

ARLINGTON SCHOOL DISTRICT 38-1  
REGULAR MEETING OF THE SCHOOL BOARD  
July 12, 2021  
6:30 P.M.

The Arlington School District 38-1 Board of Education met for the FY22 Budget hearing, Monday, July 12, 2021 at 6:15 PM in the school board room.

The Arlington School District 38-1 Board of Education met in regular session, Monday, July 12, 2021 at 6:30 PM in the school board room with the following members present: President Justin Petersen, Vice President Jolene King, Michael Baker, and Marshal Mix. Superintendent Brian Sampson and Business Manager Stacy Andersen were also in attendance. Visitor in attendance was Frank Crisler.

21-182: Moved by King seconded by Baker to approve the school board meeting agenda. All voted aye. Motion carried.

21-183: Moved by Mix seconded by Baker to approve the consent agenda including the minutes from the June 14, 2021 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, 2021							
FUND	GENERAL	CAPITAL OUTLAY	SPECIAL EDUCATION	BOND REDEMP.	SCHOOL LUNCH	OTHER ENTERPRISE	TRUST & AGENCY
BALANCE - 5/31/21	928,592.63	2,564,520.54	1,105,070.37	364,694.80	21,715.19	-	50,942.56
RECEIPTS IN							
Local Sources	79,163.98	62,122.20	45,007.87	18,473.42	11.98		5,200.48
Intermediate Sources	1,158.11						
State Sources	81,329.99				510.17		
Federal Sources	-	-			8,113.73		
Transfer	10,000.00				3,033.61	30,332.72	
TOTAL RECEIPTS	171,652.08	62,122.20	45,007.87	18,473.42	11,669.49	30,332.72	5,200.48
TOTAL TO ACCOUNT FOR	1,100,244.71	2,626,642.74	1,150,078.24	383,168.22	33,384.68	30,332.72	56,143.04
DISBURSEMENTS	168,873.54	135,607.85	39,563.62	284,420.00	14,169.77		2,597.29
Transfer	36,025.71				5,000.00	30,332.72	5,000.00
BALANCE - 6/30/21	895,345.46	2,491,034.89	1,110,514.62	98,748.22	14,214.91	-	48,545.75
NET PAYROLL FOR							
Regular Instruction		48,967.55					
Special Instruction		10,749.60					
Support Service - Guidance and Library		5,223.33					
Support Service-Administration		18,048.65					
Support Services-Board		2,877.04					
Support Service-Business		5,560.09					
Support Service-Maintenance		6,154.33					
Support Service-Transportation		499.55					
Support Service-School Food Service		1,079.93					
Support Service-Compensated Absences		4,064.17					
Support Services-Substitutes, Mentors, Advisors, Athletic Workers		7,781.34					
TOTAL NET PAYROLL		111,005.58					
WITHHOLDING AND BENEFIT PAYMENTS		63,506.16					
VOUCHERS AND CLAIMS		470,720.33					
TOTAL DISBURSEMENTS		645,232.07					

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 FY2021 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-FY2021  
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 School Education Program	
Retirement	10.00
Other Compensation	850.00
Junior High School Education Program	
Other Compensation	80.00
Retirement	175.00
Health Insurance	930.00
High School Education Program	
Salaries	4,700.00
Other Compensation	580.00
FICA	550.00
Retirement	870.00
Health Insurance	3,600.00
ELL Education Program	
Retirement	60.00
Health Insurance	380.00
Title Education Program	
Other Compensation	2,400.00
Guidance Counselor	
Other Compensation	300.00
FICA	200.00
Health Insurance	320.00
Library	
Other Compensation	2,500.00
FICA	185.00
Retirement	10.00
Health Insurance	175.00
Technology Coordinator	
Salary	305.00

FICA	300.00	
Retirement	10.00	
Health Insurance	200.00	
Superintendent		
Other Compensation	1,900.00	
FICA	200.00	
Retirement	20.00	
Health Insurance	5.00	
Principal		
Salary	1,200.00	
Other Compensation	950.00	
FICA	70.00	
Retirement	40.00	
Custodial		
Other Compensation	245.00	
Repairs & Maintenance Services	13,100.00	
Transportation		
Bus Coordinator Salary	30.00	
Bus Route Driver/Substitute Salary	100.00	
Food Service		
Retirement	200.00	
Cocurricular		
Transport Wages	300.00	
Salaries Combined	3,300.00	
FICA	45.00	
Retirement	105.00	
		Total: \$41,500.00
CAPITAL OUTLAY FUND		
Elementary Instructional Software	7,649.00	
		Total: \$7,649.00
SPECIAL EDUCATION FUND		
Paraprofessionals	70.00	
Other Compensation	675.00	
Retirement	650.00	
Health Insurance	9,400.00	
		Total: \$10,795.00
SCHOOL FOOD SERVICE FUND:		
School Food Service:		
Other Compensation	270.00	
Substitutes	215.00	
FICA	150.00	
Retirement	10.00	
		Total: \$ 645.00
MEANS OF FINANCE:		
GENERAL FUND:		
Cash on Hand to Finance	41,500.00	

		Total \$41,500.00
CAPITAL OUTLAY FUND:		
Title IV Transfer	7,649.00	Total: \$7,649.00
SPECIAL EDUCATION FUND:		
Cash on Hand to Finance	10,795.00	Total: \$10,795.00
SCHOOL FOOD SERVICE FUND:		
Cash on Hand to Finance	645.00	Total: \$645.00

21-184: Moved by King seconded by Mix to approve and adopt the supplemental budget. All voted aye. Motion carried.

21-185: Moved by Baker seconded by King to approve the contract of William Taylor as Afternoon/Evening Custodian at \$16.28 per hour for the 2021-2022 school year. All voted aye. Motion carried.

21-186: Moved by King seconded by Baker to approve the contract of Carolyn Hansen as 0.50 Custodian at \$16.39 per hour for the 2021-2022 school year. All voted aye. Motion carried.

21-187: Moved by King seconded by Mix to approve the contract of Jon Tawzer as Junior High Football Coach at \$2,052.63 for the 2021-2022 school year.

Northeast Educational Services Cooperative representative Jolene King reported on the June 21, 2021 meeting.

Michael Baker and Corey Lundquist were recognized for their years of service on the school board.

21-186: Moved by Baker seconded by Mix to adjourn at 6:42 PM for the purpose of reorganizing the 2021-2022 Board of Education. All voted aye. Motion carried.

Chairman Protem Brian Sampson called the 2021-2022 Board of Education meeting to order with the following members present: Laura Carlson, Casey Hanson, Jolene King, Marshal Mix, and Justin Petersen. Superintendent Brian Sampson and Business Manager Stacy Andersen were also in attendance. Visitor in attendance was Frank Crisler.

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

Mix nominated Justin Petersen.

22-001: Moved by King seconded by Hanson that nominations cease. All voted aye. Motion carried.

22-002: Moved by Hanson seconded by Mix to approve Justin Petersen as President. All voted aye. Motion carried.

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

Mix nominated Jolene King.

22-003: Moved by Hanson seconded by Carlson that nominations cease. All voted aye. Motion carried.

22-004: Moved by Mix seconded by Carlson to approve Jolene King as Vice President. All voted aye. Motion carried.

22-005: Moved by King seconded by Mix 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 Justin Petersen, Business Manager Stacy Andersen, Superintendent Brian Sampson, and Administrative Secretary Erin Larsen to sign the signatures cards related to District Checking, District Savings, School Food Service Checking, School Food Service Savings, Trust & Agency Checking, and Trust & Agency Savings.

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

Designate the Arlington Sun as the official newspaper for the 2021-2022 school year.

Designate the Kingsbury County Sheriff's Department as the truant officer for the 2021-2022 school year.

Set the second Monday of each month as the regular meeting date at 6:30 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 2021-2022 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 \$3.75 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 30, 2021 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 2021-2022 fiscal year audit.

Superintendent Brian Sampson gave a building and grounds report on the summer projects throughout the school building.

Business Manager Andersen presented the FY22 budget and informed the board that the auditors will begin the 2020-21 audit on August 2-3.

Superintendent Brian Sampson presented the Stay Well 2021- In-Person School Plan to the Board.

Superintendent Brian Sampson presented board policies for review, the ASBSD/SASD convention schedule, A-Pin points update, extracurricular activity cooperative agreements, individuals to fill the role of surrogate family, and potential dates for GAVEL training.

22-006: Moved by Hansen seconded by King to approve the A-Pin points update to include the following: HOBY—4 points, FCA Member—4 points, ALT Club—4 points, A Club—4 points, After-School Tutor—4 points and Competitive Cheer—8 points. All voted ay. Motion carried.

22-007: Moved by Carlson seconded by Hanson to approve the 2021-2022 cooperative agreement for competitive cheer, football and wrestling. All voted aye. Motion carried.

22-008: Moved by Mix seconded by Carlson to designate Frank Crisler and Karyn Weber as surrogate parents. All voted aye. Motion carried.

22-009: Moved by Mix seconded by Hanson to designate Jolene King as representative to the Northeast Educational Services Cooperative monthly meetings. Casey Hanson and Laura Carlson will be the alternates. All voted aye. Motion carried.

22-010: Moved by King seconded by Carlson to designate Marshal Mix as representative to the Library Board. All voted aye. Motion carried.

22-011: Moved by King seconded by Carlson to designate Justin Petersen as the voting delegate to the ASBSD/SASD convention. All voted aye. Motion carried.

21-012: Moved by King seconded by Hanson to approve the comprehensive special education plan as given to the school by the Northeast Education Services Cooperative. All voted aye. Motion carried.

21-013: Moved by Hanson seconded by Carlson to adjourn at 8:08 PM. All voted aye. Motion carried.

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Justin Petersen – School Board President

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Stacy Andersen – Business Manager

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