

**UNAPPROVED MINUTES OF THE SCHOOL BOARD  
NORTHWESTERN AREA SCHOOL DISTRICT #56-7  
REGULAR MEETING, NOVEMBER 12, 2018**

The regular meeting of the Northwestern Area School Board was held on November 12, 2018, at the school in Mellette with the following present: Troy Grandpre, Mary Mielke, Brett Toennies, Amy Troske and Heidi Boekelheide. Others present: Lisa Frericks, Rich Osborn, and Ryan Bruns. All motions were passed on a unanimous vote unless otherwise indicated.

The meeting was opened by Chairman Grandpre with the Pledge of Allegiance to the Flag. The agenda was approved upon a **motion** by Troske/Boekelheide (action #19-056).

**CONSIDERATION OF DISCLOSURE OF CONFLICT OF INTEREST AUTHORIZATION:** None.  
**BOARD COMMUNICATIONS AND INTRODUCTION OF VISITORS – OPEN FORUM:** None

**MINUTES & FINANCIALS:** **Motion** by Mielke/Toennies to approve the minutes of the October 8, 2018, regular meeting without change (action 19-057). **Motion** by Mielke/Boekelheide to approve the adjusting journal entries for October 31, 2018 (action 19-058). **Motion** by Toennies/Mielke to approve the unadjusted financial statement for October 31, 2018, and order it placed on file (action 19-059). **General Fund:** Beginning Balance \$871,704.09; Revenue: Taxes \$18,254.31; Interest \$1,144.18; Co-Curr/Student Act \$2,833; Donations \$263.88; Other Local Revenues \$2,168; County Apportionment \$905.27; State Revenues \$19,148; Other Federal Revenues \$139.65; Sales of Excess Property \$5. Expenditures: Instruction \$100,404.28; Title I \$6,505.99; Support Services \$68,702.25; Co-Curr \$15,907.61; Ending Balance \$725,045.25. **Capital Outlay:** Beginning Balance \$1,108,225.40; Revenue: Taxes \$8,393.63; Grant Proceeds \$11,465.14; Other Federal Revenues \$4,213.97. Expenditures: Instruction \$1,346.57; Support Services \$5,524.68; Co-Curricular Activities \$5,890.20; Ending Balance \$1,119,536.69. **Special Education:** Beginning Balance \$298,323.67, Revenue: Taxes \$4,493.15; Medicaid \$271.08. Expenditures: Instruction \$23,775.43; Administration \$919.58, Ending Balance \$278,392.89. **Food Service:** Beginning Balance \$16,618.98, Revenue: Breakfast/lunch Sales \$10,148.50; Federal Reimbursements \$6,967.77. Expenditures: Payroll \$5,526.33; Food Purchases \$7,125.94; Supplies & Services \$763.25, Ending Balance \$20,319.73. **Non-Credit Programs:** Beginning Balance (\$616.60), Revenue: Preschool Fees \$1,580. Expenditures: Preschool Payroll \$2,703.71; Ending Balance (\$1,740.31). **Trust & Agency:** Beginning Balance \$166,534.49; Receipts \$47,281.39; Disbursements (\$46,963.09); Ending Balance \$166,852.79. **Motion** by Mielke/Boekelheide to pay the following current claims (action 19-060): **General Fund:** Aberdeen Awards, plaque 38; Aberdeen Chrysler, parts 26.40; Auto Value, parts 45.92; BHSU, stock market sim 40; Becky Biegler, flag choreography 150; Shelly Borge, supplies 44.03; VB Team, state meal money 1712; Cengage Learning, licenses 125; CBP, copy mgmt. 264.21; City of Conde, rent 600; Denise Clemens, supplies 107.91; Cole Papers, supplies 1535.76; Comfort Inn, lodging 680; Community Memorial Hosp, ambulance 95; Council on College Admission, workshop 55; Country Inn, lodging 93; Crescent Elect, supplies 82.68; Dependable Sanitation, garbage 308; Duenwald Transportation, repairs 1718.50; Dustex, mops 103; Eide Bailly, audit 9600; Farmers Union-Ferney, fuel 1077.39; Farmers Union Oil-Chelsea, fuel 5021.40; House of Glass, locks/repairs 758.46; Jerke Irrigation, winterize 195; Kesslers, supplies 3.16; Menards, supplies 524.26; Midwest Pest, pest control 675; NA Music Ed, dues 120; NSU, online courses 669.69; Northwestern Energy, power 4448.25; Palmer's Plumbing, repairs 677.95; Pearson Ed, licenses 23.51; Pepper & Sons, music 48.49; Perma Bound, books 86.69; Platte-Geddes School, dance fees 50; Popp Binding, laminate 238; Praxair, supplies 90.75; Prepaid checks, advance payments 7253.57; Protec Roofing, repairs 142.86; Redfield Food Center, supplies 55.79; Redfield Press, publish minutes/notice 150.91; Anthony Redman, gas/workshop 178.89; School Specialty, supplies 30.67; SDHSCA, fees 120; Steven Lust, vehicle maint 51.25; Taylor Music, supplies/repairs 104.82; TMS, timeclock 61.90; Tri-state, water 114.50; Trust & Agency, district OI fees 244.23; Waubay School, Region OI 127.10; Web, water 447.64. **Capital Outlay:** CPB, copy mgmt. 2377.89; Dunlap Ind, gym covering 2600; Riverside Tech, server 5799. **Special Education:** Avera St. Lukes, medical services 5880; Community Memorial Hosp, medical services 126.31; Prepaid Checks, advance payments 90.85; School Spec, study corrals 765.41; Universal Pediatrics, nursing service 1987.50. **Food Service:** Ameripride, towel service 232.18; CWD, food 6410.44; Cole Papers, supplies 248.73; Deans, milk 975.61; General Fund, shipping 14.86; Kesslers, food 64.44; Prepaid Checks, advance 63.23; MARC, delimer 136.53; US Foods, food 2298.73. **Prepaid Checks:** AT&T, cell 137.16; Scott Bartholomew, referee 125; Julie Bjerke, referee 85; Cassi Bloom, referee 132.04; Cardmember Service, supplies 1284.87; Patrick Deutsch, referee 125; Scott Deutsch, referee 225.80; Terry Deutsch, referee 125; Val Devine, referee 85; DCI, background check 43.25; Farmers Union-Ferney, fuel 864.80; Farmers Union-Chelsea, fuel 491.46; Camille Fischer, accompanist 50; Brad Gauer, referee 125; Stacey Gehring, gas 48.78; Groton School, parade fee 25; Amy Heinz, gas 61.95; Hitchcock/Tulare, vb fee 25; James Valley Tele, phone 254.21; Brett Lambrecht, referee 272; Eric Martens, conductor 514.68; Rolf Olson, conductor 467.64; Angela Ostrander,

finger print fee 10; Monica Pelton, referee 104.32; Richard Peterson, referee 125; Redfield Press, publish minutes 95.98; Luther Sannes, referee 125; Paul Sannes, referee 125; Ryan Sannes, referee 125; Deb Schlagel, referee 132.04; School Datebook, books 451.44; SDSU Music Dept, audition fees 20; US Postmaster, postage 157.15; Walmart, supplies 253.08; Warner School, meeting fees 15; Dennis Welch, finger print fee 10; Muriah Wolf, referee 85.

**October 2018 PAYROLL** (including taxes and benefits): Instruction \$100,739.40; Support \$52,833.55; Student Activities \$13,903.84; Special Education \$19,639.58; Food Service \$5,526.33; Non-Credit Program \$2,703.71. The following were additional wages paid: Brandon Ashalintubbi, kitchen \$167.50; Kris Boekelheide, coaching \$1785; Bob Braasch, sub driver \$210; Lynn Brace sub teacher \$90; Ben Buisker, coaching \$3864; Christy Cardella, stipends \$100; Dan Duenwald asbestos reporting \$400; Dale Fiedler, sub teaching \$180; Evan Finley, tickets \$20; Jolinda Finley, sub teach \$141.50; Jessica Halvorson, tickets \$20; Laura Haven, sub/driver \$203.50; Tamra Haven, sub teach \$90; Rori Hutcheson, sub teach \$90; Dennis Jeschke, janitor \$82.50; Gretchen Mayer, sub teach \$90; Robyn Morgan, coaching \$1785; Angela Ostrander, sub teacher \$157.50; Jessica Remily, sub \$582.50; Kathleen Ruesink, sub \$270; Michael Smith, coaching \$2522; Kayla Sparling, tickets \$20; Don Stahl, sub driver \$208; Laura Steward, sub teacher \$180; Rachel Vincent, kitchen \$992.50; Rene Wood, sub driver \$86.

**REPORTS: Mr. Rich Osborn:** (1) Honor rolls are out for the high school. 53 out of 80 students (66.25%) made one of the honor rolls. 47 out of 63 (74.6%) made one of the honor rolls for the MS. These are comparable to last year. (2) NW ACT scores are above the State average. (3) Parent/Teacher Conference attendance comparable to lower than last year. 25-30% HS; 40-46% MS. (4) Dual credit enrollment for the spring semester is open. **Mr. Ryan Bruns:** (1) Representatives were here from the Department of Education for a review of our Title program on October 22<sup>nd</sup>. (2) The Elementary Christmas Concert is December 5<sup>th</sup> at 2:00. (3) Thank you to the following members of the Booster Club who provided soups, crackers, bars, and bowls for our teachers during parent/teacher conferences: Rachel Ortmeier, Gail Stoltenberg, Martha Holmberg, Erica Styles, Kris Boekelheide, Jenny Hansen, Heidi Boekelheide, Alicia Bruns, Wendy Ward, Alana Sparling, and Carrie Hartman. Also, thanks to American Bank and Trust for providing the veggie trays. The teachers are highly appreciative of the kind gesture from all of you. **Mrs. Lisa Frericks:** (1) The audit is being wrapped up for the June 30, 2018 year end.

**INFORMATION AND APPROVAL ITEMS** (1) Second Reading and **Motion** by Boekelheide/Toennies to approve the the School Board Ethics Policy (action 19-061). (2) **Motion** by Mielke/Troske to appraise the bus declared surplus at \$1100. NW will be taking sealed bids for this bus until Thursday, December 6th. The sealed bids need to be in by 3:00 p.m. as we will be opening the bids on Thursday, December 6, 2018 at 3:15 p.m. (action 19-062) (3) **Motion** by Toennies/Troske to approve contract amendment for Wade Rozell adding assistant boys basketball coach of \$2,857 (action 19-063). (4) **Motion** by Toennies/Troske to approved open enrollment application #19-022 (action 19-064). (5) **Motion** by Troske/Toennies to accept the resignation from Rose Kramp (action 19-065).

School Board Ethics Policy (second reading):

Members of the District's Board of Education are elected or appointed officials of local government, and responsible for governing the educational system of the Northwestern School District. Each Board of Education governing board member shall:

1. Adhere to the principle that the responsibility of the school board is to govern the District, which includes but is not limited to establishing goals, planning, developing effective policies, and evaluation;
2. Practice good stewardship of the District's resources;
3. Leave the daily administration of the schools to the Superintendent;
4. Continue professional development;
5. Recognize and follow the legal principles that (a) the authority vests with the majority of the members of the governing board when assembled in meetings as authorized by law, (b) no individual school board member has, or a minority of school board members have, the legal right to bind the District, and (c) no individual school board member may make decisions on behalf of the District unless upon approval of a majority of school board members.
6. Make informed decisions on matters brought before the school board;
7. Recognize and adhere to the policy that it is the responsibility of the school board to plan, make, implement, appraise, and enforce policies and that it is not the responsibility of the school of the school board to plan,

make, implement, appraise, and enforce policies and that it is not the responsibility of the school board or school board members to run the day-to-day operations of the District;

8. Observe and enforce federal and state laws and regulations;
9. Respect the limited intent and scope of executive sessions as set forth in statute;
10. Respect confidential communications made during executive sessions held pursuant to SDCL 1-25-2 and shall not divulge privileged communications made during executive session held pursuant to SDCL 1-25-2 unless required by law, and shall respect confidential communications related to students and employees, and shall not discuss such confidential information at home, at work or in public;
11. Distinguish between personal views and those of the school board when making public comments regarding school district matters;
12. Present information to the school board without distortion and accurately represent facts concerning school district matters in direct or indirect public statements;
13. Maintain professional relationships in a manner which are free of vindictiveness, recrimination and harassment;
14. Refer persons having complaints to the applicable complaint policy and appropriate school administrator; refrain from giving an opinion on the merits of the complaint unless, following the complaint procedure required in the school board complaint policy, the matter is before the school board;
15. Respect the legitimacy of the goals and interests of other school board members and respect the rights of other school board members to pursue goals and policies different from their own;
16. Respect, require and contribute to the maintenance of order and decorum in proceedings before the school board;
17. Be honest, patient, dignified, and courteous to those with whom he/she deals with in his/her official capacity;
18. Diligently discharge responsibilities and dispose promptly of the business of the school district for which he/she is responsible;
19. Inform the school board president or school district business manager as soon as possible upon learning that he/she will not be in attendance at a school board meeting;
20. Refrain from personal, professional, business and financial dealings that interfere with or are in conflict with, or give the appearance of interfering with or being in conflict with, the performance of official duties;
21. Not use the office of a school board member to promote political candidates or partisan political activities;
22. Not accept nor offer any gratuities, gifts, services, or things of value that (a) impair professional judgment, (b) offer special advantage or benefit to any person or organization, or (c) provide a direct or indirect personal benefit.
23. Not commit any act of moral turpitude or gross immorality;
24. Render a decision as a school board member only after having discussed the matter with other board members in a legal school board meeting, after having reviewed applicable information and data, and after having considered recommendations including but not limited to recommendations from school administration;
25. Support Board decisions made by the majority of governing board members, subject to a board member's right to formally make a motion at a school board meeting to have the decision reconsidered or rescinded;
26. Not have any direct pecuniary interest in a contract with the school district or furnish directly any labor, equipment or supplies to the district unless the amount involved is less than five thousand dollars (\$5,000).
27. Not participate in the discussion or vote on any issue in which I have an actual or the potential of a conflict of interest in the following circumstances:
  - a. "direct pecuniary interest, (a matter benefiting the board member's own property or affording a direct financial gain);
  - b. An "indirect pecuniary interest" (a matter that financially benefits one closely tied to the board member, such as an immediate family member or an employer);
  - c. A "direct personal interest" (a matter that benefits a blood relative or close friend in a non-financial way); and
  - d. An "indirect personal interest" (a matter in which the board member individual's judgment may be affected because of membership in some organization and a desire to help that organization further its policies); or

e. When at least two-thirds of the governing board members vote that there is an identifiable conflict of interest that should prohibit the member from voting on a specific matter.

28. Pursuant to SDCL 1-25-2(1), the Board of Education may enter into executive session to discuss the performance of an elected school board member, which may include discussing a perceived or alleged violation of this policy. Should the majority of the school board members determine that a school board member has violated one or more provisions of this policy, the school board may, in open session, reprimand the school board member for a violation of the School Board Member Code of Ethics.

#### ACKNOWLEDGEMENTS:

Congratulations to the following:

- Sydney Schell for being named MVP of the Chester Challenge.
- Gavin Bohl on being named October Student of the Month.
- Seth Wood for being chosen as the November Student of the Month.
  
- Coach Nora Groft on her 500<sup>th</sup> career win.
- The XC Teams. The boys team placed 7<sup>th</sup> overall with Jarret Haven placing 10<sup>th</sup>; The girls team placed 13<sup>th</sup> with Jessica Boekelheide placing 13<sup>th</sup>.
- The NW Dance Team on their 3<sup>rd</sup> place finish in the Hip Hop dance division at the State Competition.
- The volleyball team on winning the Lake Region Conference championship, going undefeated in league play.
- The volleyball team for beating Langford 3-0 and Harding County 3-0 moving on to the State Volleyball.
- Agri-science Fair place winners:
  - NATIONAL CHAMPION-Megan Nash Environmental Services/Natural Resource Systems Div. 1
  - 2nd Place-Mitchell and Sadie Vander Wal Animal Systems Div. 6
  - 7th Place-Jessica Boekelheide Plant Systems Div. 1
  - 8th Place-Hannah Schentzel Plants Systems Div. 3
  - 10th Place-Caleb Schentzel Environmental Services/Natural Resource Systems
  - 10th Place- Agricultural Communications-Gold Team Award-Sadie Vander Wal (Gold Individual), Samantha Olson (Gold Individual), Chrissy Stoltenberg (Gold Individual) and Alexis Rahm (Bronze Individual).
- Miranda Thorson – receiving Honorable Mention and Hailey Boekelheide – receiving 3<sup>rd</sup> place at the NSU Art Workshop.
- Ethan Boekelheide. He placed 3<sup>rd</sup> at the Roncalli Math Counts Contest this week.
- Senior Snow Queen, Samantha Olson and Junior Snow Queen, Jessica Boekelheide. Also, Sawyer Styles was the Runner-Up and Jack Hansen & Rennan Bruns along with their friend Logan won Junior Talent with their tap-dancing piece.
- Riley Grandpre and Caitlyn Fischbach for being selected to the North All-Star Volleyball Team.
- Moirra Duncan, Zeke Duncan, and Mitchell VanderWal for making the Northeast Area Honors Band
- Northwestern claimed the District Title in Oral Interp.
  - Hailie Stuck- Storytelling and Serious-advances to Regions in both Jessica Boekelheide in Poetry- region alternate Sam Olson and Moira Duncan- Duet Hailey Boekelheide- Oratory- advances to Regions Bailey Heim-Humorous- advances to Regions Hailie, Bailey, Hailey, Sam and Moira- Readers Theatre- advances to Regions.

The next regular meeting of the Board is scheduled for Monday, December 10, 2018 at 7:00 p.m.

The meeting was declared adjourned upon a motion by Mielke/Boekelheide (action 19-066).

Troy Grandpre – Chairman

Lisa Frericks, Business Manager

I hereby certify that these minutes were e-mailed to the Redfield Press on Tuesday, November 13, 2018. Published at an approximate cost of \$\_\_\_\_\_. Lisa Frericks, Business Manager