUNICATIONS:** Thank you to the Warner-Stratford Lions for the donation of ½ of the football auction.

**MINUTES & FINANCIALS:** **Motion** by Mielke/Troske to approve the minutes of the September 14, 2015, regular meeting without change (action 16-051). **Motion** by Mielke/Boekelheide to approve the minutes of the September 30, 2015, special meeting without change (action 16-052). **Motion** by Mielke/Troske to approve the unadjusted financial statement for September 30, 2015, and order it placed on file (action 16-053). **General Fund:** Beginning Balance, \$1,734,806.06; Revenue: Taxes \$4,012.64; Interest \$235.42; Co-Curr/Student Activities \$5,322.50; Medicaid Admin \$486.51; Other Local Revenues (\$9,392.32); County Apportionment \$1,056.32; State Revenues \$13,502; Small Rural Ach. Grant \$450; Sales of Excess Property \$100. Expenditures: Instruction \$90,220.50; Title I Instruction \$5,881.31; Support Services \$77,943.95; Co-Curr \$7,800.57, Ending Balance \$1,568,732.80. **Capital Outlay:** Beginning Balance \$490,987.18; Revenue: Taxes \$1,576.14; Other Local Revenue \$500. Expenditures: Instruction \$7,576.91; Support Services \$95,846.96; Co-Curr Activities \$19,426.95, Ending Balance \$370,212.50. **Special Education:** Beginning Balance \$342,080.24, Revenue: Taxes \$739.54; Medicaid \$49. Expenditures: Instruction \$26,742.15; Payments to Coop \$10,443; Administration \$833.43, Ending Balance \$304,850.20. **Food Service:** Beginning Balance \$19,130.63 Revenue: Other Revenue \$4; Lunch/Bkfst Sales \$6,597.45. Expenditures: Payroll Expenses \$5,410.40; Food purchases \$7,003.25; Supplies & Services \$1,050.82, Ending \$12,267.61. **Non-Credit Programs:** Beginning Balance \$534.37; Revenue: Preschool Tuition \$437.50. Expenditures: Preschool Payroll \$2,539.62, Ending Balance (\$1,567.75). **Trust & Agency:** Beginning Balance \$134,834.92; Receipts \$42,402.58; Disbursements (\$30,297.20); Ending Balance \$146,940.30. **Motion** by Mielke/Boekelheide to pay the following current claims (action 16-054): **General Fund:** Aberdeen American News, publish minutes 243.21; AmericInn of Hartford, lodging 440; Black Hills State Univ, stockmarket sim 60; Bledsoe Chiropractic, DOT physicals 150; Scott Boone, painting 100; Kari Brenner, character counts shirts 194.46; Ryan Bruns, license 63; Byte Speed, parts 79; Carolina Biological Supply, science supplies 97.45; Century Business Products, copy mgmt 92.31; Cole Papers, paper & supplies 1121.20; Community Memorial Hosp, ambulance 180; Crawford Trucks, repairs 594.93; Dakota Assembly, assembly 375; Dakota Education Consulting, board development 1500; Days Inn, lodging 57; Dependable Sanitation, garbage 308; Duenwald Transportation, bus training 280; Dust-tex, dust mops 41.55; Faulk Area Medical Center, DOT physical 123; Flinn Scientific, science supplies 79.16; Jessica Halvorson, shelf 20; House of Glass, repairs 434.62; Hauff Mid America Sports, sporting eq 66.50, James Valley Tele, phone 572.39; Jerke Irrigation, repairs/service 481.38; Ken's Superfair, supplies 47.73; Kesslers, supplies 26.53; Lake Region Conference, dues 300; Langford School, Coaches clinic 40; Lieberman Co, parts 132.41; Menards, materials 1,101.16; Mid American Research Chemical, supplies 101.36; Network Services, repairs 255.90; Office of Fire Marshall, insp fees 28; Pepper & Son, music 3.90; Perma Bound, books 11.53; Praxair, supplies 251.36; Prepaid checks, advance pymt 6720.58; Wade Rozell, painting 100; Runnings, supplies 77.70; Scholastic, teaching materials 170.39; SASD, workshop fees 700; School Datebook, planners 475.60; The Shop, repairs 888.08; Wendy Thorson, garment bags 26.45; Time Management Services 251.05; Training Room, field paint 383.06; Tri-State, water 145.25; Twin Valley Tires, batteries 337.40; Vocabulary and Spelling City, subs 105.90; Vowac Publishing, workbooks 364.56. **Capital Outlay:** Automatic Building Controls, fire alarm check 609; Century Business Products, copy mgmt. 830.79; DeMoulin Brothers, band uniforms 4763; Farmers Union Conde,

Fuel 646.96; Farmers Union Chelsea, fuel 2796.30; GE Capital, copy machine lease 369; Hauff Mid America, footballs 315.20; Houghton Mifflin Co, textbook 2011.88; Northwestern Energy, power 4429.97. **Special Education:** Avera St. Lukes Hospital, medical services 3383.04; Community Memorial Hospital, medical services 112.71; prepaid checks, advance payments 118.05; Professional Hearing Services, service 396. **Food Service:** Ameripride, towel service 253.16; Cash-Wa, groceries 6826.11; Cole Papers, supplies 217.09; Infinite Campus, training 562.50; Kesslers, food 35.04; Prepaid Checks, advance pymts 6.23; SD DOE, commodities 677.96; US Food, groceries 1996.15. **Prepaid Checks:** AT&T, cell phone 123.65; Schott Bartholomew, referee 100; Julie Bjerke, referee 80; Bon Homme School, vb fee 125; Cardmember Services, 1101.26; Dependable Sanitation, garbage 516; Patrick Deutsch, referee 100; Scott Deutsch, referee 100; Terry Deutsch, referee 100, Val Devine, referee 80; DCI, background check 43.25; Bobby Fossum, cheer judge 100; Paul Foust, referee 100; Brandy Gangle, cheer judge 168.04; General Fund, refund fee 20; Tammy Griffith, cheer judge 119.32; Carol Hoistad, referee 80; Logan Huber, referee 100; Jeff Kosier, referee 100; Dan Lund, referee 100; Miller School, XC fee 40; Matt Mohr, referee 100; Virginia Needham, referee 114.02; NSU, chorus workshop 48; NSU, XC fee 150; Fred Obermeier, referee 167.20; Monica Pelton, referee 99.32; Redfield School, XC Meet/VB Tourney 120; Deb Schlagel, referee 130.40; Erin Schroeder, referee 177.64; Walmart, supplies 538.52; Webster School, XC fee 30; Worth Ave Group LLC, insurance 1680.

**SEPTEMBER 2015 PAYROLL** (including taxes and benefits): Instruction \$84,759.47; Support \$51,830.01; Student Activities \$2,467.83; Special Education \$22,720.76; Food Service \$5,410.40; Preschool \$2,539.62. The following were additional wages paid:, Denise Clemens, grant stipend \$200; Doug Duncan, stipends \$200; Jolinda Finley, tickets \$20; Shelley Fischbach, summer work \$3,002; Vinton Gabel, voed & extra driving \$382.50; Jessica Halvorson, tickets \$20; Dennis Jeschke, sub janitor \$309.38; Judy Lindhorst, substitute \$60.75; Vicki Mitchell, substitute \$54.68; Mary Nelson, kitchen \$387; Tamara Rahm, tickets \$20; Elissa Reppe, substitute \$85; Kayla Sparling, tickets \$40; Nancy Taylor, tickets \$20; Rene Wood, bus driving \$128.50.

**REPORTS: Mr. Rich Osborn:** (1) MS Music Festival is October 13<sup>th</sup> with the concert at 7:00 p.m. (2) Parent/Teacher conferences are scheduled for October 23<sup>rd</sup> from 1:30 p.m. to 7:00 p.m. (3) Mr. Osborn will be attending instructional leadership training for a few days in October, November, and December. (4) Mr. Osborn went with the juniors to the post high planning at NSU and also a tour of Midstates Printing. **Mr. Ryan Bruns:** (1) Super Apple Man visited NW Elementary with a fun and active presentation that all students and staff participated in and enjoyed. (2) Mike Jamison, the architect from TSP in Sioux Falls, had a tour of the school, he provided some feedback about potential building projects at no cost to the district. We discussed adding a set of doors in the main south entrance on the inside of the building that would be locked and visitors or students would have to go to the main office to check in, adding another layer of security to our current set up. We discussed potential expansion of the locker rooms/shower areas utilizing existing space in the building. Lastly, we discussed potentially adding visitor locker rooms in the small gym. (3) An inspector from the state Fire Marshal's Office visited and inspected the school on October 7<sup>th</sup>. She gave feedback on improvements that need to be made but noted that overall our school has been the best she's inspected this year. (4) Thanks to Craig Oberle and Doug Stahl for visiting the elementary students last week during Fire Prevention Week and giving excellent fire safety tips to our students. Thank you to the Mellette Fire Department for the classroom materials they provided to heighten fire safety awareness. **Mrs. Lisa Frericks:** (1) The auditors from Eide Bailly will be here on October 14<sup>th</sup> & 15<sup>th</sup>. (2) The new mini bus has been delivered. (3) The all school reunion is scheduled for July 1<sup>st</sup> & 2<sup>nd</sup>. Tours of the school are planned.

**INFORMATION AND APPROVAL ITEMS** (1) **Motion** by Mielke/Troske to approve the contract with Mary Nelson as kitchen help for \$9/hour (action 16-055). (2) **Motion** by Mielke/Boekelheide to approve contract with Northeast South Dakota Head Start Program for the 15-16 year for \$8,000 (action 16-056). (3) **Motion** by Boekelheide/Troske to approve the reviewed Section C of the policy manual with no changes other than minor wording and spelling correction (action 16-057). (4) **Motion** by Boekelheide/Troske to hear the second reading and approve the Policy of Public Complaints about School Personnel: The Northwestern Area School District welcomes constructive criticism of the schools when it is motivated by a sincere desire to improve the quality of the education program and to

help the school personnel in performing their tasks more effectively. The School Board places trust in its employees and desires to support their actions in such a manner that employees are freed from unnecessary, spiteful, or negative criticism and complaints. Whenever a complaint is made directly to the School Board as a whole or to a Board member as an individual, it shall be referred to the school administration for study and possible solutions. The individual employee involved shall be advised of the nature of the complaint and will be given every opportunity for explanation, comment, and presentation of the facts as he/she sees them.

In cases of discipline or other school matters relating to their children, parents will first discuss the matter with the teacher. If, for some reason, they are not satisfied, they may further discuss that matter with the following persons in the following order: the building principal, then the superintendent or his/her designee. If the superintendent is unable to satisfy the parents, he/she will report the case to the School Board for consideration and action. The Board will not consider or act on complaints that have not been explored at the appropriate administrative level. The Board will consider hearing citizen complaints when they cannot be resolved by the administration. Matters referred to the Board must be in writing and should be specific in terms of the complaint and the action desired.

If it appears necessary, the administration, the person who made the complaint, or the employee involved may request an executive session of the Board for the purposes of further study and a decision by this body. Generally, all parties involved, including the school administration, shall be asked to attend such a meeting for the purposes of presenting additional facts, making further explanations, and clarifying the issues. Hearsay and rumor shall be discounted, as well as emotional feelings except those directly related to the facts of the situation.

The School Board will render its decision, which the superintendent will implement. The decision of the Board may be appealed pursuant to SDCL 13-46, Appeals in School Matters. (action 16-058).

#### ACKNOWLEDGEMENTS:

Congratulations to our Homecoming Royalty King Nolan Peterson & Queen Madison Styles. Congratulations to Christopher Johnson who won 1<sup>st</sup> place at the state level with his poem for the American Legion Auxiliary Americanism contest.

Congratulations to the All State Chorus quartet of Madison Styles, Allison Braun, Darby Duncan and Cory Walter. Alternates are Rachel Rausch, Andrea Rausch, Darienne Frericks and Sean Shepherd.

Congratulations to September Student of the Month, Nolan Peterson.

The next regular meeting of the Board is scheduled for Monday, November 9, 2015, at 6:30 p.m.

The meeting was declared adjourned upon a motion by Mielke/Boekelheide (action #16-059).

Brett Toennies, Chairman

Lisa Frericks, Business Manager

I hereby certify that these minutes were e-mailed to the Aberdeen American News on Wednesday, October 14, 2015. Published at an approximate cost of \$\_\_\_\_\_.

Lisa Frericks, Business Manager