

**Summit School District  
School Board Proceedings  
September 12<sup>th</sup>, 2016  
7:00 p.m.  
School Conference Room**

Members Present: Lisa Amdahl (7:01pm), Kevin Christofferson, Joe Johnston, Corrie Quale, and Ferdy Zirbel. Absent: None; Also Present: Kurt Jensen, Becky Hubsch, Kent Knudson, Scott Sikkink and Dean Marske-HKG, Dustin Brownell-Gray's Construction, Brian and Trish Cooper.

At 7:00pm Chairman Zirbel called the meeting to order.

No members presented a Conflict of Interest with the agenda.

17038 Motion by Quale second by Johnston to approve agenda as written. All voted aye. Motion carried.

**Public Communications:**

Brian and Trish Cooper discussed their concerns for the bus pick-up and drop-off point for out of district schools. Chairman Zirbel informed the Coopers of the current pick-up and drop-off location for out of district school buses is within the city limits, and provides a facility which is open during all hours of the day. Chairman Zirbel thanked the Coopers for coming to express their concerns, and informed them they would be contacted after further board discussion.

Scott Sikkink from HKG Architects discussed the precast panels and gave the timeline of the first panels to be on site by Wednesday, September 14.

Dustin Brownell from Gray's Construction presented the board with an anticipated schedule for when the precast panels are to be poured, cured, and set dates with the approximate date of September 29<sup>th</sup> for the last precast panel to arrive. Brownell also discussed while digging for the precast foot settings they ran into rock which needed to be drilled into which would be an additional cost because of additional equipment used. Quale brought to Gray's and HKG Architects attention according to the specification book and the soil sample there was previous knowledge about the underlying rock within the building zone, and how this should not be considered an unforeseen additional expense. HKG Architects will report to the board at the next regular meeting on who is responsible for the expenses.

Dean Marske from HKG Architects discussed the roof bids. Sealed bids will close September 28, 2016 at 2pm.

Motion by Christofferson second by Amdahl to approve the August 8<sup>th</sup> 2016 regular meeting, August 11<sup>th</sup> 2016 special meeting, September 2<sup>nd</sup> 2016 special meeting, and September 9<sup>th</sup> 2016 special meeting minutes. All voted aye. Motion carried.

17039 Motion by Quale second by Christofferson to approve the financial statement. All voted aye. Motion carried.

17040 Motion by Johnston second by Christofferson to approve monthly Claims. All voted aye. Motion carried.

**GENERAL FUND**

AVERA MEDICAL GROUP MILBANK-Bus physical 106.00;BROWN CLINIC-Bus Physical 316.00;CAL'S REPAIR-Bus Repairs 811.83;CDW GOVERNMENT -OST MINOR EQUIP 462.85;CENTURY BUSINESS-Printing 374.63; CHING, KATHLEEN Reimb. Supplies 63.74;COFFEE CUP-Motor Fuel 921.54;CWD-supplied 48.88;DARBY, MELISSA-Reimb-Finger Prt 10.00;Ebsen, Jonathan-Reimb-Finger Prt 10.00;EMC INSURANCE COMPANIES-General Liability/Auto Ins. 23,208.00;Federally Impacted Schools-Registration 500.00;GRANT COUNTY REVIEW-Publication 80.89;HENRY SCHOOL DISTRICT-Inst.workshop 2,342.52;HILLS,BRITTANY-Reimburse supplies 7.96;HILLYARD-Facility Supplies 44.85;HM-Workbooks 35.84;I.Y.S. LLC-PROF. SERVICES 2,285.25; Innovative Office Solutions-Inst. Supplies 127.45;JENSEN, KURT-Travel-meal 26.00;JOHNSON, DAWN-Reimb OST Supplies-Fingerprints 49.49;KNUDSON, KENT-Travel-meal 26.00;KREGÉ FAMILY CHIRO PC-Bus physical 75.00;LUNDEEN, NICOLE-Travel-meal 26.00;MENARD'S-Maint. Supplies 370.41;NASCO-Instruct.supplies31.62;NE ADMINISTRATORS-Dues 85.00;NESC-Dues 1,987.39;NETWORK SERVICES COMPANY-Kitch/Facility supplies 125.64;NEWZBRAIN EDUCATION-Instruct. Supplies 309.00;OTTER TAIL-Utilities 1,796.58;PEARSON ED-Instruct. Supplies 350.06;POPPLERS MUSIC INC-Instruct. Supplies 171.90;RAMKOTA HOTEL-PIERRE Travel 269.74;RC TECHNOLOGIES-Phone Service 296.49;REPORTER & FARMER-Library Subscription 5.00;S&S WORLDWIDE-Instruct. Supplies 145.95; SARGENT-WELCH-Instruct. Supplies49.43;SCHOOL SPECIALTY/CLASSROOM-OST Supplies 620.50;SCHULTZ,CARIN-Reimburse Finger prts. 20.00;SD HIGH SCHOOL ACTIVITIES ASSN-Press Fee 31.00;SISSETON COURIER-Board publications 71.81;SMITH, SARAH-Reimb. Fingerprts 20.00; SMITHSONIAN-

Instruct. Supplies 12.00;STEIN'S INC-Fac.Supplies 862.74;SWIER LAW FIRM-Supplies 143.45;SWO PLASTICS-Fac. supplies 354.12;TIE-Registration Fee 85.00;TRUST AND AGENCY-Reimb. Imprest cash box/prof develop/fin 152.00; VISA-Inst. Supplies 3,340.75;VOCABULARY SPELLING CITY-Membership 100.00;WALMART-Supplies 59.42; WATERTOWN PUBLIC OPINION-subscription 26.28;WOHLENBERG RITZMAN & CO-Audit Services 14,020.00;ZIRBEL, DAVID- Reimb. Supplies 42.05;PAYROLL-Salaries 85,894.43, Benefits 21,278.96TOTAL FUND 165,274.44

#### CAPITAL OUTLAY

CENTURY BUSINESS-copier leases 312.53;HM-Texbooks 3,671.79;LUNDEEN, NICOLE-REIMB. TEXTBOOK 569.19;Ridge Electric-Building Maint.3,008.92;STEIN'S-Vacuum 617.27;  
TOTAL FUND 8,179.70

#### SPECIAL EDUCATION

NESC-contracted services 2,142.03;VISA-Inst. Supplies 82.92;PAYROLL-Salaries 8,625.93,Benefits 1,753.62  
TOTAL FUND 12,604.50

#### CAPITAL PROJECT GYM 2016

A.P. & Sons-Removal/fill and gravel 46,132.56;GRAY CONSTRUCTION-Building addition pymt#1 269,723.70; HKG ARCHITECTS- Arch/Engineering Fee 2,360.00;  
TOTAL FUND 318,216.26

#### FOOD SERVICE

CWD-FOOD 2,183.94;DEAN FOODS-MILK 356.00;EARTHGRAINS-BREAD 288.46;MENARD'S-Kitchen supplies 79.99;MIDSTATES GROUP-Website Design(RCPNC)2,000.00;NATURE SEAL-Purchased food157.44 NETWORK SERVICES COMPANY-Kitch supplies 169.27;PEARSON, NANCY-Reimb. Travel Meals 14.94;PETTY CASH-Reimb.-Food Purchase 20.00; SCHOOL NUTRITION ASSOCIATION-Dues 8.00;VARIETY FOODS-FOOD 8,787.25;WALMART-Supplies 49.79;WATERTOWN FRUIT-FOOD 196.00;PAYROLL-Salaries 4,307.77, Benefits 588.01  
TOTAL FUND 19,206.86

GRAND TOTAL 523,481.76

#### DISCUSSION ITEMS:

No news was reported by Quale for NESC and Johnston for NTHS.

Superintendent Jensen reported UNESCO will be presenting on September 21, on their findings while conducting a needs assessment of the current building. They will also be making recommendations for 10, 15, and a 20 year plans for the building.

Superintendent Jensen made the recommendation to the board to allow an on-site instructor to pursue an 18 credit English as a New Language certification. Board agreed to allow Mr. Jensen to seek out an instructor who would be willing to obtain the certification at the District's expense as long as participant signs to a commitment letter.

Superintendent Jensen read a letter from the Wilmot School District in regards to the out of district bus pick up and drop off location. Board discussed not to alter the policy and to keep the out of district bus pick up and drop off as is.

Superintendent Jensen read a letter from a parent about establishing bus pickup and drop off points for district students in town. Board discussed not to add pick up and drop off points within the city limits.

Superintendent Jensen reported the school will be needing to purchase another vehicle to accommodate additional transportation needs during school. The Board agreed to further pursue purchasing a vehicle.

Superintendent Jensen reported he will be attending the Indian Education Conference September 25-27 in Pierre, SD along with Kent Knudson, and Nicci Lundeen.

Dean of Students Kent Knudson reported to the Board about students' attendance, the trends he is seeing, and the attendance policy.

17041 Motion by Christofferson second by Johnston to Amend the minutes from the July 11<sup>th</sup> Annual meeting to show approval item #17003 adult season activities at \$35. All voted aye. Motion carried.

17042 Motion by Johnston second by Quale to rescind the bid approval for Pro-Tec Roofing for the roofing project. All voted aye. Motion carried.

17043 Motion by Christofferson second by Amdahl to approve the contract between the Summit School and Wohlenberg Ritzman & Co. for the 2016 audit. All voted aye. Motion carried.

17044 Motion by Amdahl second by Johnston to approve the contract between the Summit School and BH Special Services Coop. All voted aye. Motion carried.

17045 Motion by Christofferson second by Amdahl to approve Sarah Smith OST Assistant \$12/hour; Mary Breske OST-Instructional Leader \$12/hour; Victoria Gleason OST-Instructional Leader \$12/hr; Nicole Welch OST-Group Leader \$11/hr; Nicole Pays OST-Reading Intervention aide \$11/hr; Dawn Wright OST-Group Leader \$11/hr; Melissa Darby OST-Language Specialist \$18/hr; Nicole Lundeen Math/Literacy Intervention Specialist \$18/hr; Carin Schmitz paraprofessional/SPED paraprofessional \$12.76/hr \$15,309 year; Kathleen Ching Title I assistant \$13.37/hr \$16,471.84 year; Nicole Lundeen Title I instructor \$36,977 year; and Margie Wright SPED bus driver \$35.42 daily route. All voted aye. Motion carried.

17046 Motion by Quale second by Johnston to approve employing individuals the ages of 16 and older to work for the Summit School District and Out-of-School Time program. All voted aye. Motion carried.

17047 Motion by Amdahl second by Johnston to go into Executive Session (SDCL 1-25-2:1-3) at 8:35 p.m. Chairman Zirbel declared them out of executive session at 9:50 p.m.

17048 Motion by Amdahl second by Christofferson to adjourn the September meeting at 10:03 p.m. All voted aye. Motion carried.

A special board meeting is scheduled for Wednesday, September 14<sup>th</sup>, 2016 at 6:00pm.

The next regular board meeting is scheduled for Monday, October 11<sup>th</sup>, 2016 at 7:00 p.m.

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Chairman-Ferdy Zirbel

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Business Manager-Becky Hubsch

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School Board Proceedings