

OFFICIAL BOARD PROCEEDINGS
 FREDERICK AREA SCHOOL DISTRICT #6-2
 JULY 8, 2019

The meeting was called to order on July 8, 2019, at 7:04 p.m. by President Rich Schlosser. Members present were Dan Nickelson, Jon Ellwein and Alex Hart. Richard Achen was excused. Others present were Superintendent/9-12 Principal/Athletic Director Jeff Kusters, K-8 Principal Jessica Ringgenberg and Business Manager Janel Wagner.

The meeting began with all present reciting the Pledge of Allegiance.

Members of the public were allowed three minutes to address the board on any topic of their choice. With no public members wishing to speak, the board moved on with their remaining agenda items.

Action 18-182 Motion by Ellwein, second by Hart to approve the agenda as amended: reword Board to Border on 14dd. All aye, carried.

Action 18-183 Motion by Nickelson, second by Ellwein to approve consent agenda which included the following items as presented: minutes of meetings held June 10, 2019, June 24, 2019 and June 26, 2019; June 2019 financial report, agency accounts and investments; June 2019 District bills and June 2019 payroll. All aye, carried.

Ending June 30, 2019	GENERAL FUND	CAPITAL OUTLAY FUND	SPECIAL EDUCATION FUND	PENSION FUND	FOOD SERVICE FUND	DRIVERS ED FUND	TRUST & AGENCY
Beginning checking Balance	\$306,393.82	\$417,452.73	\$283,526.29	\$7,798.67	(\$1,744.33)	(\$705.87)	\$41,233.65
<u>Revenue:</u>							
Taxes	\$114,313.17	\$108,178.61	\$72,287.84				
Local Sources	\$526.82						\$1,856.82
Intermediate Sources	\$705.74						
Interest	\$71.89						(\$30.45)
Federal & State	\$65,814.91				\$2,273.27		
Total Revenue	\$181,432.53	\$108,178.61	\$72,287.84	\$0.00	\$2,273.27	\$0.00	\$1,826.37
<u>Disbursements</u>							
Bills	\$9,950.05	\$14,477.43	\$640.95		\$288.08	\$158.51	\$4,151.60
Payroll	\$115,500.37		\$9,908.47		\$1,232.89	\$1,363.80	
Total Disbursements	\$125,450.42	\$14,477.43	\$10,549.42		\$1,520.97	\$1,522.31	\$4,151.60
<u>Transfers</u>							
Transfer-Gen Fund to Food Service	(\$5,658.00)				\$5,658.00		
Transfer-Gen Fund to Drivers Education	(\$2,719.00)					\$2,719.00	
Transfer-Cap Outlay to Gen Fund	\$183,108.00	(\$183,108.00)					
Total Net Transfers	\$174,731.00	(\$183,108.00)	\$0.00	\$0.00	\$5,658.00	\$2,719.00	\$0.00
Total checking balance	\$537,106.93	\$328,045.91	\$345,264.71	\$7,798.67	\$4,665.97	\$490.82	\$38,908.42
Beginning investment balance	\$372,763.67	\$1,493,634.20	\$956,175.05	\$45,189.23			
Interest	\$4,084.97						
Transfer-Pension to Gen Fund	\$28,000.00			(\$28,000.00)			
Total investment balance	\$404,848.64	\$1,493,634.20	\$956,175.05	\$17,189.23			
Ending Balance	\$941,955.57	\$1,821,680.11	\$1,301,439.76	\$24,987.90	\$4,665.97	\$490.82	

Claims approved: June 2019 Payroll – General Fund salaries 65,579.79; Special Education salaries 6,244.86; Food Service salaries 165.52; Drivers Education 997.05. EFTPS, federal income tax/Social Security/Medicare 19,938.61; AFLAC, supplemental insurance 837.01; American Funds, retirement 1,115.02; Delta Dental, insurance 1,612.74; Express Collections, garnishment 494.61; Reliastar Life, insurance 261.78; Security Benefits, retirement 417.26; VSP, vision insurance 270.28; Wellmark, health insurance 17,949.00, SD Retirement 11,656.74; SD Retirement Supplemental, 465.26.

General Fund: Aberdeen School District 6-1, ATEC 2nd semester 1,828.80; Agtegra, gasoline 2043.32; Auto Value Aberdeen, repairs 508.50; Dakota Electronics, alarm maintenance 60.00; DRN, repairs 480.00; Farnam's Genuine Parts Inc, repairs 324.54; Foreman Sales & Service, repairs 664.34; GDI News, publishing 326.19; Mac's Inc, repairs 23.99; Menards, repairs 85.09; Merchant Services, lunch payment fees 10.59; Mertz Lumber & Supply, supplies 86.04; Montana-Dakota Utilities Co, electric 2,431.05; Pantorium Cleaners Inc, supplies 75.00; Pearson Education Inc, curriculum training 1,900.00; Pomp's Tire Service Inc, repairs 62.00; Quality Quick Print, postage 15.00; Running Supply Inc, repairs 221.70; Schwan Welding & Boiler Repair, repairs 44.40; Town of Frederick, utilities 196.00; United States Postal Service, postage 6.00. **Capital Outlay Fund:** Pearson Education Inc, reading curriculum 41,997.02. **Special Education Fund:** Avera St Lukes, occupational therapy 840.00.

Oath of office was read and signed by Janel Wagner, Business Manager.

President Schlosser called a recess to begin annual organization meeting at 7:08 p.m.

Business Manager Wagner called the annual organization meeting to order.

Oath of office was administered by Janel Wagner, Business Manager, to board members Rich Schlosser, Richard Achen and Alex Hart.

Ms Wagner called for nominations for President.

Action 19-001 Motion by Nickelson, second by Ellwein to nominate Rich Schlosser for President. It was moved by Nickelson, second by Ellwein to cease nominations and cast a unanimous vote for Rich Schlosser as President. All aye, carried.

President Schlosser now presided the meeting.

Action 19-002 Motion by Ellwein, second by Hart to nominate Dan Nickelson as Vice President. All aye, carried.

Action 19-003 Motion by Ellwein, second by Nickelson to approve two Conflict of Interest Disclosures for Jeff Kosters. All aye, carried.

Action 19-004 Motion by Hart, second by Ellwein to approve the following Custodial Duties for the 2019-2020 fiscal year:

- a. Set date and time of regular school board meetings as the second Monday each month at 7:00 p.m. in the School library;
- b. Designate Business Manager as custodian of all district accounts and to serve as School Board Secretary;
- c. Authorize Business Manager to continue existing funds and establish new accounts and to invest/reinvest funds in local institutions which serve the greatest advantage to the District;
- d. Designate First National Bank of Frederick as the official depository of school funds;
- e. Authorize participation in the South Dakota Public Funds Investment Trust
- f. Authorize Business Manager to electronically transfer funds-notice of transfer will be provided to Superintendent and/or Board President prior to transfer;
- g. Authorize Business Manager to prepay bills that have early payment discounts and to make monthly credit card payments;
- h. Authorize the Board President to counter sign checks;
- i. Authorize Business Manager to transfer interest earned on all funds, including Trust and Agency, to General Fund;
- j. Designate Groton Daily Independent as official newspaper;
- k. Authorize Business Manager to publish 2019-2020 staff salaries;
- l. Designate Rodney Freeman Jr. as 2019-2020 school attorney;
- m. Set board member salary at \$60.00 per meeting, plus mileage at current state rate;
- n. Set substitute teacher and secretary salary at \$100.00/day for certified (includes current or lapsed, but not revoked) and \$85.00/day for non-certified; substitute kitchen and custodian salary at \$11.00/hour;
- o. Set 2019-2020 lunch prices: grades K-6 \$3.05, grades 7-12 \$3.40 and adult \$4.00;
- p. Identify Frederick Area School District #6-2 as an Equal Opportunity Employer;
- q. Approve Public Notices of Non-Discrimination and Federal Programs Assurances;
- r. Authorize Superintendent as:
 - i. Representative for Special Education and to administer all federal programs;
 - ii. Liaison for Homeless Children and Youth
 - iii. Truancy officer
 - iv. Public Records officer
 - v. Asbestos Compliance officer;

- s. Authorize K-8 Principal as Coordinator of Federal Law/Section 504 of the Rehabilitation Action of 1973, as amended;
- t. Authorize Business Manager as Title IX officer;
- u. Designate Superintendent and/or Business Manager in the purchase of federal and state property;
- v. Designate Superintendent and/or Principal to cancel and/or close school due to inclement weather or other emergencies;
- w. Set travel reimbursement rate per state rates for mileage and meals; and lodging at state or best possible rate for staff and students;
- x. Designate Superintendent to authorize DOE Child and Adult Nutrition Service application;
- y. Appoint board members to the following committees:
 - i. Negotiations: Rich Schlosser and Jon Ellwein
 - ii. Athletic Co-op: Alex Hart and Richard Achen
 - iii. Voting member of the North Central Special Education Cooperative Governing Board for 2019-2020 school year: Dan Nickelson
 - iv. ASBSD delegate: Rich Schlosser;
- z. Designate Division of Criminal Investigation as background check provider;
- aa. Adopt Title I School Improvement Plan;
- bb. Adopt Handbooks:
 - i. Technology Handbook
 - ii. 2019-20 Student Handbook
 - iii. 2019-20 Leola/Frederick Titans Student Activity Handbook
- cc. 2019-20 Leola/Frederick Sports Coop Agreement
- dd. 2019-20 North Border Coop Agreement. All aye, carried.

Action 19-005 Motion by Nickelson, second by Hart to approve agenda with amendment: add Accept Coaching contract as #21; renumber 21 and 22 to 22 and 23. All aye, carried.

Action 19-006 Motion by Nickelson, second by Ellwein to approve consent agenda which included the July 2019 District bills. All aye, carried.

General Fund: ASBSD, 2019-20 annual dues 887.42; ASB Property/Liability Fund, premium 35,440.00; Cole Papers Inc, supplies 176.44; Committee for Children, license 219.00; Curriculum Associates, workbooks 268.46; Double D Body Shop, repairs 73.00; eBoard Solutions Inc, policy software 300.00; Gaggle,Net Inc, safety management program 675.00; Gopher Sport, PE equipment 1,042.51; Goverlan Inc, software support 220.00; Heuer Publishing Inc, oral interp scripts 22.50; James Valley Telecommunications, telephone 238.44; Lakeshore Learning Company, classroom supplies 343.25; Lampo Group, curriculum 384.85; Menards, repairs 8.38; Morlock, Marty, coach training 35.00; NCS Pearson Inc, Aimsweb 405.00; Pearson Education Inc, curriculum 172.95; Really Good Stuff, supplies 14.94; Riddell/All American Sports Corp, equipment reconditioning 1,071.18; Running Supply Inc, supplies 17.99; SASD, membership dues 1,224.00; School Specialty, supplies 35.17; SDACTE, conference registration 235.00; SDSTE, membership 30.00; SD Teacher Placement Center, enrollment fee 435.00; SHI International Corp, license 1,951.50; Technology & Innovation in Education, membership 920.00; Workers' Compensation Fund, premium 6,457.00. **Capital Outlay Fund:** A&B Business Solutions, printing contract 630.34; American Time, clock 153.62; Connecting Point Computer Center, Lightspeed 1,344.00; JJ & ZAK, ICU database renewal 999.00; Markerboard People, white boards 198.00; Pro-Vision Inc, bus cameras 1,842.65; Software Unlimited Inc, accounting software 4,800.00; Teacher Innovation Inc, Planbook 243.00. **Special Education Fund:** Workers' Compensation Fund, premium 652.00. **Food Service Fund:** SNA of SD, conference registration 260.00; Workers' Compensation Fund, premium 1,176.00. **Driver's Education Fund:** Workers' Compensation Fund, premium 21.00.

The following reports were presented:

- A. Jeff Kosters - Superintendent/9-12 Principal/Athletic Director
- B. Jessica Ringgenberg – K-8 Principal

Action 19-007 Motion by Nickelson, second by Hart to approve the 2018-2019 financial statement for the Earl & Marvel Gelling scholarship trust. All aye, carried.

Action 19-008 Motion by Hart, second by Ellwein to approve the 2018-2019 financial statement for the Ovid Stevens scholarship trust. All aye, carried.

Action 19-009 Motion by Nickelson, second by Ellwein to approve quote from CommTech. All aye, carried.

Action 19-010 Motion by Nickelson, second by Hart to accept 2019-2020 contract for Marty Morlock, Assistant Football coach. Salary to be published in July 2019. All aye, carried.

The board would like to congratulate the Girls and Boys Track teams for achieving the Academic Team Award.

Action 19-011 Motion by Ellwein, second by Nickelson to adjourn at 8:16 p.m. All aye, carried.

Rich Schlosser, President

Janel Wagner, Business Manager