

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, August 12, 2013 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 session by leading the Pledge to the Flag.

AGENDA REVIEW/APPROVAL

Mrs. Susan Jones moved the approval of the agenda as presented. Mr. Garrett Priest seconded. Five votes yes. Motion carried.

MINUTES

Mr. Garrett Priest moved that the minutes of the July 8, 2013 meeting be approved as presented. Dr. Fred Deutsch seconded. Five votes yes. Motion carried.

FINANCIAL REPORT

The Business Manager presented a financial report of receipts, disbursements and cash balances for the month of July, 2013 as listed below:

Receipts: Taxes, \$186,073.01; Tuition, \$135,258.60; County Sources, \$39,703.12; State Aid, \$922,664.00; Other State Sources, \$13,441.01; Federal Sources, \$229,795.89; Sales, \$32,549.63; Misc., \$1,362,368.31; Sales Tax, \$1,786.39.

Expenditures: Verified Claims & Expenditures, \$3,385,518.51; Salaries, \$2,353,854.44.

Cash Balances, July 31, 2013: General Fund \$6,323,243.65; Capital Outlay, \$3,349,706.42; Special Education, \$1,227,862.45; Pension Fund, \$1,100,810.25; Lake Area Technical Institute, \$500,269.49; K-12 Nutrition Services, \$530,207.65; LATI Bookstore Services, \$230,847.91; LATI Nutrition Services, \$83,338.62; LATI Day Care Center, \$123,578.76; Concessions, \$156,488.54; Drivers Education, \$34,087.81.

Trust and Agency Funds: Clubs and Scholarships – Receipts, \$42,216.76; Expenditures, \$24,221.87; Balance, \$279,976.96. LATI Agency Fund – Receipts, \$2,398.01; Expenditures, \$2,397.97; Balance, \$72,973.37. Endowment Fund – Balance, \$376,193.83. Unemployment Escrow – Expenditures, \$151.00; Balance, \$204,633.46.

Special Revenue/Internal Service Funds: LATI Financial Aid – Receipts, \$50,403.82; Expenditures, \$44,433.72; Balance, \$352,137.02. Employee Benefit Trust – Receipts, \$746,310.83; Expenditures, \$802,925.10; Balance, \$1,413,660.80.

LATI DISCUSSION ITEM

Phase IV Construction – Shane Ortmeier, Director of Support Operations, provided an update in relation to Phase IV Construction. Mr. Ortmeier indicated that on August 5 a majority of the classrooms were accepted as complete and that the contractor continues to ensure the remaining classrooms are ready for the first day of school. The exterior work continues with parking lot striping and concrete work. Mr. Ortmeier indicated that the office furniture has been delivered and is being assembled and that the classroom furniture is also on site. It was indicated that it is currently anticipated that the large shop area will be completed mid September. Mr. Ortmeier supported his update by providing various pictures of the building and site.

ACTION 14015

Mr. Garrett Priest moved the approval of the resignations received from Kristen Zobel, Practical Nursing and Timothy Cartney, LATI Custodian. Dr. Fred Deutsch seconded. Five votes yes. Motion carried.

ACTION 14016

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

LATI CONTRACT RECOMMENDATIONS/ADDENDUMS:

Samantha Fischbach – Practical Nursing Instructor - \$38,528.00
Alissa Iverson – Practical Nursing Instructor - \$38,528.00
Brittany Brennan – Practical Nursing Instructor - \$38,528.00
Kasey Smith – Diesel Technology Instructor - \$45,000.00
Theresa Schaffer – LATI Grants Project Officer - \$40,000.00 prorated to \$37,767.00
Katrina Frericks – Temporary Educare Worker – Hours As needed, \$9.25/hr
Jodi Messerli - Administrative Assistant, Registration - \$1,900.00/month
Terry Dierkson – Automotive Instructor - \$39,000.00
Yassah Mulbah – Diversity Outreach Program Assistant – 360 hrs @ \$9.25/hr - \$3,330.00

Corporate Ed Instructor

Gerald Cudmore – 3rd party examiner for conduction CDL tests for the State of South Dakota - \$60.00/initial test, \$25.00/retake & \$50.00/removal of air brake restriction
Gerald Cudmore – CDL Grant Test Preparation – 25 hrs @ \$45.00/hr - \$1,125.00
Rhonda Bradberry – Dental Assisting Workshop in Oct. – 30 hrs @ \$39.00/hr - \$1,170.00
Rhonda Bradberry – Dental Assisting Continuing Education - \$20.00/per applicant test
Tim Chandler – 3rd Party examiner for conducting CDL tests for the State of South Dakota - \$60.00/initial test, \$25.00/retake & \$50.00/removal of air brake restriction
Tim Chandler – CDL Grant Driving Class - \$45.00/hr
Tim Chandler – Bus Driving Training - \$60.00/initial test, \$25.00/retake & \$50.00/removal of air brake restriction

Curriculum

Robin York – PN121, PN126 & PN127 for Round 2 TAA Grant – 40 hrs @ \$19.56/hr - \$782.40
Melissa Meidinger – ENT curriculum development – 40 hrs @ \$19.56/hr - \$782.40
Tim Page – Precision Machining Curriculum revision – 20 hrs @ \$19.56/hr - \$391.20
Caryl Bunkowske – EN100 Curriculum revision- 10 hrs @ \$19.56/hr - \$195.60

Burnette M Reddy – Online/Hybrid for Blood Bank Stimulation Lab – 40 hrs @ \$19.56/hr - \$782.40
Haley Stoltenburg – Communications Curriculum – 20 hrs @ \$19.56/hr - \$391.20
Carl Tesch – Curriculum work for Diesel – 40 hrs @ \$19.56/hr - \$782.40
Troy Stuwe – New faculty curriculum workshop – 8 hrs @ \$19.56/hr - \$156.48
Darrel Grohs – New faculty curriculum workshop – 8 hrs @ \$19.56/hr - \$156.48
Janelle Wishard – New faculty curriculum workshop – 8 hrs @ \$19.56/hr - \$156.48
Carrie Overby – New faculty curriculum workshop – 8 hrs @ \$19.56/hr - \$156.48
Alissa Iverson – New faculty curriculum workshop – 8 hrs @ \$19.56/hr - \$156.48
Brittany Brennan – New faculty curriculum workshop – 8 hrs @ \$19.56/hr - \$156.48
Elizabeth Stepanek – New faculty curriculum workshop – 8 hrs @ \$19.56/hr - \$156.48
Steve Henningsgaard – New faculty curriculum workshop – 8 hrs @ \$19.56/hr - \$156.48
Melissa Meidinger – New faculty curriculum workshop – 8 hrs @ \$19.56/hr - \$156.48
Danielle Stearns – New faculty curriculum workshop – 8 hrs @ \$19.56/hr - \$156.48
Samantha Fischbach – New faculty curriculum workshop – 8 hrs @ \$19.56/hr - \$156.48
Kasey Smith – New faculty curriculum workshop – 8 hrs @ \$19.56/hr - \$156.48
Danny Gisselbeck – New faculty curriculum workshop – 8 hrs @ \$19.56/hr - \$156.48
Rick Schmidt – New faculty curriculum workshop – 8 hrs @ \$19.56/hr - \$156.48

Adjunct

Chad Hauge – ESL, Brookings AEL site – 1.5 credits @ \$860.00/cr - \$1,290.00

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

ACTION 14017

Deb Shephard, LATI President, presented for Board consideration a property Lease which would allow LATI students to use property owned by Lonnie Davis for parking. Mrs. Susan Jones moved the approval of the 2013-14 Parking Lot Lease in the amount of \$2,700.00. Mr. Garrett Priest seconded. Four votes yes, with Tom Linngren abstaining. Motion carried. (A complete copy of this Lease can be viewed in the office of the LATI President.)

ACTION 14018

Deb Shephard, LATI President, presented for Board consideration the bid received in relation to Diagnostic Certification Equipment. Shephard went on to indicate that the sole bid was received from Snap-on Tools and recommended its approval. Mrs. Susan Jones moved that the bid received from Snap-on Tools in the amount of \$49,901.55 in relation to the purchase of Diagnostic Certification Equipment be approved as presented. Mr. Tom Linngren seconded. Five votes yes. Motion carried.

K-12 DISCUSSION ITEMS

Northeast Technical High School Board Report – Superintendent Dr. Lesli Jutting reported that the new name: Northeast Technical High School began in July 2013. Dr. Jutting also reported that the Superintendents of the Northeast Technical High School met last week and that it was noted there are only a few enrollment spots remaining. Dr. Jutting went on to report that the NTHS Board will be meeting on August 21 and that a dedication/open house will be held on August 22, 2013.

9th Grade On-line Computer Application Course – Michelle Mehlberg and JoAnn Butts, On-line Course Instructors, provided information in relation to the On-line Computer Application Course being offered and indicated that completion of this course serves as the required one-half credit of Computer Applications. It was noted that 61 students initially enrolled and that 56 students successfully completed the course. Grade information and the results of a student survey were reviewed. General discussion was held.

Laptop Procedures – Dr. Michael Butts, High School Principal, provided an overview of the new laptop procedures and indicated that laptop orientation sessions are being held at the High School. Mr. Butts indicated that the High School staff and student machines will be MacBook Pro Laptops and that the orientation outlines the proper handling and care of the equipment. Students and parents are made aware that damage to the machines resulting in needed repair will be their responsibility.

Achievement Update – Darrell Stacey, Assistant Superintendent, presented the 2012-13 Achievement report for the Watertown School District. The report included State standards, assessment, curriculum, instruction and goals. Mr. Stacey went on to indicate that currently the curriculum standards and testing modules might not be in sequence due to changes in one or the other. The following areas were noted as being tested: Math, Language Arts, Social Studies and Science. General discussion was held.

ACTION 14019

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

ACTION 14020

Mr. Garrett Priest moved the approval of the resignations received from Pam Shultis, Middle School Nutrition Services, Candace Hinkelman, Garfield Jr. Kindergarten Paraprofessional and Robert Florey, Middle School Custodian. Dr. Fred Deutsch seconded. Five votes yes. Motion carried.

ACTION 14021

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

K-12 CONTRACT RECOMMENDATIONS/ADDENDUMS:

Kathleen Johnson – Technology Academy – 4 hrs @ \$33.33/hr - \$133.32

Jean Pike – Special Education Bus Driver – 2 hrs/day @ \$17.78/hr

Kelly Kettwig – Remove ½ time Noon Duty, \$797.00 – \$39,912.00

Timothy Kruse – Add ½ time Noon Duty, \$797.00 – \$38,481.00

Michael Jacobsen – Add Head Oral Interp \$3,269.00 & Forensics Interp Coach \$1,503.00 – \$37,678.00

Marie Jacobson - Add Noon Duty \$1,595.00, Middle School Declam \$1,193.00 – \$45,835.00

Michelle Reichling – Lane Change BA+16 to MA, \$1,450.00 – \$36,261.00

Elisa Beutler – Lane Change MA to MA+16, \$1,090.00 – \$43,969.00

Tammie Foley – Senior High Fall Play \$2,253.00, Senior High Spring Musical Director \$1,983.00, Senior High One Act Director \$1,983.00 – \$38,469.00

Katherine Binder – Migrant/ESL Instructor - \$37,544.00

Heidi Brandriet – One on One Paraprofessional, McKinley - \$9.25/hr @ 7.5 hrs/day

Jamie Miles – SuccessMaker Paraprofessional, McKinley - \$9.25/hr @ 7.5 hrs/day
 Beth Brinkman – One on One Paraprofessional, Mellette - \$9.25/hr @ 7.5 hrs/day
 Courtney Redmond – One on One Paraprofessional, McKinley - \$9.25/hr @ 7.5 hrs/day
 Christopher Jacobson – Language Arts Curriculum – 14 hrs @ \$19.56/hr - \$273.84

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

ACTION 14022

Darrell Stacey, Assistant Superintendent, presented for Board consideration stipend requests of six instructors.

Christine Hakeman – 6 credits @ \$65.00/credit
 Peggy Moeller – 6 credits @ \$65.00/credit
 Keri Tisher – 6 credits @ \$65.00/credit
 Twyla Warkenthien - 6 credits @ \$65.00/credit
 Connie Anderson – 3 credits @ \$65.00/credit
 Patricia Schlekeway-McClemans – 6 credits @ \$65.00/credit

Mr. Garrett Priest moved the approval of the stipend request as presented. Dr. Fred Deutsch seconded. Five votes yes. Motion carried.

ACTION 14023

Rick Hohn, Business Manager, presented bids in relation to the purchase of High School Band Uniforms for Board consideration.

	DeMoulin Brothers & Co.	Fruhauf Uniforms	Stanbury Uniforms
Bid Security	10% Bond	None	10% Bond
200 – Uniform Coats	\$40,714.00	\$42,960.00	\$37,930.00
200 – Uniform Trousers	\$14,464.00	\$19,292.00	\$18,400.00
200 – Uniform Capes	\$7,492.00	\$11,846.00	\$8,050.00
200 – Shakos/Hats	\$7,958.00	\$13,390.00	\$8,330.00
200 – Plumes	\$3,382.00	\$5,892.00	\$4,400.00
200 – Gloves	\$450.00	\$722.00	\$430.00
200 – Garment Bags	\$2,190.00	\$3,812.00	\$2,200.00
200 – Hangers	N/C	\$310.00	N/C
4 – Drum Major Uniforms	\$692.36	\$1,964.48	\$700.00
24 – 30/Gilt Half Ball	N/C	\$55.68	N/C

Buttons			
24 – 24/Gilt Half Ball Buttons	N/C	\$43.20	N/C
1 – Uniform Management System	N/C	N/C	N/C
Notes:	As per specifications	Notes that specifications are met	Some enhancements to the specifications
Total:	\$77,342.36	\$100,287.36	\$80,440.00

Mrs. Susan Jones moved that the bid received from DeMoulin Brothers and Company in the amount of \$77,342.36 for the purchase of 200 band uniforms be approved. Mr. Tom Linngren seconded. Five votes yes. Motion carried.

ACTION 14024

Rick Hohn, Business Manager, presented for Board consideration bids received in relation to the sale of surplus computers. Mr. Hohn went on to explain the process used to break the tie between the two highest bids. The company name of Laptop Chips, Inc. was the name first drawn out of the hat and therefore recommended as the successful bidder.

	Colin Royer	CPC	Laptop Chips, Inc.	Sevsco Surplus
Total Lot (62) Dell Latitude E550 Series Laptops Other – Number of Machines	\$1,350.00 Any - \$20.50 each	\$3,410.00		\$729.00
Total Lot (1,264) MacBook Laptops – 2009 Model Other – Number of Machines	\$33,750.00 100 - \$4,160.00 +100 - \$3,660.00 +200 - \$6,320.00 +200 - \$4,320.00 Remainder @ \$15.60 each	\$94,800.00		\$15,015.00
Total Lot (165) MacBook Laptops – 2008 Model Other – Number of Machines	\$3,311.00 100 - \$2,150.00 Remainder @ \$15.60 each	\$9,075.00		\$2,013.00

Total Lot (63) MacBook Laptops – 2007 Model	\$1,025.00	\$3,465.00		\$750.00
Other – Number of Machines	Any - \$15.60 each			
Totals	\$39,436.00	\$110,750.00	\$110,750.00	\$18,507.00

Mrs. Susan Jones moved the approval of the bid received from Laptop Chips, Inc. in the amount of \$110,750.00 for the purchase of the surplus computer equipment. Mr. Tom Linngren seconded. Five votes yes. Motion carried.

ACTION 14025

Superintendent Dr. Lesli Jutting presented for its second reading and approval Policy JICK – Bullying. Mrs. Susan Jones moved that Policy JICK– Bullying 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 14026

Superintendent Dr. Lesli Jutting presented for its second reading and approval Policy JFAB – Admission of Non-Resident Students. Mr. Tom Linngren moved that Policy JFAB– Admission of Non-Resident Students be approved as presented. Mr. Garrett Priest seconded. Five votes yes. Motion carried. (A complete copy of this policy can be viewed in the office of the Superintendent.)

ACTION 14027

Rick Hohn, Business Manager, presented the 2013-14 Swimming Pool Agreement for Board consideration. Mrs. Susan Jones moved that the 2013-14 Swimming Pool Agreement in the amount of \$20,000.00 between the District and the Watertown Community Recreation Center be approved as presented. Mr. Tom Linngren seconded. Five votes yes. Motion carried.

ACTION 14028

Superintendent Dr. Lesli Jutting presented a fundraising request on behalf of the Watertown Athletic Department – football players and cheerleaders. Mrs. Susan Jones moved the approval of the Arrow Gold Card fundraising activity as requested. Dr. Fred Deutsch seconded. Following general discussion, five votes yes. Motion carried.

ACTION 14029

Mrs. Susan Jones moved the approval of open enrollment requests involving two students as presented. Mr. Tom Linngren seconded. Five votes yes. Motion carried.

ACTION 14030

Dr. Fred Deutsch moved the approval of public school exemption requests involving nine students as presented. Mr. Garrett Priest seconded. Five votes yes. Motion carried.

ACTION 14031

Dr. Fred Deutsch moved the approval of the student assignment request pursuant to 13-28-10 involving one student as presented. Mr. Tom Linngren seconded. Five votes yes. Motion carried.

COMMUNICATIONS

Superintendent Dr. Lesli Jutting, Todd Brist, Middle School Principal, and Rick Hohn, Business Manager, provided a brief update in relation to the design and specification development of the proposed new Middle School. Superintendent Dr. Lesli Jutting indicated that we have currently enrolled 44 new elementary students. It was also indicated that Tim Steichen, Transportation Director, had one of the District's new school buses on site for those who wished to take a look. The pre-service agendas were also provided.

Dr. Fred Deutsch reported on his attendance at the ASBSD/SASD Joint Convention in Sioux Falls and shared information that was obtained at the various sessions.

ADJOURNMENT

Mr. Garrett Priest moved that the Watertown School Board adjourn its regular meeting at 8:34 p.m. Mrs. Susan Jones seconded. Five votes yes. Motion carried.

By: Rick Hohn, Business Manager