

Leola School District 44-2

Unofficial School Board Proceedings

December 10, 2012

Chairman Nathan Hoffman called the regular meeting of the Leola School District Board of Education to order on Monday, December 10, 2012 at 6:13 pm. Roll call showed members Patrick Lapka, ReEtta Sieh, and Darci Wolff present. Others attending were Superintendent Julie Nikolas, HS Principal-Technology Coordinator Cynthia Rall and Business Manager Deb Weiszhaar, Teachers Holly Mueller and Robyn Lampert, Para-professional Jackie Wurtz, Custodian Dana Leibel, and a small group of patrons.

A quorum was established.

Motion 12-093 by Wolff/Sieh to adopt the agenda with the following addition: Board Items – Board Member Resignation and Board Retreat. Motion carried.

Good News Item:

Employee of the Month: December Kristy Jarrott

Music Department - Francine Hoffman and Rachel Brandner presented information on the Music Departments activities. Marching Band - Gypsy Days and Waubay Marching Band Contest, All State Band, Band Clinic, North Area Honors Band, the Pep Band was chosen to play at the Girls State Basketball Tournament in Huron on March 8, 2013; Chorus – All State Chorus, and Show Choir. The K – 12 Christmas Concert was held for the first time. The music department has improved greatly with the eight period day. The Music Department would also like to thank the Parent Booster Club for their donation.

Consent Agenda:

The October 09, 2012 Board Proceedings were pulled out of the Consent Agenda for correction. The bills and financial statements were left out of the published and approved minutes by accident. This has been corrected and the minutes have been republished.

Motion 12-094 Sieh/Wolff to approve the corrected October 09, 2012 Board Proceedings. Motion carried.

Fuel Quotes: Gene's Oil Ethanol \$2.94, Unlead \$2.94, #1 Diesel \$3.62, and #2 Diesel \$3.45 Tanker Heat Fuel \$3.234 North Central Ethanol\$3.02, Unlead \$3.04, #1 Diesel \$3.85, #2 Diesel \$3.59 Tanker Heat Fuel \$3.190

Motion 12-095 by Wolff/Sieh to approve the financial reports, November Board Minutes and Fuel Quotes. Motion carried.

The Daktronics Check for \$9,519.00 was voided. This bill was paid by the Parent Booster Club.

The teacher recommendation for hire was pulled from the Consent Agenda. Discussion followed and board approved Ms. Nikolas' recommendation to hire Kayla Stough as an elementary teacher.

Motion 12-096 by Lapka/Sieh to hire Kayla Stough as an elementary teacher for the remainder of the 2012-2013 school year.

Fund: 10 GENERAL FUND

4DK ELECTRIC,	Shop Outlets	932.90
AMERIPRIDE	Professional Services	341.89
ASBSD	Seminar Registration	200.00
AT&T MOBILITY	Cell Phone	159.96
CENTURY BUSINESS PRODUCTS INC	Toner/Maintenance	261.54
CHADS ELECTRIC INC.	Electrical Work	74.72
CHET'S JANITORIAL		69.00
SUPPLIES	Shop Materials	
CHURCHILL, MANOLIS, FREEMAN, KLUDT	Legal Fees	3,162.28
CITY OF LEOLA	Water Bill	435.25
COLE PAPERS, INC	Custodial Supplies	2,361.52
DAYS INN	Lodging	50.00
DRN	Colony Phone Service	85.45
FIDUCIARY FUNDS	Reimburse Imprest	1,324.72
FREDERICK AREA SCHOOL	Football Share of Reimbursement	57.25
G'S CONVENIENCE	Vehicle Repairs & Maintenance	365.77
GENE'S OIL CO	Gas/Diesel	2,790.09
HERTEL, LYNNETTE	Football Official Bookkeeper	20.00
HOMESTEAD BUILDING SUPPLIES	Supplies	568.55
HOUGHTON MIFFLIN RECEIVABLES CO.,	Workbooks	276.40
HUETTL, ASHLEY	Scorebook	10.00
J.W. PEPPER & SON		60.99
INC.	Music	
JANITOR'S CLOSET	Custodial Supplies	128.54
JOHNSON CONTROLS INC	Maintenance	98.90
KETTERLING PHOTOGRAPHY	Pictures	24.00
LEOLA GROCERY	Supplies	55.28
MARC	Custodial Supplies	1,104.12
MCGRAW-HILL	Science Kit	430.23
MCLEOD'S	Envelopes	72.46
MCPHERSON CO HERALD	Proceedings/Ads	394.62
MONTANA-DAKOTA UTILITIES CO	Electricity	2,027.15
NORTH CENTRAL FARMERS ELEVATOR	Tires/Maintenance	1,398.33
OFFICEMAX INCORPORATED	Toner	163.48
OMNI CHEERLEADING	Swing Choir Materials	425.06
QUILL	Supplies	369.50
SDHSAA	Journalism Dues	31.00
TAYLOR MUSIC	Music	234.00
USI EDUCATION AND GOVERNMENT		52.14
SALES	Laminator Parts	
WANDA STANGEPORATE SERVICES	Drug Testing	85.00
WEST RIVER FOUNDATION	Registration	175.00
WOLFF, DARCI	Drug Testing	22.00
		<hr/> 20,899.09

Fund: 21 CAPITAL OUTLAY

FIRST NATIONAL	H-Vac Payment & Interest	61,686.81
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TRUST		
NORTH CENTRAL FARMERS ELEVATOR	Heating Fuel	25,520.00
		<hr/> 87,206.81

Fund: 22 SPECIAL EDUCATION FUND

AVERA ST LUKE'S	Professional Services	3,529.26
COLE PAPERS, INC	Copy Paper	107.00
EMERY, DOREEN	Mileage	58.46
SCHOLASTIC INC	Materials	42.74
		<hr/> 3,737.46

Fund: 51 FOOD SERVICE

AMERIPRIDE	Professional Services	149.44
COLE PAPERS, INC	Supplies	200.76
CWD	Food Purchases	3,386.89
DEAN FOODS NORTH CENTRAL, INC.	Food Purchases	726.74
EVANS, MARIA	Food Purchases	61.35
GRASSLAND COLONY	Federal NSLP Reimbursement	2,587.86
LEOLA GROCERY	Food Purchases	22.41
LONG LAKE COLONY	Federal NSLP Reimbursement	792.00
SARA LEEBAKERY		216.65
GROUP/EARTHGRAINS	Food Purchases	
SPRING CREEK		2,256.00
COLONY	Federal NSLP Reimbursement	
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Fiduciary Funds:

Pamela Fauth	Play Materials	71.08
North Area Honors Band	Registration	60.00
Troy Podoll	GVB Line Judge	20.00
SDASFAA	Registration	25.00
Keenan Stoecker	GVB Line Judge	50.00
Becky Wolff	GVB Scorebook	50.00
Tonya Zinter	GVB Line Judge	10.00
Delta Dental Plan	Insurance	210.40
SD Band Masters	Memberships	50.00
SDPB	Concert DVD	19.95
HOBV	Registration	150.00
SDMEA	Audition Fees	18.00
Wal-Mart	Supplies	107.91
Jessica Perkins	Mileage-Show Choir	29.60
Swine Robotics	UPS Postage	74.51
Sue DeRaad	Lost Payroll Check	112.27
Nancy Kindelspire	Meals Honors Band	<u>266.00</u>
	TOTAL	\$1,324.72

Payroll – November 2012

General Fund

Elementary Teaching	44,334.26
Secondary Teaching	29,804.63
Title 1	10,106.65
Support	2,857.35
Administration	6,481.21
HS Principal	6,369.40

Fiscal Services	6,579.61
Maintenance	5,178.72
Co-Curricular	3,063.35
Transportation	4,645.05
Activity Trips	<u>2,380.32</u>
TOTAL	\$121,800.55
Special Education:	
Teaching	12,097.10
Speech	<u>1,868.47</u>
TOTAL	\$13,965.57
Food Service	\$4,498.01

All salaries listed as gross plus district matching funds.

Maintenance & Building Items:

Nathan Hoffman reported that HKG Architects are compiling the new bid packet. Bid letting is scheduled for December 14, 2012 with bid acceptance on January 14, 2013.

Business Manager's Items:

Discussion was held on the Facility Usage/Hold Harmless Policy and other insurance items. This was the second reading of this policy.

Facility Usage/Hold Harmless Policy

Anyone using the Leola School District facilities shall hereby covenant and agree to indemnify, save and hold the Leola School District harmless from any and all liability, expenses, reasonable attorney's fees, litigation, claims, damages and demands, arising out of the use or occupancy of school district premises.

It is recommended that any person or organization utilizing the facility/building obtain their own insurance coverage, at a minimum of \$1,000,000 of liability coverage. Please provide proof of insurance coverage if purchased.

The facilities should be left in the same condition as they were prior to the event, which means all necessary clean-up is done. All of the above uses are subject to open dates on the school calendar, which must be scheduled through the activities director at the school.

Motion 12-097 by Wolff/Sieh to adopt the Facility Usage/Hold Harmless Policy. Motion carried.

Mr. Ronald Schur will be at the Leola School in January to do the audit for fiscal year 2010-2011. He would like to return in March to do the 2011-2012 fiscal year audit. He has been behind with the Leola School auditing since he began due to time restraints. He is not out of compliance and the district is completely within legal requirements concerning completion of audits. Doing both audits this year will simply help him to get caught back up for the school.

Principal/Technology Director Items:

An Early Graduation Application was presented to the Board. This student is a junior, and would be considered a junior until graduation. The student would walk with the graduating class at graduation. The student is on track to meet the graduation requirements.

Motion 12-098 by Lapka/Wolff to approve the Early Graduation Application. Motion carried.

Ms. Rall presented a report from the SD Board of Regents. There is no remedial work for college students from Leola that are attending a state university. The GPA is higher than 3.0

Pilot Benchmark Update – This will be completed by the end of this week. Dakota Step tests could be on-line.

Technology & Activities Director Item's:

Co-op Committee Update – A meeting will be held at 9:00 am December 20, 2012 in Frederick. The board presented several concerns that need to be discussed at this meeting. Pat Lapka and ReEtta Sieh are on this committee.

Motion by Sieh/Lapka to increase game worker's salaries by \$5.00. Discussion was held. Roll call vote Sieh-nay, Lapka-nay, Wolff-nay, Hoffman-nay. Motion failed.

Game Workers salary was tabled until further information can be gathered.

Superintendent's Items:

The 2013-2014 School Calendar was presented. Ms. Nikolas inquired if any changes need to be made. No Changes were recommended.

Gavel Training – January 9, 2013 from 4:00 to 7:00 pm. This will be school board training for both the Leola and Frederick Board Members. An agenda will be prepared for this training.

School Community Update - Nathan Hoffman and ReEtta Sieh reported on a possible activity during Rhubarb Days and also the idea of creating a video on the condition of the old school building that will be replaced. Last month they asked that an article be written explaining how advisors to the superintendent and committees of the board are used. That article was written, submitted, and published in the Herald to increase public awareness.

Policy Manual Update - Darci Wolff reported no meetings have been held at this time because committee members haven't been able to coordinate their schedules.

Tower Update - We are in the process of getting appraisals on the Tower.

Board Item's:

Board Member Resignation: The Leola Board of Education has received a resignation. Expressions of intent to fill the position will be accepted from now until noon, Jan. 2, 2013. If interested in serving, please submit written application of intent to Deb in the Business Manager's office on school days

between the hours of 9 a.m. and 3 p.m. or via U.S. Mail to the school at PO Box 350. Also, the board asks that interested parties submit a written explanation of their goal and purpose for serving on the board. This position will serve until the next election. Then a two year term will be up for election.

Board Retreat – Rodney Freeman will hold a board retreat. This will be for the Leola School Board. The date chosen was January 19, 2013 from approximately 9:00 am to 1:00 pm. Ms. Nikolas will contact Mr. Freeman with the date and time to check availability.

Motion 12-099 by Wolff/Sieh to enter Executive Session SDCL 1.25.2 (1) Personnel Discussion at 6:55 pm. Motion carried.

Chairman Hoffman declared the board out of executive session at 9:11 pm with no action taken.

Motion 12-100 by Wolff/Sieh to adjourn the meeting. Motion carried.

_____		_____ <i>Deb Weiszhaar</i> _____	
Board Chairman	Date	Business Manager	Date