

SCHOOL BOARD MINUTES
WATERTOWN SCHOOL DISTRICT NO. 14-4
CODINGTON COUNTY, SOUTH DAKOTA
(Pending School Board Approval)

The School Board of the Watertown School District No. 14-4 of Codington County, South Dakota convened pursuant to due notice at 7:00 p.m., Monday, March 10, 2014 in regular session. The following members were in attendance: Chairman Tammy Rieber, Garrett Priest, Susan Jones, Dr. Fred Deutsch and Tom Linngren. Also in attendance were staff, administration and representatives of the news media.

Chairman Tammy Rieber convened the Board for its regular meeting by leading the Pledge to the Flag.

AGENDA REVIEW/APPROVAL

Mrs. Susan Jones moved that the agenda be approved as presented. Mr. Garrett Priest seconded. Five votes yes. Motion carried.

MINUTES

Mr. Garrett Priest moved that the minutes of the February 10, 2014 meeting be approved as presented. Dr. Fred Deutsch seconded. Five votes yes. Motion carried.

FINANCIAL REPORT

Rick Hohn, Business Manager, presented the financial report of receipts, disbursements and cash balances for the month of February, 2014 as listed below:

Receipts: Taxes, \$425,932.37; Tuition, \$121,001.64; County Sources, \$37,810.27; State Aid, \$823,875.00; Other State Sources, \$648,805.94; Federal Sources, \$303,478.02; Sales, \$260,577.72; Interest on Investment, \$6,980.48; Misc., \$221,885.16; Sales Tax, \$10,561.50.

Expenditures: Verified Claims & Expenditures, \$1,421,123.03; Salaries, \$2,929,456.94.

Cash Balances, February 28, 2014: General Fund \$5,906,649.81; Capital Outlay, \$2,887,048.10; Special Education, \$1,296,457.00; Pension Fund, \$1,338,931.65; Lake Area Technical Institute, \$3,865,178.99; K-12 Nutrition Services, \$703,323.26; LATI Bookstore Services, \$215,289.36; LATI Nutrition Services, \$138,461.85; LATI Day Care Center, \$120,828.24; Concessions, \$190,042.56; Drivers Education, \$1,458.29; Pre-School Services, (\$267.92).

Trust and Agency Funds: Clubs and Scholarships – Receipts, \$49,197.42; Expenditures, \$98,037.34; Balance, \$274,173.41. LATI Agency Fund – Receipts, \$87,365.92; Expenditures, \$76,267.57; Balance, \$95,583.59. Endowment Fund – Receipts, \$117.89; Balance, \$311,700.47. Unemployment Escrow – Receipts, \$77.23; Balance, \$204,191.69.

Special Revenue/Internal Service Funds: LATI Financial Aid – Receipts, \$72,712.89; Expenditures, \$84,955.57; Balance, \$171,805.29. Employee Benefit Trust – Receipts, \$505,343.36; Expenditures, \$308,386.19; Balance, \$1,975,284.90.

LATI DISCUSSION ITEM

Placement Report– Deb Shephard, LATI President, provided a Placement Report in relation to the 2012-13 LATI graduates. The report indicated that in 2013 LATI had 592 graduates of which 578 were located. Of those located, 102 indicated that they are continuing their education and 460 indicated that they are employed. 87% of the graduates indicating employment also indicated that they are employed in their training related field. President Shephard also reported that she was pleased with the hourly wage being identified by graduates in the varying fields.

ACTION 14125

Mr. Garrett Priest moved the approval of the requested retirements of: John Annett, LATI Computer Information Systems; Doug Jerke, LATI Building Trades; Mona Gleysteen, LATI MLT Instructor and Assessment Coordinator and Tim Page, LATI Precision Machining, and thanked them for their many years of service. Dr. Fred Deutsch seconded. Five votes yes. Motion carried.

ACTION 14126

Dr. Fred Deutsch moved the approval of the resignation received from Mike Lee, LATI Diesel Lab Aide. Mr. Garrett Priest seconded. Five votes yes. Motion carried.

ACTION 14127

Deb Shephard, LATI President, presented the following contract recommendations/addendums and asked for their approval.

LATI CONTRACT RECOMMENDATIONS/ADDENDUMS:

Justin Hagedorn - Agriculture Instructor for 2014-2015 School year - \$37,500.00

Adjunct

Alexis Stinton – AGR239 & AGR101 -1.25 credits @ \$885.00/cr - \$1,106.25

Aaron Wiechmann – AED/CPR/First Aid – 75 hrs @ \$22.70/hr - \$1,702.50

Chad Berg – MFR Lab – 80 hrs @ \$22.70/hr - \$1,816.00

Chad Berg – HAZ100 – 40 hrs @ \$22.70/hr - \$908.00

Bob Koistinen – MFR Lab – 80 hrs @ \$22.70/hr – \$1,816.00

Chad Hauge – ESL – 2.5 credits @ \$885.00/cr - \$2,212.50

Kyle Hollenbeck – AED/CPR/First Aid – 75 hrs @ \$22.70/hr - \$1,702.50

Adam Heinrich – MFR Lab – 80 hrs @ \$22.70/hr - \$1,816.00

Kathy Holtquist – CSS100 & BUS220 – 2.3 credits @ \$885.00/cr - \$2,035.50

Bryan Wientjes – HAZ100 – 40 hrs @ \$22.70/hr - \$908.00

Alex DeFea – MFR Lab – 80 hrs @ \$22.70/hr - \$1,816.00

Jeremy Robertson – AED/CPR/First Aid – 75 hrs @ \$22.70/hr - \$1,702.50

Jeremy Robertson – HAZ100 – 40 hrs @ \$22.70/hr - \$908.00

Jeremy Robertson – MFR Lab – 80 hrs @ \$22.70/hr - \$1,816.00

Jim Strom – DT282 Tractor/Shop Production 3 – 3 credits @ \$885.00/cr - \$2,655.00

Laurie Larson – PN Clinical Lab – 4 hrs @ \$23.00/hr - \$92.00

Curriculum

Robin York – Development for Registered Nursing Program – 40 hrs @ \$20.34/hr - \$813.60

Amber Schleusner – Development for Registered Nursing Program – 40 hrs @ \$20.34/hr - \$813.60

Patty Foley – Development for Registered Nursing Program – 40 hrs @ \$20.34/hr - \$813.60
 Rhonda Stangl – Development for Registered Nursing Program – 40 hrs @ \$20.34/hr - \$813.60
 Rhonda Bradberry – Curriculum work for accreditation – 40 hrs @ \$20.34/hr - \$813.60
 Sherray Hurlbert – Instructional Design Research & Open Educational Resources Evaluation – 160 hrs @ \$20.34/hr - \$3,254.40
 Robin Adler – Instructional Design Research & Open Educational Resources Evaluation – 40 hrs @ \$20.34/hr - \$813.60

Overload

Casey Feininger – CIS256 – 3 credits @ \$885.00/cr - \$2,655.00
 Amy Meadors – DA Online Overload - \$3,307.00
 Nicole Misner – DA Online Overload - \$3,307.00
 Jackie Abel – HST138 – 1 credit @ \$104.00/cr - \$104.00
 Scott Leitheiser – After Hours Solar Car – 3 credits @ \$885.00/cr - \$2,655.00
 Trent Theye – Skills USA Advisor – 1 credit @ \$885.00/cr - \$885.00
 Thor Green – AT107 – 3 credits @ \$104.00/cr - \$312.00
 Kelly McDaniel – AGR233 – 3 credits @ \$104.00/cr - \$312.00
 Jason Meester – BTT156 - .5 credits @ \$885.00/cr - \$442.50

Corporate Ed

Brian Olson – SD Wheatgrowers Seminar – 6 hrs @ \$39.00/hr - \$234.00
 Scott Shephard – Digital Photography – 6 hrs @ \$39.00/hr - \$234.00
 Rhonda Bradberry – Spring Dental Assisting Workshop – 30 hrs @ \$39.00/hr - \$1,170.00
 Darrel Woolery – SD Wheatgrowers Seminar – 2 hrs @ \$39.00/hr - \$78.00
 Dalton Stearns – DOT Welding – 30 hrs @ \$39.00/hr - \$1,170.00
 Shawn Kulla – iBasics Class – 4 hrs @ \$39.00/hr - \$156.00
 Nicole Misner – Intro to Basic concepts in Dental X-ray – 16 hrs @ \$39.00/hr - \$624.00

Dr. Fred Deutsch moved the approval of the contract recommendations/addendums as presented.
 Mr. Garrett Priest seconded. Five votes yes. Motion carried.

ACTION 14128

Superintendent Dr. Jutting presented a list of LATI Administrators and Directors and asked the School Board to consider the continued employment for the 2014-15 year with salaries to be determined at a later date. Dr. Fred Deutsch moved that the following LATI Administrators and Directors receive continued employment for the 2014-15 year: Mike Cartney, Marlene Seeklander, Kim Bellum, Tom Paulson, LuAnn Strait, Eric Schultz, Dennis Heller and Steve Hauck. Mr. Garrett Priest seconded. Five votes yes. Motion carried.

ACTION 14129

Deb Shephard, LATI President, presented and reviewed bids received in relation to equipment to be purchased with the Governor’s GOED allocation.

Bidder Item	Billion Auto of Watertown	Billion Auto of Watertown	Billion Auto of Watertown	Watertown Ford Chrysler	Sharp Automotive	Snap-On	AmTech Automotive Equipment Inc	Productivity Inc
1 – Hunter, or equivalent, aligner						Snap-On Brand Aligner \$78,090.73	Hunter Brand Aligner \$63,535.96	

5 – Five (5) new 2014 Vehicles, Ford Fusion S FWD or Equivalent	2014 Toyota Corolla CVT LE \$16,900 x 5 \$84,500	2014 Chevrolet Malibu LS \$20,990 x 5 \$104,950	2014 Toyota Camry I4 L \$18,900 x 5 \$94,500	2014 Ford Fusion S \$17,572.54 x 5 \$87,862.70	2014 Chevrolet Malibu LS \$18,459 x 5 \$92,295			
Vehicle Alternate 1: Price for an additional vehicle					Additional \$18,459 Total \$110,754			
2 – HAAS VF-1 Vertical Machining Center or equivalent								\$104,142
NOTES for Bidder				60 – 90 day delivery	8 -10 weeks delivery			Includes shipping and installation

Mr. Tom Linngren moved that the bids received from Watertown Ford Chrysler for the purchase of five (5) 2014 Ford Fusions in the amount of \$87,862.70, the bid received from AmTech Automotive Inc. for the purchase of a Hunter Aligner in the amount of \$63,535.96 and the bid received from Productivity Inc. for the purchase of a HAAS VF-1 Vertical Machining Center in the amount of \$104,142.00 be approved. Mrs. Susan Jones seconded. Five votes yes. Motion carried.

ACTION 14130

Rick Hohn, Business Manager, reviewed the list of projects identified to be included within the Design Build Project at Lake Area Technical Institute with Johnson Control, Inc. Hohn went on to indicate that there are thirteen various projects identified for a total guaranteed cost of \$1,530,590.00. It was also noted that as typical in major remodel/improvement projects, there is always a chance of the need to issue change orders. Mrs. Susan Jones moved that the District enter into a Design Build contract with Johnson Controls in the amount of \$1,530,590.00 in relation to the thirteen identified projects. Mr. Tom Linngren seconded. Five votes yes. Motion carried.

ACTION 14131

Rick Hohn, Business Manager, indicated that the desired funding for the Design Build Project would be in the form of a Lease Purchase Agreement. Hohn also indicated that he has been working with the company of First National Capital Market in relation to obtaining such an agreement. The preliminary numbers indicate an average interest rate for the five (5) year Lease Purchase Agreement at .764% with the underwriting fee being approximately \$14,000.00. Mr. Tom Linngren moved that the Business Manager be authorized to continue the development of a Lease Purchase Agreement with First National Capital Market in relation to the funding of the Design Build Project. Mrs. Susan Jones seconded. Five votes yes. Motion carried.

ACTION 14132

Deb Shephard, LATI President, requested authorization to seek bids for mannequins and dental training units that are part of the most recent TAACCCT Grant awarded to LATI. Mrs. Susan Jones moved that the Business Manager be authorized to seek bids for mannequins and dental training units as requested. Mr. Tom Linngren seconded. Five votes yes. Motion carried.

ACTION 14133

Rick Hohn, Business Manager, presented a Lease Agreement in relation to the leasing of the house owned by LATI located at 1016 Arrow Ave. NE. Hohn went on to indicate that the Lease Agreement is for 14 months at \$650.00 per month and that the lease agreement contains the typical lease language. Mr. Tom Linngren moved the approval of the Lease Agreement in which the Watertown School District leases a house located at 1016 Arrow Ave. NE to Tim Smith as presented. Mrs. Susan Jones seconded. Five votes yes. Motion carried. (A complete copy of this Lease Agreement can be viewed in the Office of the Business Manager.)

K-12 DISCUSSION ITEMS

Northeast Technical High School Board Report – Superintendent Dr. Lesli Jutting indicated that the selection process for instructors for Project Lead the Way and Agriculture are currently taking place. Dr. Jutting also indicated that individual school enrollment for the 2015 year are being filled with the open slots being identified. It was also noted that classes related to Project Lead the Way have received discussion in relation to their connection to post secondary.

Summer School 2014 – Darrell Stacey, Assistant Superintendent, provided an update in relation to the development of Summer School offering for the summer of 2014. Mr. Stacey indicated that the program for students in Kindergarten, First Grade and Second Grade will be focused on Literacy and that additional Summer School offerings will be provided for grades Six and Seven in the area of Mathematics. Mr. Stacey also indicated that the Summer School offering will be very specific and deliberate. General discussion was held in relation to the selection of students and the communication with parents along with the noting that Summer School participation will not be mandatory for those selected.

Middle College – Dr. Michael Butts, High School Principal, updated the School Board in relation to the public meetings that had been held with parents and students. It was noted that 77 students have indicated an interest in participating in the Middle College offering and that this number slightly exceeds the original number of 60 that was hoped for. Dr. Butts indicated that students and parents are preparing and submitting applications to participate in the Middle College and that once the applications are all received, a meeting will be held with both the student and parent to discuss the potential participation. General discussion was held in relation to what happens if the desired number of participants is not obtained or if there are more student applications than can be accommodated.

ACTION 14134

Mrs. Susan Jones moved the approval of the verified claims and salaries for the month of February as presented. Mr. Garrett Priest seconded. Five votes yes. Motion carried.

ACTION 14135

Mr. Garrett Priest moved the approval of the retirements received from: Lynn Langner, Lincoln 6th Grade Instructor; Nancy Frentz, McKinley 1st Grade Instructor; Gregg Struwe, Middle School

Science; Susie Faehn, Director of Accounting, and Terry Muller, Lincoln Custodian, and thanked them for their many years of dedicated service to the District. Dr. Fred Deutsch seconded. Five votes yes. Motion carried.

ACTION 14136

Mr. Garrett Priest moved the approval of the following resignations:

Kelly O'Connor – Middle School Wrestling Assistant Coach
Aimee Zachrison – Assistant Principal, High School
Bobbi Jo Soupir – Sophomore Head Volleyball Coach
Steve Svendson – Graduation Coach & Head Varsity Football Coach
Tricia Gerlach – Science Instructor, High School
Roger Mack – Custodian, Mellette
Mari Pickering – Special Education Teacher, Jefferson
James Pischke – Custodian, Roosevelt
Christopher Reidburn – 8th Grade Girls Basketball Coach

Dr. Fred Deutsch seconded. Five votes yes. Motion carried.

ACTION 14137

Darrell Stacey, Assistant Superintendent, presented the following contract recommendations/addendums and asked for their approval.

K-12 CONTRACT RECOMMENDATIONS/ADDENDUMS:

Vicky Bull Fisher – Head Gymnastics - \$5,986.00
Aaron Althoff – Assistant Varsity Wrestling - \$3,557.00
Amanda Penning – Head Girls Basketball Cheerleading - \$1,645.00
Jeff Dunn – Assistant Gymnastics - \$4,206.00
Tina Saraceni – Food Service Worker, Jefferson – 3 hrs/day @ \$9.25/hr
Julie Kludt – Food Service Worker, Jefferson – 3 hrs/day @ \$9.25/hr

Dr. Fred Deutsch moved that the contract recommendations/addendums be approved as presented. Mr. Garrett Priest seconded. Five votes yes. Motion carried.

ACTION 14138

Superintendent Dr. Lesli Jutting presented requests for the authority to hire a School Psychologist, four (4) Middle College Instructors and a K-2 Literacy Instructor/Coach. Dr. Jutting went on to provide rationale and the funding force for each of the requests. Mr. Garrett Priest moved the approval of the authority to hire a School Psychologist, four (4) Middle College Instructors and a K-2 Literacy Instructor/Coach as requested. Dr. Fred Deutsch seconded. Five votes yes. Motion carried.

ACTION 14139

Superintendent Dr. Lesli Jutting presented a list of K-12 Administrators and recommended that the School Board approve their continued employment for 2014-15 year with salaries to be determined at a later date. Dr. Fred Deutsch moved that the following K-12 Administrators be offered continued employment for the 2014-15 year: Mike Butts, Brad Brandsrud, Troy Terronez, Todd Brist, Chad Johnson, Jennifer Bollinger, John Decker, Gregg DeSpiegler, Laura Morrow,

Susan Patrick, Jennifer Heggelund, Brenda Palsma, Deb Fredrickson, Darrell Stacey, Rick Hohn and Steve Moore. Mr. Garrett Priest seconded. Five votes yes. Motion carried.

ACTION 14140

Superintendent Dr. Lesli Jutting presented Policy IKF-Graduation Requirements/Early Graduation for its final reading and approval. Mrs. Susan Jones moved that Policy IKF-Graduation Requirements/Early Graduation be approved as presented. Mr. Tom Linngren seconded. Five votes yes. Motion carried. (A complete copy of this policy can be viewed in the Office of the Superintendent.)

ACTION 14141

Rick Hohn, Business Manager, reviewed and presented for Board consideration bids received in relation to the purchase of two school buses. Hohn went on to indicate that the bids received were very competitive and that the cost of the buses will be accommodated by the 2014-15 budget.

	Harlow's Bus Sales, Inc.	North Central Bus Sales, Inc.	Trucks of Bismarck, Inc.
Bid Security	International 10% Bond	Blue Bird 10% Bond	Thomas 10% Bond
Base Bid – Two – 2014 or 2015 - 72 passenger conventional school buses seated to 65 passengers.	\$162,600.00	\$161,894.00	\$167,000.00
Option #1 – L.E.D. Lighting Package	Exterior - \$250.00 8 Ways - \$450.00 Interior - \$300.00 Per Bus	Exterior & 8 Ways \$750.00 Per Bus	\$1,250.00 Per Bus
Other Options and Information:	-	Convection Heater \$400.00 Per Bus Blue Bird – GPS Basic \$28.00/month 60 months	-

Mrs. Susan Jones moved that the bid received from North Central Bus Sales, Inc. for the purchase of two school buses equipped with L.E.D. lighting packages and convection heaters in the total bid amount of \$164,194.00 be approved. Mr. Tom Linngren seconded. Five votes yes. Motion carried.

ACTION 14142

Rick Hohn, Business Manager, shared information in relation to the proposals received from underwriting firms in relation to the funding package needed to accommodate the construction costs of the new Middle School. Hohn went on to indicate that a detailed analysis of the proposals

has occurred and that it was determined that the proposal received from Dougherty & Company, LLC was in the best financial interest of the School District. Underwriting fees, other related costs along with proposed interest rates and amortization schedules were part of the analysis. Mrs. Susan Jones moved that the District continue its pursuit of a funding package for the construction of the new Middle School with Dougherty & Company, LLC. Mr. Tom Linngren seconded. Five votes yes. Motion carried.

ACTION 14143

Rick Hohn, Business Manager, presented the lone proposal received in relation to the District's 2013-14 audit as received from Vilhauer Raml and Snyder, P.C. Mr. Tom Linngren moved that the Board accept the audit proposal for the 2013-14 year as offered by Vilhauer Raml and Snyder, P.C. at the hourly rate of \$68.87 with the not to exceed amount being set at \$51,650.00. Mrs. Susan Jones seconded. Five votes yes. Motion carried.

ACTION 14144

Rick Hohn, Business Manager, presented for Board review the 2012-13 Annual School Audit Report as prepared by Vilhauer Raml and Snyder, P.C. Hohn went on to indicate that the audit has been accepted by the State of South Dakota Department of Legislative Audit. Following the general review, Dr. Fred Deutsch moved that the 2012-13 Audit Report be accepted as presented. Mr. Garrett Priest seconded. Five votes yes. Motion carried.

ACTION 14145

Dr. Fred Deutsch moved the approval of the student assignment request pursuant to SDCL 13-28-10 involving one student as presented. Mrs. Susan Jones seconded. Five votes yes. Motion carried.

COMMUNICATIONS

Superintendent Dr. Lesli Jutting noted that the Grapevine, Enrollment Report and Nutrition Report have been included for Board information. Superintendent Jutting also reviewed the process of selecting the next President of Lake Area Technical Institute. Dr. Jutting noted that the interest in the position was high and that three candidates have been selected for the interview process. It was also noted that the final authority to hire remains the responsibility of the School Board.

Superintendent Dr. Lesli Jutting reflected on a couple Legislative items in which going forward it will be required to have students recite the Pledge of Allegiance on a daily basis and that school funding for education may slightly exceed the Governor's proposed 3% increase.

Rick Hohn, Business Manager, reported that as we near the expiration of the 3 year term of Tammy Rieber, that notices in relation to the vacancy will be published in March and that the School Board election has been set for June 17, 2014. It was also noted that the first day in which petitions for nomination may be circulated is April 8, 2014.

Chairman Tammy Rieber took this opportunity to indicate that she intends to run for re-election of her current seat on the Watertown School Board.

WATERTOWN SCHOOL DISTRICT
BULK FUEL QUOTES

February 7, 2014

<u>Company Name</u>	<u>No. 1 Diesel Price Per Gallon</u>
Sioux Valley Co-op	\$3.88
Moe Oil Company	\$3.813

Moe Oil Company provided the lowest price per gallon at \$3.813 for No. 1 Diesel.

February 26, 2014

<u>Company Name</u>	<u>No. 1 Diesel Price Per Gallon</u>	<u>Regular Fuel with Ethanol Price Per Gallon</u>
Sioux Valley Coop	\$3.90	\$2.96
Moe Oil Company	\$3.932	\$3.227

Sioux Valley Coop provided the lowest cost per gallon at \$3.90 for No. 1 Diesel and the lowest cost per gallon at \$2.96 for Regular Fuel with Ethanol.

ADJOURNMENT

Mr. Garrett Priest moved that the Watertown School Board adjourn its regular meeting at 8:05 p.m. Dr. Fred Deutsch seconded. Five votes yes. Motion carried.

By: Rick Hohn, Business Manager