

ARLINGTON SCHOOL DISTRICT 38-1  
REGULAR MEETING OF THE SCHOOL BOARD  
July 11, 2022  
6:30 P.M.

The Arlington School District 38-1 Board of Education met for the FY23 Budget hearing, Monday, July 11, 2022 at 6:15 PM in the school board room.

The Arlington School District 38-1 Board of Education met in regular session, Monday, July 11, 2022 at 6:30 PM in the school board room with the following members present: President Justin Petersen, Vice President Jolene King, Casey Hanson, Marshal Mix and Laura Carlson via phone. Superintendent Brian Sampson and Business Manager Stacy Andersen were also in attendance.

22-179: Moved by King seconded by Hanson to approve the school board meeting agenda. All voted aye. Motion carried.

22-180: Moved by Mix seconded by Hanson to approve the consent agenda including the minutes from the June 13, 2022 meeting and June 16, 2022 special meeting, the monthly financial report, and current bills. All voted aye. Motion carried.

The June financial report as presented:

ARLINGTON SCHOOL DISTRICT 38-1							
FINANCIAL REPORT FOR MONTH ENDING JUNE, 2022							
FUND	GENERAL	CAPITAL OUTLAY	SPECIAL EDUCATION	BOND REDEMP.	SCHOOL LUNCH	OTHER ENTERPRISE	TRUST & AGENCY
BALANCE - 5/31/22	543,741.97	2,856,912.24	1,214,378.09	360,468.57	47,174.87	-	49,169.61
RECEIPTS IN							
Local Sources	107,897.78	85,968.01	61,659.89	24,934.85	9.31		6,063.30
Intermediate Sources	9,189.32						
State Sources	76,478.11						
Federal Sources	1,806.46	-			31,870.28		
Transfer	377,928.70				3,749.10	12,929.48	
TOTAL RECEIPTS	573,300.37	85,968.01	61,659.89	24,934.85	35,628.69	12,929.48	6,063.30
TOTAL TO ACCOUNT FOR	1,117,042.34	2,942,880.25	1,276,037.98	385,403.42	82,803.56	12,929.48	55,232.91
DISBURSEMENTS	220,997.68	125,753.85	38,557.28	282,390.00	16,148.69		5,124.41
Transfer	16,678.58	350,000.00			10,000.00	12,929.48	5,000.00
BALANCE - 6/30/22	879,366.08	2,467,126.40	1,237,480.70	103,013.42	56,654.87	-	45,108.50
NET PAYROLL FOR							
Regular Instruction		55,761.73					
Special Instruction		12,741.35					
Support Service - Guidance and Library		3,260.27					
Support Service-Administration		19,159.98					
Support Services-Board		2,890.46					
Support Service-Business		3,670.20					
Support Service-Maintenance		6,090.88					
Support Service-Transportation		1,386.99					
Support Service-School Food Service		1,451.02					
Support Service-Compensated Absences		10,217.28					
Support Services-Substitutes, Mentors, Advisors, Athletic Workers		4,238.52					
TOTAL NET PAYROLL		120,868.68					
WITHHOLDING AND BENEFIT PAYMENTS		63,506.16					
VOUCHERS AND CLAIMS		470,720.33					
TOTAL DISBURSEMENTS		655,095.17					

June claims and vouchers as presented:

**Fund:10 General Fund:** Amazon 792.74 Supplies; Arlington Ambulance Service 500.00 Services; Arlington City 5,391.99 Utilities; Arlington FFS 700.00 Services; Brookings Register 399.00 Advertising; Capital One 61.11 Supplies; Connecting Point 321.00 Supplies; Heiman, Inc. 471.00 Ansul System; Imprest Fund (Verizon Wireless 80.67 Communication, Visa 166.51 Postage/Communication); JCL Solutions 2,890.90 Supplies; Lowe's Credit Services 370.80 Supplies; Northwestern Energy 184.90 Heating Fuel; Office Peeps, Inc. 58.67 Supplies; Parry, Michael 250.00 Mowing; Prairie Ag Partners 376.88 Services; RFD Newspapers, Inc. 653.92 Minutes & Publications; Sd High School Activity Assoc. 960.00 Dues And Fees; Tab Systems Inc. 10,816.41 Maintenance; Universal Premium 923.14 Supplies; Warnke Electric LLC 2,473.54 Service. **Fund Total:28,933.81. Fund: 21 Capital Outlay:** Century Business Products 175.69 Copier Lease; Warnke Electric LLC 4,591.85 Service. **Fund Total: 4,767.54. Fund: 22 Special Education Fund:** Amazon 39.96 Supplies. **Fund Total: 39.96. Fund: 51 Food Service:** Culligan Water Conditioning of Brookings 26.00 Services; Imprest Fund (VISA 180.00 Fees). **Fund Total: 206.00**

Business Manager Andersen informed the board of the need for an additional supplement for specific areas of the FY2022 budget at the end of the fiscal year and that the food service note has been paid back to the General fund.

RESOLUTION NO. 003-FY22

ADOPTION OF SUPPLEMENTAL BUDGET:

Let it be resolved that the Board of Education for the Arlington School District 38-1, in accordance with SDCL 13-11-3.2 and after duly considering the proposed supplemental budget, hereby approves and adopts the following supplemental budget in total:

APPROPRIATIONS:

GENERAL FUND:

Elementary Education Program:	
Salaries	64,000.00
Other Compensation	6,400.00
Substitutes	400.00
FICA & Medicare	2,300.00
Retirement	2,400.00
Junior High Education Program:	
Salaries	9,100.00
Other Compensation	860.00
FICA	170.00
Retirement	303.00
Health Insurance	2,000.00
Secondary Education Program:	
Other Compensation	2,600.00
Substitutes	1,000.00
Health Insurance	2,300.00
Professional & Technical Services	300.00
Dues & Fees	1,000.00
ESL Program:	
Insurance	1,455.00
Inservice/Professional Development:	
Dues and Fees	300.00
Technology:	
Professional & Tech. Services	175.00
Legal Services:	
Professional Services	11,400.00
Business Office:	
Substitutes	700.00

		Total \$109,163.00
CAPITAL OUTLAY FUND:		
Care/Upkeep of Buildings	21,000.00	
		Total \$21,000.00
SPECIAL EDUCATION FUND:		
Special Education Program:		
Substitutes	90.00	
		Total \$90.00
SCHOOL FOOD SERVICE FUND:		
School Food Service:		
Non-Technology Supplies	260.00	
Food Purchases-Lunch	955.00	
		Total \$1,215.00
DRIVER'S EDUCATION		
Salary	3,812.00	
FICA	292.00	
Non-Technology Supplies	564.00	
		Total: \$4,668.00
MEANS OF FINANCE:		
GENERAL FUND:		
Cash on Hand to Finance	109,163.00	
		Total \$109,163.00
CAPITAL OUTLAY FUND:		
Cash on Hand to Finance	21,000.00	
		Total \$21,000.00
SPECIAL EDUCATION FUND:		
Cash on Hand to Finance	90.00	
		Total \$90.00
SCHOOL FOOD SERVICE FUND:		
Federal Reimbursement Lunches	1,215.00	
		Total \$1,215.00
ENTERPRISE FUND:		
Drivers Education Fees	4,275.00	
Operating Transfer In	393.00	
		Total: \$4,668.00

22-181: Moved by Hanson seconded by King to approve and adopt the supplemental budget. All voted aye. Motion carried.

Marshal Mix and Justin Petersen were recognized for their years of service on the school board.

22-182: Moved by Petersen seconded by Mix to adjourn at 6:34 PM for the purpose of reorganizing the

2022-2023 Board of Education. All voted aye. Motion carried.

Chairman Protem Brian Sampson called the 2022-2023 Board of Education meeting to order with the following members present: Jolene King, Casey Hanson, Darrik Bunker, Paul Burns and Laura Carlson via phone. Superintendent Brian Sampson and Business Manager Stacy Andersen were also in attendance.

Superintendent Brian Sampson called for nominations for President of the Board of Education.

Bunker nominated King. Carlson nominated Bunker.

23-001: Moved by Hanson seconded by King that nominations cease. All voted aye. Motion carried.

A paper vote was held.

23-002: Moved by Bunker seconded by Burns to approve Jolene King as President. All voted aye. Motion carried.

President King called for nominations for Vice President of the Board of Education.

Burns nominated Carlson.

23-003: Moved by Hanson seconded by Bunker that nominations cease and cast unanimous ballot for Laura Carlson as Vice President. All voted aye. Motion carried.

23-004: Moved by Hanson seconded by Burns to approve the consent agenda including the following items. All voted aye. Motion carried.

July claims and vouchers as presented:

**Fund:10 General Fund:** Arlington Insurance Agency 1,153.00 Business Manager Bond; Associated School Boards of SD 992.20 Dues and Fees; DMJ, Inc. Dba Brookings Dumpster 238.06 Garbage Removal; Fix It Shop Locksmith 16.00 Locks/Lock Repair; Fusion Cloud Services, LLC 345.50 Communication; Hauff Mid-America Sports Inc 2,028.50 Services; Lifeline, Incorporated 100.00 Supplies; Northern Plains Insurance Pool 27,296.84 Health Insurance; Parry, Lisa 37.90 Supplies; Roselyn's 280.00 Services; School Administrators of SD 1,905.00 Annual Dues; SD Teacher Placement Center 435.00 Membership; SDIAAA 185.40 Membership and Conference; Standard, The 174.29 Life Insurance; Studies Weekly 174.90 Supplies; Technology & Innovation In Education 1,250.00 Dues and Fees. **Fund Total: 36,612.59. Fund: 21 Capital Outlay:** DA Services Inc 3,774.93 Service; Flinn Scientific Inc 1,251.02 Supplies; I-State Truck Center 88,900.00 Bus; Karl's 599.99 Equipment; Lab-Aids Incorporated 927.08 Supplies; Renaissance Learning, Inc. 4,044.00 Software; SHI International Corp 5,047.65 Software; Shoutpoint, Inc. 345.00 Software. **Fund Total: 141,502.26. Fund: 22 Special Education Fund:** Northern Plains Insurance Pool 10,039.78 Health Insurance; Standard, The 54.21 Life Insurance. **Fund Total: 10,093.99. Fund: 51 Food Service:** Infinite Campus 976.25 Software; Northern Plains Insurance Pool 1,681.64 Health Insurance; Standard, The 33.17 Life Insurance. **Fund Total: 2,691.06**

Designate the Citizens State Bank, Arlington, SD as the legal depository for the school district.

Authorize Board President Jolene King, Business Manager Stacy Andersen, Superintendent Brian Sampson, and Administrative Secretary Kelsey Hoff to sign the signatures cards related to District Checking, District Savings, School Food Service Checking, School Food Service Savings, Custodial Checking, and Custodial Savings.

Set the band maintenance fee at \$40.00 per instrument per year.

Designate the Arlington Sun as the official newspaper for the 2022-2023 school year.

Designate the Kingsbury County Sheriff's Department as the truant officer for the 2022-2023 school year.

Set the second Monday of each month as the regular meeting date at 6:00 p.m. in the school board room.

Set the school board salaries at \$60.00 for regular meetings and \$30.00 for special and other meetings.

Set the admission prices to school events (except tournaments) at \$5.00 for adults and \$3.00 for students. The 2022-2023 activity passes set as follows: Arlington School District student season tickets (non-transferable) to all home events will be Free. Out-of-district student season tickets (non-transferable) to all home sports events will be \$30.00. Adult season tickets (non-transferable) to all home sports events will be \$65.00. Senior Citizens (age 65 and older) living within the school district may receive a Free Lifetime pass by inquiring in the business office. There will be no admission charged for plays and concerts.

Set the ticket taker reimbursement rate for the sport events paid to an organization at \$55.00 per event (under 3 hours) and \$90 per event (over 3 hours).

Set the school lunch prices at \$2.90 for K-6; \$3.30 for 7-12 and \$4.05 for adults. Ala carte items for seconds set at \$1.50. Breakfast prices set at \$1.75 for students and \$2.25 for adults. Milk Break prices are \$26.00 per year for Preschool and \$44.00 per year for Kindergarten and elementary.

Set the adult meal allowances for overnight events at the state rates. Current rates are as follows: Breakfast \$6.00; Lunch \$14.00; Supper \$20.00 for a total of \$40.00 per day. Student meal allowances for overnight events as follows: Breakfast \$5.00; Lunch \$10.00 and Supper \$15.00 for a total of \$30.00 per day.

Set the travel allowance for school employees at the state rate. Current rate is \$.42 per mile and \$.23 per mile when a school vehicle is available.

Set substitute pay for classified staff at \$95.00 per day prorated hourly and substitute pay for bus drivers at \$35.00 per route.

Set the substitute pay for certified staff at \$115.00 per day prorated hourly.

Set pay schedule for activities as presented. Referee JV & Lower Football: Referee JV games - \$45.00; Referee 7<sup>th</sup>, 8<sup>th</sup>, and C games - \$40.00; Chain Gang per complete game - \$20.00 (Jamboree Only); Clock per complete game - \$20.00 (Jamboree Only)/ Varsity Football: Chain Gang per game - \$25.00; Clock per game - \$35.00; Announcer - \$35.00/ Referee C & Lower Basketball: Referee 7<sup>th</sup>, 8<sup>th</sup> & C games - \$35.00; Clock per game - \$15.00 (C Only; JH Tourney); Scorer - \$15.00 (C Only; JH Tourney)/ Varsity & JV Basketball: Clock/Shot Clock per game - \$25.00; Scorer per game - \$25.00; Stats Board per game - \$25.00/ Referee C & Lower Volleyball: Referee 7<sup>th</sup>, 8<sup>th</sup> & C games - \$35.00; Clock per game - \$15.00 (C Only; JH Tourney); Scorer - \$15.00 (C Only; JH Tourney); Line Judge per game - \$15.00 (C Only; JH Tourney)/ Varsity & JV Volleyball: Clock/Shot Clock per game - \$25.00; Scorer per game - \$25.00; Stats Board per game - \$25.00; Line Judge per game - \$25.00/ Varsity Wrestling: Clock per match - \$25.00; Scorer per match - \$25.00; Cross Country: Official Scorer - \$50.00; Lead Timer - \$30.00; Placer - \$25.00; Pace Vehicle - \$25.00; Course Worker - \$25.00/ Track: Field Event Worker - \$50.00; Picker/Timer - \$50.00.

Authorize superintendent as legal representative for filing of applications for the school district.

Designate Title IX Staff: Title IX Coordinator—Special Education Director, Title IX Investigator—Athletic Director, Title IX Decision Maker—Principal, Title IX Appellate Decision Maker—Superintendent

Set preschool tuition rates at \$75.00 per month for a total of \$675.00 per year.

Set gym and other school property rental per updated school facility equipment rental agreement.

Authorize the business manager to distribute district fund interest to specific funds as required by GASB 34.

Authorize the business manager to be in charge of Title I and Title II block grants and all other programs for accounting purposes and to sign financial reports. Authorize superintendent to be in charge of the program's curricular and design.

Authorize the business manager to be in charge of school district funds, school food service funds, and trust & agency funds.

Authorize the business manager to advertise for gas and diesel fuel bids, vehicle maintenance quotes, snow removal bids, and lawn mowing bids, and set time, date and place for bid opening as Friday, July 29, 2022 at 1:00 p.m. in the school business office.

Adopt parliamentary procedure based on "Roberts Rules of Order".

Approve the firm of Quam, Berglin & Post, P.C. to perform the 2022-2023 fiscal year audit.

Superintendent Brian Sampson gave a building and grounds report on the design build policy and grandstand, provided an athletic complex update and provided a surplus list.

23-005: Moved by Carlson seconded by Bunker to adopt the Design-Build Contracts policy. All voted aye. Motion carried.

23-006: Moved by Bunker seconded by Hanson to contract with Civil Design Inc. to be the Performance-Criteria Developer to develop performance criteria and prepare RFP and ads for the grandstand. All voted aye. Motion carried.

23-007: Moved by Bunker seconded by Burns to approve the installation of internet access by Valley Fiber at the athletic complex. All voted aye. Motion carried.

23-008: Moved by Burns seconded by Hanson to declare surplus the list of items presented. All voted aye. Motion carried.

Business Manager Andersen presented the FY23 budget and informed the board that the auditors will begin the 2021-2022 audit on August 2-3.

23-009 Moved by Bunker seconded by Burns to approve Nathan Benz as evening custodian at \$17.00 per hour for the 2022-2023 school year. All voted aye. Motion carried.

23-010: Moved by Burns seconded by Hanson to approve Kris Harms as teacher at \$51,787.93 and assistant FFA at \$2,067.01 for the 2022-2023 school year. All voted aye. Motion carried.

Activities Director Kelcy Nash presented information on the cooperative agreements for competitive cheer and wrestling, the softball intent to participate confirmation, Anita Boeck being inducted into the SDHSCA Hall of Fame on July 17, new coach class requirements and potential policy changes.

23-011: Moved by Hanson seconded by Bunker to approve the cooperative agreements for competitive cheer and wrestling. All voted aye. Motion carried.

23-012: Moved by Hanson seconded by Burns to confirm the intent to participate in softball and authorize the hiring of a head coach and a junior varsity coach. All voted aye. Motion carried.

Superintendent Brian Sampson presented board policies for review, the ASBSD/SASD convention schedule, individuals to fill the role of surrogate family, and asked for potential dates for board training with KSB School Law.

23-013: Moved by Burns seconded by Carlson to designate Frank Crisler and Karyn Weber as surrogate parents. All voted aye. Motion carried.

23-014: Moved by Hanson seconded by Bunker to designate Jolene King as representative to the Northeast Educational Services Cooperative monthly meetings. Laura Carlson and Paul Burns will be the alternates. All voted aye. Motion carried.

23-015: Moved by Burns seconded by Bunker to designate Casey Hanson as representative to the Library Board. All voted aye. Motion carried.

23-016: Moved by Hanson seconded by Burns to designate Jolene King as the voting delegate to the ASBSD/SASD convention. All voted aye. Motion carried.

23-017: Moved by Bunker seconded by Burns to approve the comprehensive special education plan as given to the school by the Northeast Education Services Cooperative. All voted aye. Motion carried.

23-018: Moved by Hanson seconded by Burns to adjourn at 7:52 PM. All voted aye. Motion carried.

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Jolene King – School Board President

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Stacy Andersen – Business Manager

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