

**UNAPPROVED MINUTES OF THE SCHOOL BOARD  
NORTHWESTERN AREA SCHOOL DISTRICT #56-7  
REGULAR MEETING, SEPTEMBER 14, 2015**

The regular meeting of the Northwestern Area School Board was held on September 14, 2015, at the school in Mellette with the following present: 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 Vice-Chairman Mielke with the Pledge of Allegiance to the Flag. The agenda was approved with amendments upon a **motion** by Boekelheide/Troske (action #16-036).

**MINUTES & FINANCIALS:** **Motion** by Troske/Boekelheide to approve the minutes of the August 10, 2015, regular meeting without change (action 16-037). **Motion** by Boekelheide/Troske to approve the unadjusted financial statement for August 31, 2015, and order it placed on file (action 16-038). **General Fund:** Beginning Balance, \$1,737,923.50; Revenue: Taxes \$3,338.83; Interest \$191.28; Co-Curr/Student Activities \$10,051; Donations \$371.96; Other Local Revenues \$13,232.72; County Apportionment \$2,073.21; State Revenues \$13,502; Small Rural Ach. Grant \$2,790.35; Sales of Excess Property \$1,033. Expenditures: Instruction \$10,684.35; Title I Instruction \$101.87; Support Services \$37,032.20; Co-Curr \$1,883.37, Ending Balance \$1,734,806.06. **Capital Outlay:** Beginning Balance \$581,284.74; Revenue: Taxes \$1,611.28; Other Local Revenue \$3,000. Expenditures: Instruction \$39,748.97; Support Services \$53,877.29; Co-Curr Activities \$1,282.58, Ending Balance \$490,987.18. **Special Education:** Beginning Balance \$344,387.78, Revenue: Taxes \$759.43; Medicaid \$789.25. Expenditures: Instruction \$3,022.79; Administration \$833.43, Ending Balance \$342,080.24. **Food Service:** Beginning Balance (\$1,231.95); Revenue: Other Revenue \$54.60; Lunch/Bkfst Sales \$20,803.40. Expenditures: Payroll Expenses \$436.42; Supplies & Services \$59, Ending \$19,130.63. **Non-Credit Programs:** Beginning Balance \$528.71; Revenue: Preschool Tuition \$75. Expenditures: Preschool Supplies \$69.34, Ending Balance \$534.37. **Trust & Agency:** Beginning Balance \$137,774.84; Receipts \$22,997.96; Disbursements (\$25,937.88); Ending Balance \$134,834.92. **Motion** by Boekelheide/Troske to pay the following current claims (action 16-039): **General Fund:** Aberdeen American News, publish minutes 189; Aberdeen C&F, tires 432.22; ASBSD, convention fees 555; AVI Systems, smart board parts 114.70; Don Blake, assembly fee 450; Bledsoe Chiropractic, DOT physicals 300; Scott Boone, painting 250; Ryan Bruns, mileage 412.44/phone 600; Bullock Plumbing, repairs 1270.46; Byte Speed, parts 70; Carolina Biological Supply, science supplies 272.87; Cengage Learning 61.08; Century Business Products, copy mgmt 89.64; Chester Area School, ed services 250; Bill Clemens, landfill expense 37.15; Cole Papers, paper & supplies 4,545.91; Connecting Point, networking 622; Dakota Fire Eq, inspection 361.05; Decker Equipment, clocks 113.68; Demco, library supplies 560.94; Dust-tex, dust mops 66.35; Amanda Faonelua, math counts incentives 20.11; Farm Power Mfg, parts 35.25; Farmers Union, supplies 6.09; Flinn Scientific, science supplies 236.54; Foreman Sales & Service, bus repairs 10,516.47; Lisa Frericks, phone 15.89; G&N LLC, bus driver safety course 500; Groton School, entry fee 25; Groton Chiropractic, DOT Physical 95; Hauff Mid America Sports, sporting eq 60.90, HUDL, online video 1,967; Huron Public School, XC fee 40; Hyde Co Action Club, XC fee 20; James Valley Tele, phone 631.16; Kesslers, supplies 109.77; Ketterling Photography, sr composite 275; Lakeside Golf Course, XC fee 30; Luck's Music, music 24.80; Menards, materials 5,072.11; NE Administrators, supt fees 85; NC Sped Coop, fiscal fees 3000; NSU Band, parade fees 40; NW Cheer, choreography fees 600; Pepper & Son, music 158.98; Popplers Music, music supplies 116.65; Praxair, supplies 382.81; Prepaid checks, advance pymt 3515.84; Ramada Inn, lodging 249.90; Redfield School, Cheer/Dance fee 30; Riddell, football eq 89.06; Roncalli School, XC fee 30; Wade Rozell, painting 250; rSchool, activity scheduler 250; Runnings, supplies 121.37; Schlastic, teaching materials 896.90; School Specialty, supplies 811.13; SDASBO, registration 50; SDHSAA, dues/fees 647.97; SDSCA, registration 50; Sheraton, lodging 714; Sherwin Williams, paint 95.78; Teacher Innovations, plan books 237.60; Time Management Services 253.45; Tri-State, water 92; Upstart, supplies 71.33; Vernier, science eq for grant 9392.32; Vowac Publishing, workbooks 531.44. **Capital Outlay:** Century Business Products, copy mgmt. 806.81; Connecting Point, support 650; Dakota Electronics, bus radio 622.10; DeMoulin Brothers, band uniforms 19282; DeYoung Electric, AC install 10631.51; Farmers Union Conde, Fuel 296.82; Farmers Union Chelsea,

fuel 1815.72; Forman Sales, mini bus 46170; GE Capital, copy machine lease 369; Hauff Mid America, volleyballs 663.63; Houghton Mifflin Co, textbook & training 3586.48; Perma Bound Books, books 121.47; Prepaid Checks, advance payments 5892.38; Riddell, helmet 324.95; School Specialty, chair 190.58; Tessier's Inc, air conditioners in high school 32220. **Special Education:** Avera St. Lukes Hospital, medical services 3198.03; Community Memorial Hospital, medical services 204.11; N27, subscription 159; NC Sped Coop, professional services 10443; prepaid checks, advance payments 658.74; Professional Hearing Services, transmitter 430; Saddleback Ed Publishing, materials 111.44; Scholastic Inc, materials 93.50. **Food Service:** Ameripride, towel service 272.44; Cash-Wa, groceries 4953.46; Cole Papers, supplies 137.90; Kesslers, food 13.10; Prepaid Checks, advance pymts 494.64; US Food, groceries 2197.89. **Non-Credit:** Tim Koch, reimbursement 62.50. **Prepaid Checks:** AT&T, cell phone 122.30; Abdn Central HS, cheer/dance fee 50; Jackie Blachford, class fee reimbursement 520; Cardmember Services, tech materials & supplies 4242.28; Cash, gate boxes 600; Matt Clarke, referee 100; Crescent Electric, supplies 164.50; Dependable Sanitation, garbage 54; Ryan, Huizenga, referee 100; Jeremy James, referee 100; Virginia Needham, referee 80; Northwestern Energy, electric 2933.25; Parkston HS, VB fee 125; Pro-Ed, materials 658.74; Erin Schroeder, referee 97.64; Rick Skorheim, referee 100; Wade Stobbs, referee 158.80; Walmart, supplies 72.20; Web, water, 282.93.

**AUGUST 2015 PAYROLL** (including taxes and benefits): Instruction \$70,279.03; Support \$36,952.98; Student Activities \$2,489.60; Special Education \$7,886.41; Food Service \$436.42. The following were additional wages paid: Josie Clemens, student help \$315; Zechariah Clemens, student help \$300; Marie Fix, mileage \$41.58; Amanda Morgan, janitorial work \$333; Nancy Taylor, janitorial \$1,281.50.

**REPORTS: Mr. Rich Osborn:** (1) Homecoming is the week of September 20<sup>th</sup> with the theme "Wildcat Homecoming – An Eighties Throwback". The following days and events planned include the following: Monday – pajama day/buddy day. Coronation is at 7:30 p.m. with the powderpuff football and burning of the N to follow. Tuesday – eighties movies day. Wednesday – throwback day wearing your favorite eighties fad – and dodgeball tournament. Thursday – eighties music day with float building. Friday – spirit day with float building. Powderpuff volleyball will be around 10:00 a.m. (2) Steven Heidenreich will be speaking to the student body on Oct 5<sup>th</sup>. (3) Grades 10 – 12 will be attending the HS Business Symposium on October 6<sup>th</sup> at NSU. (4) Juniors will be attending College Days at NSU on October 8<sup>th</sup>. (5) Prom- due to low numbers in the junior class NW is unsure of having a junior/senior prom this year. NW will be looking at other options for a lower cost event or possibly a senior and/or junior class trip. (6) Parking spots are still available around the football field for the last two games. The cost is \$10 per game. **Mr. Ryan Bruns:** (1) The August 19<sup>th</sup> in-service went well. Notes for the upcoming school year were discussed and the staff and administration had the opportunity to set specific goals for the new school year. (2) The September 4<sup>th</sup> in-service the elementary teachers had an in-depth all day training with Houghton Mifflin representative who presented on the English Language Arts curriculum Journeys we are implementing this year. A representative from ESA 1, Dr. Kristine Harms, trained secondary staff on utilizing informational text lessons in all content areas. (3) An architect from TSP out of Sioux Falls will visit the school on September 29 to discuss potential facilities updates/options to consider in the future. (4) The North Central Special Education Cooperative director and board are researching potentially adding OT/PT services through the cooperative for member schools rather than each school contracting independently with various providers. The director is also researching potential professional development opportunities for all staff from each member school. **Mrs. Lisa Frericks:** (1) On September 23<sup>rd</sup> & 24<sup>th</sup> I will be attending the SD ASBO Conference in Pierre. (2) The new food POS software has been working well. The only downside is we are unable to take credit card payments.

**INFORMATION AND APPROVAL ITEMS** (1) **Motion by** Boekelheide/Troske to approve the following volunteers: Wanda Gabel, Amanda Van Hatten, Ryan Olson, Katrina Frericks, Ashley Clemens, Cody Bullock, Garret Ortmeier, Donnie Stahl, Doug Stahl, Michael Jilek and Richard Halvorson (action 16-040). (2) **Motion by** Boekelheide/Troske to approve the budget as follows: BE IT RESOLVED that the School Board of Northwestern Area School District 56-7, after duly considering the proposed budget and its amendments thereto, does hereby adopt is annual budget for the fiscal year July 1, 2015, through June 30, 2016. The adopted budget is as follows: General Fund (with Pension Fund

contributions included): \$2,063,730: Capital Outlay \$642,400; Special Education \$340,800; Food Service \$155,550; Non-credit programs \$28,300. These figures vary from the proposed budget in the following line items: Increase in Office of Superintendent \$1,250; Increase in Fiscal Services \$3,000; Increase in Operation of Plant \$2,500; Decrease in Pupil Transportation \$4,000; Increase in Transfers Out \$7,200; Means of finance changes in General Fund is an increase in cash reserve applied \$43,482, decrease in taxes \$31,532, increase in interest \$3,000, increase in State Aid \$6,000; decrease in other state revenue \$11,000. ADOPTION OF DOLLARS TO BE LEVIED; BE IT FURTHER RESOLVED THAT the Northwestern Area School Board does hereby authorize the County Auditor to spread a tax levy upon the assessed valuation of the Northwestern Area School District as follows: General Fund: statutory limits of AG \$1.568/thousand, OO \$4.075/thousand, Non-ag \$8.727/thousand, LRP \$8.727/thousand; Capital Outlay \$605,900; Special Education \$298,700; Pension Fund: statutory limit of \$.30/thousand (action 16-041). (3) **Motion** by Boekelheide/Troske to approve contract with Dakota Education Consulting for professional services (action 16-042). (4) **Motion** by Boekelheide/Troske to approve vote for SDHSAA Division I Representative of Dr. Brian Maher (action 16-143). (5) **Motion** by Troske/Boekelheide to approve the reviewed Section A & B of the policy manual with no changes other than minor wording and spelling correction (action 16-144). (6) First reading 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.

EXECUTIVE SESSION: SDCL 1-25-2(2): **Motion** by Boekelheide/Troske to go into executive session at 7:33 p.m. for the purpose of student issues out at 7:48 p.m.(action #16-045).

#### ACKNOWLEDGEMENTS:

Congratulations to Josie Clemens for being named the Aberdeen American News Athlete of the Week for volleyball.

Congratulations to all the 4-H participants and their accomplishments this year.

The next regular meeting of the Board is scheduled for Monday, October 12, 2015, at 7:30 p.m.

The meeting was declared adjourned upon a motion by Boekelheide/Troske (action #16-046).

Mary Mielke, Vice-Chairman

Lisa Frericks, Business Manager

I hereby certify that these minutes were e-mailed to the Aberdeen American News on Wednesday, September 16, 2015. Published at an approximate cost of \$\_\_\_\_\_.

Lisa Frericks, Business Manager