

**Regular School Board Meeting**  
**Oldham-Ramona School Dist 39-5**  
**July 21, 2016**

The Oldham-Ramona School District Board of Education met in regular session at 7:00 p.m. at the school. Present were Lisa Beyer, Jay Hojer, Brian Hanson, Lance Hageman, and Mike Matson. Others present were Mike Fischer, Bryan Jatton, Corey Korth, Supt Tom Ludens, and Business Manager GayLynn Hagemann. Chairman Hageman, who established a quorum was present, called the meeting to order. Unless noted all motions were unanimous.

Action #5124: Motion by Hojer, seconded by Matson to approve the agenda as amended.

The budget hearing was held for FY2017.

Action #5125: Motion by Matson, seconded by Beyer to approve the 2016-17 budget as amended to increase the Capital Outlay expenditures and revenue sections.

Action #5126: Motion by Hojer, seconded by Hanson to approve the 2016-17 tax request dollar amounts.

Action #5127: Motion by Matson, seconded by Hanson to adjourn at 7:35 p.m.

Business Manager Hagemann called the reorganizational meeting to order at 7:35 p.m.

Brian Hanson, school board member elected without opposition in May to a three-year term, and Bryan Jatton, school board member elected without opposition in May to a two-year term, and Mike Matson, appointed by the school board after casting ballots to a one-year term, took the oath of office.

Business Manager Hagemann called for nominations for board president.

Hanson nominated Lance Hageman for president.

Action #7001: Motion by Hanson, seconded by Hojer that nominations cease and a unanimous ballot be cast for Hageman.

Lance Hageman was elected board President.

President Hageman called for nominations for board vice-president.

Action #7002: Motion by Matson, seconded by Hanson that nominations cease and a unanimous ballot be cast for Hojer.

Jay Hojer was elected board vice-president.

Action #7003: Motion by Hojer, seconded by Matson to designate GayLynn Hagemann as the business manager.

Action #7004: Motion by Matson, seconded by Hanson to designate the official depositories as American State Bank for district funds, Farmers and Merchants (branch of First National Bank-Huron) for payroll/direct deposit), First National Bank (Sioux Falls) for debt service payments on the Capital Outlay Certificates.

Action #7005: Motion by Matson, seconded by Hojer to designate official newspaper as the Madison Daily Leader.

Action #7006: Motion by Hanson, seconded by Matson to establish regular school board meetings on the second Monday of each month at 7:00 p.m., with the meetings to be held in the O-R School Multi-Purpose Room unless an alternate location is listed on the agenda.

Action #7007: Motion by Hojer, seconded by Matson to set the per diem for board members at \$50.00 per meeting and \$65.00 for Board President.

Action #7008: Motion by Matson, seconded by Hanson to authorize membership

in the Association of School Boards of SD.

Action #7009: Motion by Hojer, seconded by Matson to appoint Hanson as the delegate and Hageman as the alternate to the Prairie Lakes Educational Cooperative.

Action #7010: Motion by Matson, seconded by Hanson to appoint Hageman to serve as the delegate to the Annual Delegate Assembly for Associated School Boards of SD and Hojer to serve as the alternate.

Action #7011: Motion by Hojer, seconded by Matson to approve the amended agenda.

Action #7012: Motion by Matson, seconded by Hanson to approve the following consent agenda items:

- A. Minutes of the June13, 2016 board meeting.
- B. June 30 financial reports.
- C. Bills for June 30 to end the year and also bills for July 21.
- D. Authorize to publish FY2017 salaries.
- E. Authorize the continuation of existing funds or accounts and the establishment of any possible new accounts.
- F. Appoint business manager as custodian of school district funds.
- G. Appoint business manager to invest school district funds.
- H. Authorize Vice-President to sign checks in absence of the President.
- I. Appoint Rodney Freeman as the school district’s legal counsel.
- J. Designate the superintendent as the truant officer.
- K. Appoint the superintendent as compliance officer for: Title IX; Rehabilitation Act Section 504; Americans with Disabilities; Age Discrimination Act; and Asbestos.
- L. Authorize the superintendent to close school in emergency situations and in case of inclement weather.
- M. Appoint business manager & superintendent to administer school lunch program.
- N. Appoint superintendent to direct federal programs.
- O. Acknowledgement of Asbestos Notification.
- P. Adoption of district policies.
- Q. Approval of Rates for Travel Expenses for Staff:

<u>Meal</u>	<u>In State Rates</u>	<u>Out of State Rates</u>
Breakfast	\$6.00	\$10.00
Lunch	\$11.00	\$14.00
Dinner	\$15.00	\$21.00

Note: Meals will only be paid when overnight trip is involved. (IRS Rules)

Per Mile Rate = \$0.42/mile

Lodging Rate = actual rate.

R./Set meal prices:	<u>K-6</u>	<u>7-12</u>	<u>Adult</u>
Reduced Breakfast	.30	.30	
Full Breakfast	1.25	1.25	1.50
Reduced Lunch	.40	.40	
Full Lunch	2.20	2.50	3.00
Extra Milk	.25	.25	.25
Seconds	.50	.50	

S./Set Admission Rates, per co-op agreement:

	<u>Single</u>	<u>Season</u>
Adult	\$ 5.00	\$ 30.00
Student	\$ 3.00	\$ 10.00
Seniors Citizen (62yrs+ and local)		In district~~Free w/Season Pass
Family Pass(immediate family only)		\$ 75.00

T. Set Substitute Teacher Salaries: Certified & Non-Certified \$85.00/day  
 Long-Term Service: over ten consecutive days in same classroom (begins 11<sup>th</sup> day) add'l \$20/day.

U. Approval of Delta Dental monthly insurance rates for 2016-17: single \$49.14, employee/spouse \$108.00, employee/children \$118.00, and family \$141.00.

V. Approval of Vision Services Plan (VSP) monthly insurance rates for 2016-17: single \$11.29 and family \$24.31.

	General	Capital	Special	Pension	Food	ASP &
	Fund	Outlay	Ed.		Service	Drivers Ed
<b>Balance 6/01/16</b>	\$737,155.16	\$473,940.88	\$288,458.41	\$172,953.94	\$19,882.74	\$1,627.02
<b>Receipts:</b>						
County Receipts	\$64,268.60	\$53,617.56	\$23,639.57	\$4,875.83		
Interest Earned	\$267.31					
Fed. Lunch Reimb					\$5,654.69	
State Proration Schl Lunches					\$601.85	
Lunch/Milk Ticket Rev					\$1,481.50	
Admissions	\$77.25					\$0.00
Pre-School Donations	\$65.00					
Pre-Schl Transportation	\$80.00					
Miscellaneous	\$560.00	\$994.21	\$55.00		\$0.00	\$0.00
State of SD-St Aid	\$31,834.00					
Spring Lake Colony-reimb meals					\$6,241.04	
State-Fresh Fruit&Veg Prgm	\$250.96					
State-Medicaid	\$0.00		\$865.36			
Perkins Grant	\$1,052.00					
Qtrly Medicaid Admin	\$1,016.69		\$114.00			
<b>Total Receipts</b>	<b>\$99,471.81</b>	<b>\$54,611.77</b>	<b>\$24,673.93</b>	<b>\$4,875.83</b>	<b>\$13,979.08</b>	<b>\$0.00</b>
<b>Disbursements:</b>						
Accts. Payable	\$10,634.95	\$12,782.47	\$15,253.42		\$8,855.52	\$100.00
Payroll	\$108,667.99		\$16,474.16		\$4,456.70	\$2,543.73
<b>Total Disbursements</b>	<b>\$119,302.94</b>	<b>\$12,782.47</b>	<b>\$31,727.58</b>	<b>\$0.00</b>	<b>\$13,312.22</b>	<b>\$2,643.73</b>
Corr FY2015--AJE	-\$0.78					\$0.78
<b>Balance 6/30/16</b>	<b>\$717,323.25</b>	<b>\$515,770.18</b>	<b>\$281,404.76</b>	<b>\$177,829.77</b>	<b>\$20,549.60</b>	<b>-\$1,015.93</b>

**Bills for payment as of June 30 to end the 2015-16 school year:**

**General Fund**

Ace Hardware	Supplies	340.02
Bob's Electric	Bus Garage Repairs	61.20
Campbell Supply	Supplies/Repairs	36.78
Deanne Derungs	Reimb Grad Credit-Kind Academy	40.00
GayLynn Hagemann	Mileage	109.20
Horizon Health Care	Bus Driver Physical	210.00
J. Martin Plumbing	M Locker Rm Toilet	125.00
James River Equipment	Mower Repairs	88.98
John Green Art Studio	Frame Restored Class Picture	25.00
Madison Daily Leader	Publishing	193.63
Madison Instant Print	Restored Class Picture	43.48
Menards	Supplies	72.35
Office Peeps	Supplies	263.45
P & M Service	Vehicle Repairs	1,012.99
Perma-Bound	Library Books	706.69
Petty Cash	Postage/Reimb	103.34

Prairie Lakes Ed. Coop	Purchased Services	96.83
SASD	Membership Dues	150.00
Servall Towel & Linen	Purchased Service	106.16
Shane Waikel	Mowing @ Oldham 3 Mo.	945.00
Shopko	Supplies	199.99
Travis Wicks	2 Grad Credits	240.00

**Capital Outlay Fund**

Alliance Communications	Phone Service	219.12
Amert Construction	Fire Escape Repair	1,322.00
AT&T Mobility	Supt Cell Phone	94.13
Bud's Clean-Up Service	Garbage Service	202.00
City Of Oldham	Water/Sewer	33.20
F & M Oil	Gas/Fuel	11.96
MCI	Long Distance	58.36
Mid-American Energy	Heat-Ramona	87.68
Northwestern Energy	Heat-Oldham	45.38
NSP Xcel Energy	Electricity-Ramona	878.08
Ottertail Power Co.	Electricity-Oldham	136.42
Time Management Systems	Payroll Software	34.45
Town Of Ramona	Water/Sewer	156.50

**Special Education Fund**

Brookings Health System	Speech Therapy	2,388.57
ETS - The Praxis Series	Para-Professional Test Registr	110.00
Flandreau School District	Sped Director Fees--3 Mo	3,363.44
Madison Community Hospital/Regional Health	OT & PT	418.86
Mitchell School Dist/Abbott House	Residential Placement-Tuition	687.06
Prairie Lakes Ed. Coop	Purchased Services	2,253.70
Sunshine Foods	Food/Supplies	30.76

**Food Service Fund**

Spring Lake Colony	Contracted Meals	4,230.46
Variety Foods	Food/Dairy	36.80

**Bills for Payment July 21st**

**General Fund**

ASBSD	Dues	764.65
Central Business Supply	Supplies	11.49
Century Business Prod.	Toners	202.69
Commercial Award Pin	Supplies	148.00
Continental Western Ins.	Gen Liability/Auto/D&O/Work Comp	29,254.00
E-Rate Complete	E-Rate Annual Fee	1,250.00
Hillyard	Custodial Supplies	1,462.90
Hodges Badge Company	Supplies	81.50
Kundert-Williams Insurance Agency	Secr & Bus Mgr Bonds	275.00
Marc	Supplies	458.28
Menards	Supplies	191.60
Midstates Glass & Mirror	Supplies	76.56
NASSP/NHS	NHS Chapter Renewal	385.00
Nobelus	Supplies	245.62
Prostrollo Auto Mall	Repairs	142.88
SASD	Membership Dues	1,462.00
School Specialty	Supplies	202.55
SD United Schools Assoc	Coalition Of Small Schools-Dues	450.00
Shopko	Supplies	30.93
Technology&Innovations In Educ	Dues	600.00
Training Room	Supplies	92.29
Us Postal Service / Personalized Stamped Envelope Prgm	Supplies-Stamped Envelopes	813.00

**Capital Outlay Fund**

Brookings Register	Subscription	85.12
Connecting Point	Pre-Billed Hours	2,500.00
First National Bank	Pmt On Capital Outlay Certif's	12,435.00
Midwest Leasing/Northland Financial	Lease 55ct Fijitsu Computers-4yrs/ Pmt#3	20,273.00
Power Brains	17ct Teacher Computers	4,236.00
Renaissance Learning	AR/STAR Subscriptions	2,434.00
Rutland School Dist	FB--Recertify Helmets/Pads/Etc.	2,089.21
SHI International Corp	Microsoft Software	2,060.07
Spring Lake Colony	Building Lease Pmt #5	7,000.00
West Interactive Services Corp/Schl Messenger	School Reach	400.00

**Special Education Fund**

Continental Western Ins.	Gen Liability/Auto/D&O/Work Comp	2,022.00
Sunshine Foods	Food/Supplies	38.68
Technology&Innovations In Educ	Dues	240.00

**Food Service Fund**

Myoncore.Com	Subscription	700.00
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Action #7013: Motion by Matson, seconded by Hojer to set bond for business manager and other employees - \$50,000 for business manager & \$25,000 for secretary.

Action #7014: Motion by Hojer, seconded by Hanson to approve increasing meal reimbursement prices in the Food Service Management Contract with Spring Lake Colony, increase the breakfast rate by \$0.10 and the lunch rate by \$.20.

Action #7015: Motion by Matson, seconded by Hanson to approve the Student Handbook with changes in regard to attendance policy and also the Senior Class open lunch guidelines.

Action #7016: Motion by Matson, seconded by Hanson to table amending the school calendar.

Action #7017: Motion by Hojer, seconded by Hanson to approve the proposal for three electric garage door openers for the large bus barn doors and installation from Craig Lembcke Construction.

Action #7018: Motion by Matson, seconded by Hanson to table Brady Clark's resignation as JH boys basketball coach until a replacement is found.

Action #7019: Motion by Hojer, seconded by Hanson to approve the following contingency transfers and budget amendments:

**Budget amendment** for Driver's Education:

General Fund-transfer out	\$531.96
Driver's Ed-transfer in	\$531.96

**Budget amendment** for After School Program:

General Fund-transfer out	\$483.97
After School Program-transfer in	\$483.97

**Budget amendment** for Food Service Fund:

General Fund-transfer out	\$12,062.58
After School Program-transfer in	\$12,062.58

**Contingency Transfers:**

General Fund

Appropriations:

Nurse Services—purchased services	\$113.18
Other Pupil Transportation Services- salaries	\$955.94
Fresh Fruit & Vegetable Prgm- supplies (overspent grant)	548.83
Technology- salary	\$12,749.72

Means of Finance:

Contingencies—misc objects	\$14,367.67
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Action #7020: Motion by Matson, seconded by Hojer to approve the following policies for review only: Policy ABAA—Parent Involvement, Policy ABAA-R—Parent Involvement Guidelines Title I, Policy AC—Equal Opportunity/ Non-Discrimination, and Policy AFF—Complaint Policy for Federal Programs. And the second reading of these policies: Policy GCPD—Suspension Without Pay and Dismissal of Professional Staff Members, Policy GCPDA—Professional Staff Member Administrative Leave With Pay, and Policy JHCA—Physical Examination and Inoculations of Students.

There was no report from Hanson on the Prairie Lakes Educational Coop meeting.

Mr. Fischer reported that per the O-R-R Sports Coop new cheerleading and boys basketball uniforms are to be purchased this year and the concussion testing will be held on Thursday, August 4<sup>th</sup>.

Action #7021: Motion by Hojer, seconded by Matson to approve obtaining the distance learning courses and equipment lease through the Southeast Area Cooperative, \$5,000/year.

The board heard Supt Luden's report. Discussed was the completion of the fire escape repair project, the work in progress on the plumbing in the two lobby bathrooms, both gym floors have now been sealed/waxed for the year, the Oldham roof project that needs attention, and postponing the window project until next year.

The next regular meeting of the board is scheduled for Monday, August 8 at 7:00 p.m. in the multi-purpose room.

Action #7022: Motion by Jatton, seconded by Matson to adjourn at 8:50 p.m.

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GayLynn Hagemann, Business Manager

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Lance Hageman, Board President

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