

ARLINGTON SCHOOL DISTRICT 38-1  
REGULAR MEETING OF THE SCHOOL BOARD  
July 9, 2018  
6:30 P.M.

The Arlington School District 38-1 Board of Education met for the FY19 Budget hearing, Monday, July 9, 2018 at 6:15 PM in the school board room.

The Arlington School District 38-1 Board of Education met in regular session, Monday, July 9, 2018 at 6:30 PM in the school board room with the following members present: Vice President Jolene King, Marshal Mix, Martin Murphy, and Justin Petersen. President Michael Baker was absent. Superintendent Justin Downes and Business Manager Brian Sampson were also in attendance. Visitors in attendance were Frank Crisler, Wayne Fischer, Corey Lundquist, and Doug O'Neil.

18-130: Moved by Murphy seconded by Petersen to approve the school board meeting agenda as presented. All voted aye. Motion carried.

18-131: Moved by Mix seconded by Petersen to approve the consent agenda including the minutes from the June 11, 2018 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, 2018

FUND	GENERAL	CAPITAL OUTLAY	SPECIAL EDUCATION	PENSION	BOND REDEMP.	SCHOOL LUNCH	OTHER ENTERPRISE	TRUST & AGENCY
BALANCE - 5/31/18	1,208,394.86	1,385,228.44	746,554.21	222,502.90	343,800.14	20,217.25	-	50,655.52
RECEIPTS IN								
Local Sources	77,995.03	66,913.39	36,828.91	84.28	18,712.73	537.58		4,415.25
Intermediate Sources	949.08							
State Sources	65,028.00					508.87		
Federal Sources						6,029.59		
Transfer	14,685.90					2,575.69	10,037.43	
TOTAL RECEIPTS	158,658.01	66,913.39	36,828.91	84.28	18,712.73	9,651.73	10,037.43	4,415.25
TOTAL TO ACCOUNT FOR	1,367,052.87	1,452,141.83	783,383.12	222,587.18	362,512.87	29,868.98	10,037.43	55,070.77
DISBURSEMENTS	183,036.59	82,236.04	29,820.68	-	273,951.25	15,745.82		4,093.33
Transfer	12,613.12						10,037.43	4,648.47
BALANCE - 6/30/18	1,171,403.16	1,369,905.79	753,562.44	222,587.18	88,561.62	14,123.16	-	46,328.97

NET PAYROLL FOR

Regular Instruction	<u>55,388.66</u>
Special Instruction	<u>7,894.42</u>
Support Service - Guidance and Library	<u>2,487.16</u>
Support Service-Administration	<u>9,133.28</u>
Support Services-Board	<u>1,727.40</u>
Support Service-Business	<u>7,282.60</u>
Support Service-Maintenance	<u>6,023.83</u>
Support Service-Transportation	<u>920.79</u>
Support Service-School Food Service	<u>1,429.07</u>
Support Service-Compensated Absences	<u>8,005.65</u>

Support Services-Substitutes, Mentors,	
Student Teacher Supervision,	
Advisors, Athletic Workers	<u>2,061.39</u>
TOTAL NET PAYROLL	<u>102,354.25</u>
WITHHOLDING AND BENEFIT PAYMENTS	<u>57,055.28</u>
VOUCHERS AND CLAIMS	<u>429,474.18</u>
TOTAL DISBURSEMENTS	<u><u>588,883.71</u></u>

**June claims and vouchers as presented:**

**Fund 10 General Fund:** Arlington City 3,699.86 Utilities, Birch Communications 258.71 Communication, Bunker, Todd 10.00 Fee Reimbursement, Century Business Products 57.67 Supplies, Dakota Data Shred 56.70 Service, Div. of Criminal Investigation 86.50 Background Checks, General Wood Supply 747.37 Supplies, Hansen, Carolyn 10.00 Fee Reimbursement, Heiman, Inc. 743.50 Ansul System Inspection, Helsper, McCarty & Rasmussen, P.C. 262.50 Legal Services, Imprest Fund (Cattail Crossing Golf Course 108.00 State Golf Meet Practice Fee, Citizens State Bank 207.00 State Golf Meal Money, Deubrook School 36.53 DVC Fee), Interstate All Battery Center 134.10 Supplies, J.W. Pepper & Son Inc. 4.34 Supplies, Jay's Auto Body, LLC 2,885.32 Repairs, JCL Solutions 2,465.25 Supplies, Lifeline, Incorporated 4,394.25 Supplies, Lowe's Credit Services 595.01 Supplies, Mark's Plumbing Parts 257.68 Supplies, Northwestern Energy 303.43 Heating Fuel, Office Depot, Inc. 65.77 Supplies, Office Peeps, Inc. 91.32 Supplies, Parry, Michael 575.00 Mowing, Petty Cash 75.41 Postage, Plagman's Food Center 28.44 Supplies, Prairie Ag Partners 243.50 Service/Supplies, Ramada Rapid City 1,160.00 Lodging, RFD Newspapers, Inc. 1,017.69 Minutes & Publications, Roselyn's 280.00 Service, Running's Supply, Inc. 25.98 Supplies, Spilde Electric, Inc. 2,076.17 Service/Supplies, Universal Premium 810.31 Motor Fuel, Vincent, Jeani 70.00 Fee Reimbursement, Warnke Electric LLC 353.06 Service/Supplies **Fund Total: 24,196.37** **Fund 21 Capital Outlay:** Office Peeps, Inc. 1.66 Copier Lease **Fund Total: 1.66** **Fund 22 Special Education Fund:** Behavior Care Specialists, Inc. 2,109.58 Special Education Services, Bennett, Michele K. 5,850.75 Legal Fees, Brookings Area Transit Authority, Inc 500.00 Transportation, Murphy, Martin 67.20 Travel, Sonova USA Inc. 914.99 Equipment **Fund Total: 9,442.52** **Fund 51 Food Service:** Culligan Water Conditioning of Brookings 26.00 Services **Fund Total: 26.00**

Business Manager Sampson informed the board of the need for an additional supplement for specific areas of the FY2018 budget at the end of the fiscal year

**RESOLUTION NO. 003-FY2018  
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:**

High School Education Program		
Professional & Technical Service	70.00	
Custodial		
Compensated Absences	315.00	
Operating Transfers		
Operating Transfer Out	11,157.85	
		Total \$11,542.85

**SCHOOL FOOD SERVICE FUND:**

School Food Service		
Depreciation – Local	1,650.00	
		Total \$1,650.00

**MEANS OF FINANCE:**

**GENERAL FUND:**

Cash on Hand to Finance	11,542.85	Total \$11,542.85
<b>SCHOOL FOOD SERVICE FUND:</b>		
Cash on Hand to Finance	1,650.00	Total \$1,650.00

18-132: Moved by Murphy seconded by Petersen to approve and adopt the supplemental budget. All voted aye. Motion carried.

Northeast Educational Services Cooperative representative Martin Murphy reported on the June 18 meeting held in Watertown.

Martin Murphy was recognized for his years of service on the school board.

18-133: Moved by Petersen seconded by Murphy to adjourn at 6:33 PM for the purpose of reorganizing the 2018-2019 Board of Education. All voted aye. Motion carried.

Chairman Protem Justin Downes called the 2018-2019 Board of Education meeting to order with the following members present: Jolene King, Corey Lundquist, Marshal Mix, and Justin Petersen. Michael Baker was absent. Superintendent Justin Downes and Business Manager Brian Sampson were also in attendance. Visitors in attendance were Frank Crisler, Wayne Fischer, and Doug O'Neil.

Oath of Office was taken by new board member Corey Lundquist.

Superintendent Justin Downes called for nominations for President of the Board of Education.

19-001: Moved by King seconded by Mix to nominate Michael Baker for Board President. All voted aye. Motion carried.

19-002: Moved by Mix seconded by King to nominate Justin Petersen as Board Vice President. All voted aye. Motion carried.

19-003: Moved by Mix seconded by King 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 Surety Bond, Associated School Boards of SD 972.53 Membership Dues, Brookings Engraving 49.00 Supplies, Brookings Health System 179.00 Medical Services, Northern Plains Insurance Pool 24,269.66 Health Insurance, School Administrators of SD 1,799.00 Membership Dues, Sportdecals, Inc. 380.00 Supplies, Technology & Innovation In Education 928.00 Membership Dues, TPC Training, Inc. 1,100.00 Fees, Unum Life Insurance Company of America 57.32 Life Insurance, **Fund Total: 30,887.51** **Fund 21 Capital Outlay:** Aaron King Painting 815.00 Painting, Boeck, Tim 1,145.32 Painting, Connecting Point 395.00 Software, Foreman Sales & Service 45,500.00 Bus, High Point Network LLC 147.00 Software, IXL Learning, Inc. 2,025.00 Software, Karl's 4,435.32 Equipment, Mystery Science Inc. 2,495.00 Software, Parry, Michael 815.00 Painting, Renaissance Learning, Inc. 2,749.00 Software, Riddell/All American Sports Corp 523.30 Equipment **Fund Total: 61,044.94** **Fund 22 Special Education Fund:** Northern Plains Insurance Pool 3,124.39 Health Insurance, Unum Life Insurance Company of America 5.63 Life Insurance **Fund Total: 3,130.02** **Fund 51 Food Service:** Northern Plains Insurance Pool 656.89 Health Insurance, SNASD 540.00 Conference Registrations, Unum Life Insurance Company of America 32.35 Life Insurance **Fund Total: 1,229.24**

Open Enrollments out for elementary students.

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

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

Designate the Arlington Sun as the official newspaper for the 2018-2019 school year.

Designate the Kingsbury County Sheriff's Department as the truant officer for the 2018-2019 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 2018-2019 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 \$2.75 for K-6; \$3.15 for 7-12 and \$3.75 for adults. Ala carte items for seconds set at \$1.00. 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 \$11.00; Supper \$15.00 for a total of \$32.00 per day. Student meal allowances for overnight events as follows: Breakfast \$5.00; Lunch \$7.00 and Supper \$10.00 for a total of \$22.00 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 \$90.00 per day prorated hourly and substitute pay for bus drivers at \$35.00 per route.

Set the substitute pay for certified staff at \$110.00 per day prorated hourly.

Set pay schedule for activities as presented. Referee JV & Lower Football: Referee JV games - \$40.00; Referee 7<sup>th</sup>, 8<sup>th</sup>, and C games - \$35.00; Chain Gang per complete game - \$15.00 (Jamboree Only); Clock per complete game - \$15.00 (Jamboree Only)/ Varsity Football: Chain Gang per game - \$20.00; Clock per game - \$30.00; Announcer - \$30.00/ Referee C & Lower Basketball: Referee 7<sup>th</sup>, 8<sup>th</sup> & C games - \$30.00; Clock per game - \$12.00 (C Only; JH Tourney); Scorer - \$12.00 (C Only; JH Tourney)/ Varsity & JV Basketball: Clock/Shot Clock per game - \$20.00; Scorer per game - \$20.00; Stats Board per game - \$20.00/ Referee C & Lower Volleyball: Referee 7<sup>th</sup>, 8<sup>th</sup> & C games - \$30.00; Clock per game - \$12.00 (C Only; JH Tourney); Scorer - \$12.00 (C Only; JH Tourney); Line Judge per game - \$12.00 (C Only; JH Tourney)/ Varsity & JV Volleyball: Clock/Shot Clock per game - \$20.00; Scorer per game - \$20.00; Stats Board per game - \$20.00; Line Judge per game - \$20.00/ Varsity Wrestling: Clock per match - \$20.00; Scorer per match - \$20.00.

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

Designate superintendent as the Title IX coordinator.

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, August 3, 2018 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 2018-2019 fiscal year audit.

Public comment was open and no visitor to the meeting provided any public comment.

19-004: Moved by King seconded by Mix to accept the request for school board waiver from Corey Lundquist pursuant to conflicts of interest SDCL 3-23-3: conditions under which authority, board, or commission may authorize member to have interest in or derive direct benefit from contract. The request for waiver was authorized because the terms of the contract are fair, reasonable, and not contrary to the public interest such that a waiver should be granted. 3(King, Mix, Petersen) – 1 recused in accordance with SDCL 3-23-3(Lundquist). Motion carried.

Superintendent Justin Downes gave a building and grounds report on the summer projects throughout the school building and at the athletic field.

Business Manager Brian Sampson presented the FY19 budget and informed the board that auditors from Quam, Berglin & Post will be at the school July 17-18 to begin the audit for the 2017-2018 fiscal year.

19-005: Moved by Mix seconded by King to offer and accept as to form from Brock M. Reinhiller for the 2018-19 season a junior football coach contract at \$1,733.45 plus \$250.00 fuel stipend. All voted aye. Motion carried.

Superintendent Justin Downes presented board policies for review and activity cooperative agreements.

19-006: Moved by Mix seconded by Lundquist to approve the 2018-2019 cooperative agreements for wrestling. All voted aye. Motion carried.

19-007: Moved by King seconded by Lundquist to approve the 2018-2019 cooperative agreements for competitive cheer. All voted aye. Motion carried.

19-008: Moved by King seconded by Lundquist to approve the 2018-2019 cooperative agreements for football. All voted aye. Motion carried.

19-009: Moved by Mix seconded by Lundquist to designate Justin Petersen as representative to the Northeast Educational Services Cooperative monthly meetings. Jolene King and Michael Baker will be the alternates. All voted aye. Motion carried.

19-010: Moved by King seconded by Mix to designate Corey Lundquist as representative to the Library Board. All voted aye. Motion carried.

19-011: Moved by King seconded by Lundquist to approve the comprehensive special education plan as given to the school by the Northeast Education Services Cooperative. All voted aye. Motion carried.

Board member Marshal Mix opened public comment again so Doug O'Neil could address the board. Doug O'Neil specifically addressed the desire to bid on certificates of deposit when they come available. After some discussion, Doug O'Neil asked the board if the school wants a business relationship with CorTrust Bank.

The next regular meeting will be on Monday, August 13, 2018 in school board room at 6:30 p.m.

19-012: Moved by Lundquist seconded by King to adjourn at 7:41 PM. All voted aye. Motion carried.

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Michael Baker – School Board President

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Brian Sampson – Business Manager

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