

ARLINGTON SCHOOL DISTRICT 38-1
 REGULAR MEETING OF THE SCHOOL BOARD
 July 13, 2020
 6:30 P.M.

The Arlington School District 38-1 Board of Education met for the FY21 Budget hearing, Monday, July 13, 2020 at 6:15 PM in the school board room.

The Arlington School District 38-1 Board of Education met in regular session, Monday, July 13, 2020 at 6:30 PM in the school board room with the following members present: President Michael Baker, Vice President Justin Petersen, Jolene King, Corey Lundquist, and Marshal Mix. Superintendent Brian Sampson, Business Manager Stacy Andersen and Principal Lisa Parry were also in attendance. Visitors in attendance were Heather Asmussen and Frank Crisler.

20-129: Moved by King seconded by Petersen to approve the school board meeting agenda. All voted aye. Motion carried.

20-130: Moved by Petersen seconded by King to approve the consent agenda including the minutes from the June 8, 2020 meeting, the minutes from the June 22, 2020 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, 2020								
FUND	GENERAL	CAPITAL OUTLAY	SPECIAL EDUCATION	PENSION	BOND REDEMP.	SCHOOL LUNCH	OTHER ENTERPRISE	TRUST & AGENCY
BALANCE - 5/31/20	804,718.95	2,366,452.56	977,316.85	86,687.42	346,334.64	18,721.47	-	61,849.28
RECEIPTS IN								
Local Sources	113,362.73	97,061.19	59,774.40	-	25,896.71	70.99		766.62
Intermediate Sources	499.96							
State Sources	70,353.70					436.23		
Federal Sources	2,027.00	18,155.00				2,578.68		
Transfer	124,700.21					4,215.87	7,853.57	
TOTAL RECEIPTS	310,943.60	115,216.19	59,774.40	-	25,896.71	7,301.77	7,853.57	766.62
TOTAL TO ACCOUNT FOR	1,115,662.55	2,481,668.75	1,037,091.25	86,687.42	372,231.35	26,023.24	7,853.57	62,615.90
DISBURSEMENTS	180,241.92	111,847.38	31,425.64	-	281,207.50	13,165.84		676.42
Transfer	22,609.66			86,687.42			7,853.57	5,000.00
BALANCE - 6/30/20	912,810.97	2,369,821.37	1,005,665.61	-	91,023.85	12,857.40	-	56,939.48
NET PAYROLL FOR								
Regular Instruction		45,999.66						
Special Instruction		11,549.30						
Support Service - Guidance and Library		3,068.20						
Support Service-Administration		16,644.57						
Support Services-Board		1,960.74						
Support Service-Business		5,421.22						
Support Service-Maintenance		5,894.28						
Support Service-Transportation		159.34						
Support Service-School Food Service		1,500.89						
Support Service-Compensated Absences		5,672.58						
Support Services-Substitutes, Mentors, Advisors, Athletic Workers		1,515.96						
TOTAL NET PAYROLL		99,386.74						
WITHHOLDING AND BENEFIT PAYMENTS		64,212.94						
VOUCHERS AND CLAIMS		455,143.15						
TOTAL DISBURSEMENTS		618,742.83						

June claims and vouchers as presented:

Fund: 10 General Fund: Amazon 224.92 Supplies; Arlington City 4,642.70 Utilities; Brookings Health System 179.00 Medical Services; Brookings Register 169.00 Advertising; Flinn Scientific Inc 219.15

Supplies; Fusion Cloud Services, LLC 283.83 Communication; General Wood Supply 322.82 Supplies And Maintenance; Helsper, Mccarty & Rasmussen, P.C.495.00 Legal Services; ; Interstate All Battery Center 75.60 Supplies; JCL Solutions 906.69 Supplies; Lowe's Credit Services 422.04 Supplies; Northwestern Energy 81.53 Heating Fuel; Parry, Michael 460.00 Services; Petty Cash 48.03 Postage; Prairie Ag Partners 137.58 Supplies; RFD Newspapers, Inc. 200.68 Minutes/Classified Ads; Roselyn's 280.00 Service; School Specialty 818.85 Supplies; Tab Systems Inc. 7,408.85 Maintenance; Universal Premium 237.27 Supplies; Wal-Mart 350.64 Supplies; **Fund Total:17,964.18. Fund: 21 Capital Outlay:** Century Business Products 364.03 Equipment; Office Peeps, Inc. 0.69 Copier Lease. **Fund Total: 364.72. Fund: 22 Special Education Fund:** Edgenuity 250.00 Software. **Fund Total: 250.00. Fund: 51 Food Service Fund:** Culligan Water Conditioning of Brookings 26.00 Services. **Fund Total: 26.00.**

Business Manager Andersen informed the board of the need for an additional supplement for specific areas of the FY2020 budget at the end of the fiscal year

**RESOLUTION NO. 003-FY2020
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:

Junior High School Education Program		
Other Compensation	660.00	
Health Insurance	365.00	
High School Education Program		
Other Compensation	2,400.00	
Health Insurance	1,020.00	
Guidance Counselor		
Health Insurance	320.00	
Technology Coordinator		
Health Insurance	475.00	
Legal Services		
Professional Services	460.00	
Business Manager		
Professional Services	15.00	
Custodial		
Repairs & Maintenance Services	6,130.00	
Transportation		
Other Compensation	180.00	
Supplies	180.00	
		Total: \$12,205.00

SPECIAL EDUCATION FUND

Teacher Salary	2,400.00	
Other Compensation	1,335.00	
Health Insurance	1,750.00	
		Total: \$5,485.00

SCHOOL FOOD SERVICE FUND:

School Food Service:		
Other Compensation	410.00	
Donated Commodities	375.00	

Depreciation-Local	1,135.00	Total: \$ 1,920.00
MEANS OF FINANCE:		
GENERAL FUND:		
Cash on Hand to Finance	12,205.00	Total \$12,205.00
SPECIAL EDUCATION FUND:		
Cash on Hand to Finance	5,485.00	Total: \$5,485.00
SCHOOL FOOD SERVICE FUND:		
Cash on Hand to Finance	1,920.00	Total: \$1,920.00

20-131: Moved by Lundquist seconded by Mix to approve and adopt the supplemental budget. All voted aye. Motion carried.

20-132: Moved by King seconded by Mix to approve the contract of Michelle Madsen at \$2,389.50 as Assistant Cross Country coach. All voted aye. Motion carried.

Northeast Educational Services Cooperative representative Jolene King reported on the June 15, 2020 meeting held via teleconference.

20-133: Moved by King seconded by Petersen to adjourn at 6:35 PM for the purpose of reorganizing the 2020-2021 Board of Education. All voted aye. Motion carried.

Chairman Protem Brian Sampson called the 2020-2021 Board of Education meeting to order with the following members present: Michael Baker, Jolene King, Corey Lundquist, Marshal Mix, and Justin Petersen. Superintendent Brian Sampson, Business Manager Stacy Andersen and Principal Parry were also in attendance. Visitors in attendance were Heather Asmussen and Frank Crisler.

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

Mix nominated Justin Petersen.
King nominated Michael Baker.

21-001: Moved by Baker seconded by Petersen that nominations cease and vote on a roll call vote. 3(Baker, Mix, Lundquist) 1(King) Petersen abstain. Justin Petersen President.

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

Baker nominated Jolene King.

21-002: Moved by Baker seconded by Lundquist that nominations cease. All voted aye. Motion carried. Jolene King Vice-President.

21-003: Moved by Baker 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 Business Manager Bond; Blackboard Inc. 2,216.70 Service; DMJ Inc. Dba Brookings Dumpster 238.06 Garbage Removal; JCL Solutions 2,108.99 Supplies Northern Plains Insurance Pool 27,084.19 Health Insurance; Office Peeps, Inc. 474.72 Supplies; School Administrators of SD 1,884.00 Annual Dues; SD Teacher Placement Center 435.00 Dues; Studies Weekly 182.85 Supplies; Teachers Synergy, LLC 99.24 Supplies; Technology & Innovation in Education 936.00 Dues And Fees; Unum Life Insurance Company of America 60.65 Life Insurance; Verizon Wireless 30.94 Communication. **Fund Total: 36,904.34. Fund: 21 Capital Outlay:** Boeck, Tim 2,091.77 Painting; Da Services Inc 3,595.18 Service; Flinn Scientific Inc 1,267.73 Supplies; IXL Learning, Inc. 1,950.00 Supplies; King, Aaron 1,340.00 Painting; Parry, Mike 1,540.00 Painting; Really Good Stuff, LLC 219.99 Supplies; Riverside Technologies Inc. 2,880.00 Computer Equipment; Shoutpoint, Inc. 345.00 Software. **Fund Total: 15,229.67. Fund: 22 Special Education Fund:** Northern Plains Insurance Pool 5,425.32 Health Insurance; Unum Life Insurance Company of America 7.20 Life Insurance. **Fund Total: 5,432.52. Fund 51 Food Service Fund:** Infinite Campus 972.70 Software; Norther Plains Insurance Pool 2,976.34 Health Insurance; UNUM Life Insurance Company of America 32.35 Life Insurance. **Fund Total 3,981.39.**

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 2020-2021 school year.

Designate the Kingsbury County Sheriff's Department as the truant officer for the 2020-2021 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 2019-2020 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 \$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 7th, 8th, 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 7th, 8th & 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 7th, 8th & 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, July 31, 2020 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 2020-2021 fiscal year audit.

21-004: Moved by Mix seconded by King 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. 4(King, Mix, Petersen, Baker) – 1 recused in accordance with SDCL 3-23-3(Lundquist). Motion carried.

Superintendent Brian Sampson gave a building and grounds report on the summer projects throughout the school building, the temperature controllers on the HVAC system and presented information on a building sanitizing system.

Business Manager Andersen presented the FY21 budget and informed the board that she will be filing paperwork to be able to view the bank accounts online and that the auditors from Quam, Berglin & Post, P.C. will be at the school July 28-29 to begin the audit for the 2019-2020 fiscal year.

Superintendent Brian Sampson and Principal Parry presented the Back to School Plan to the Board.

Superintendent Brian Sampson informed the Board that the Notification of School Closing with Plan to Instruct during Closing was received and will be on file for accreditation records, presented board policies for review, the ASBSD/SASD convention schedule, 2020-2021 school calendar, extracurricular activity cooperative agreements, individuals to fill the role of surrogate family, and runoff SDHSAA ballots.

21-005: Moved by King seconded by Baker to adjust the 2020-2021 school calendar for August 11 and 12 in-service days to become two floating days. All voted aye. Motion carried.

21-006: Moved by Mix seconded by Banker to approve the 2020-2021 cooperative agreement for competitive cheer, football and wrestling. All voted aye. Motion carried.

21-007: Moved by King seconded by Lundquist to designate Frank Crisler and Karyn Weber as surrogate parents. All voted aye. Motion carried.

21-008: Moved by King seconded by Mix to vote for Heath Larson on the SDHSAA run-off ballot. All voted aye. Motion carried.

21-009: Moved by Mix seconded by Baker to designate Jolene King as representative to the Northeast Educational Services Cooperative monthly meetings. Justin Petersen and Corey Lundquist will be the alternates. All voted aye. Motion carried.

21-010: Moved by King seconded by Baker to designate Corey Lundquist as representative to the Library Board. 4(Baker, King, Mix, Petersen) Lundquist abstains. Motion carried.

21-011: Moved by Lundquist seconded by Mix to designate Michael Baker as the voting delegate to the ASBSD/SASD convention. All voted aye. Motion carried.

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

The next regular meeting will be on Monday, August 10, 2020 in school board room at 6:30 p.m.

20-013: Moved by Baker seconded by Mix to enter Executive Session for board evaluation per SDCL 1-25-2(1) at 8:21. All voted aye. Motion carried.

President Petersen declared the executive session closed and the meeting reopened to the public at 8:53 PM.

21-014: Moved by King seconded by Baker to adjourn at 8:54 PM. All voted aye. Motion carried.

Justin Petersen – School Board President

Stacy Andersen – Business Manager

Published once at the total approximate cost of \$_____.