

MINUTES, Tuesday, October 10, 2017
3:30 p.m. Executive Session
5:30 p.m. Regular School Board Meeting
Williams Administrative Building, Board Room

Board Members Present: Courtney Mack, Joseph Urbaniak, Curtis Johnson, Dennis Chowen, Charlie Wheeler, Bob Burns and Mike Isaacson; Bryce Richter arrived at 4:30 p.m. and Corey Johnson arrived at 5:25 p.m.

Board President Courtney Mack called the board meeting to order at 3:30 p.m.

MOTION by Urbaniak, seconded by Wheeler, and carried to enter into executive session to discuss personnel (SDCL 1-25-2.1).

Executive session ended at 5:29 p.m. and regular board meeting reconvened at 5:33 p.m.

District Personnel Present: Don Kirkegaard, Brett Burditt, Pete Wilson, Ethan Dschaak, Chantal Ligtenberg, Dave Olson, Bev Rosenboom, Chrissy Peterson, Ann Nonnast, Deb Wilburn-Kerstiens, Jeff Ward, and Chad Hedderman

Others Present: Community members and Deb Holland, Meade County Times

Consent Agenda. MOTION by Richter, seconded by Urbaniak, and carried to approve the consent agenda.

- a. Agenda
- b. Minutes of Regular Meeting on September 11, 2017
- c. Claims for Payment
- d. Open Enrollment & Student Assignment Requests
- e. Flexible Spending Agreement
- f. Adult Volunteers

Conflict of Interest. No waivers presented for board action.

Recognitions. The October Character Trait of the month is "Responsibility," which includes accountability, thinking before taking action, and doing what you are supposed to do.

Program. Tom Barry, Jamie Hill, and Jill Guericke from Black Hills Energy presented the district with a check for \$12,061.70 for installing qualifying LED energy-efficient lighting at Sturgis Elementary and Whitewood Elementary. Dr. Wade Pogany presented the Meade School Board with an award for achieving the ASBSD Bronze Level.

Financial Reports. MOTION by Burns, seconded by Curtis Johnson, and carried to approve the financial reports, Exhibit A, B, C, and D as presented and Claims for Payment October 10, 2017; AB Wldng, Supp, 1819.50; AJ Spplly, Rprs, 68.00; Ace Steel, Supp, 94.66; Advncd Pymnts, Sprt Offcls, 6850.35; Agl Sprts, Sftwr, 1799.00; Amazon, Supp, 671.05; Amck Snd, Rprs, 536.00; Anderson, Jon, Serv, 459.00; Apple, Eqpmnt, 19050.00; Arch Inc, Dsgn Fees, 20336.00; Armstrn Extnsgr, Inspctn, 203.06; ASCD, Rgstrtn, 690.00; Atls Pen, Pencils, 149.65; Beaumont, Wendy, Rfnd, 55.80; Best Buy, Supp, 150.60; Ramkta, Ldgng, 195.54; Bst Wstrn, Ldgng, 11.00; Brschbach Eqpmnt, Supp, 415.50; BH Chmcl, Supp, 11102.25; BH Enrgy, Elctrcty, 42946.34; BH Pst Cntrl, Serv, 1222.50; BH Spcl Serv, Tuition, 376149.01; BH Urgnt Care, Physcls, 350.00; BH Wndshld Rpr, Rprs, 50.00; Brdr States Elec Supply, Prts, 378.53; BP, Trvl, 50.00; Brnpop, Sbscptn, 6765.00;

Brnthvn, Kybrds, 1860.78; Brwns Rpr, Mwr, 399.00; Brgr Kng, Meals, 5.11; Bytspd, Supp, 549.00; Cmbrdg Edctnl, Books, 66.00; Campblls Spply, Supp, 286.37; CBH Coop, Supp, 357.12; CDW-G, Supp, 8359.12; Cntrylnk, Phones, 46.18; Chrry Brry, Food, 1440.00; Chf Archtct, Cad Prgmmng, 630.00; Chrs Spply, Prts, 6.60; Clmt Cntrl Systms, Air Cndtnr, 3350.00; Cca-Cla, Bvrgs, 4758.70; CmmrcI Dr Spclts, Keys, 311.10; Commtech, Rprs, 4029.46; Cmptr Vllg, Rprs, 10991.95; Cpy Cntry, Wrkbks, 10.00; Core, Books, 104.60; Cncl Excptl Chldrn, Dues, 230.00; CPM Edctnl Prgrm, Books, 800.00; Crscnt Elctrc Spply, Lghtng, 735.12; Crp Prdctn Serv, Spry, 252.00; Crssrds Htl, Ldgng, 539.94; DR Entrprses, Painting, 263.16; DR Serv, Rprs, 3026.28; Dkta Hrdwr, Supp, 436.58; Dkta Pttrs, Parts, 22.00; Dkta Supp Grp, Prts, 282.00; Dean Fds, 6842.55; Dlta Dntl, Ins, 6924.15; Dmco, Supp, 454.62; Dscnt Dance Supp, Outfits, 269.22; Dmnos, Prnt Nght Food, 153.78; Eddie Bauer, Shirts, 272.85; EMC Natl Life, Life Ins, 1690.95; Erk Flooring, Install, 3986.50; Explr Lrning, Sub, 875.00; Fairfield Inn, Ldgng, 470.00; Fstnl Co, Prts, 83.23; Flinn Scntfc, Supp, 2190.07; Fltt Schl Sltns, Dstny Lbry, 4041.40; Fltt, Txtbks, 682.71; FTD, Flwrs, 69.98; Gnpro Enrgy Sol, Lghtng, 2250.00; Getsgo, Leo, Rprs, 460.10; Gldn Wst Tech, Pager, 15.55; Gldn West Tele, Phone/Internet, 879.59; Goodall, Cheryl, Serv, 3201.84; Gphr Sprts, Supp, 3013.96; Grnd Elctrc, Elctrcy, 95.03; Grnscp, Serv, 14549.44; Grzzly Indstrl, Supp, 4678.59; GTM Sprtswr, Supp, 2230.00; Hggryts, Rprs, 97.77; Hrlws, Bus Serv, 123602.87; Hrvys Lck Shp, Supp, 281.83; Hauff Md Amrca, Supp, 28450.31; HDE, Supp, 10497.00; Hrtlnd Paper Co, Supp, 615.90; Hnmnn, Wrkbks, 238.70; Hllyrd, Scrbb, 9979.50; Hines-Gross, Tami, Lnch Rfd, 104.98; HMH Schl, Wrkbks, 2190.42; Hldy Inn, Trvl, 161.30; Hghtn Mffln Hrcrt, Wrkbks, 99839.76; Hubbard, Bruce, Serv, 350.00; Jcbs Ato Rpr, Rprs, 1247.89; JAMF Sftwr, Sftwr, 26100.00; Jenner, Stephanie, Rfnd, 14.55; Jhnsn Cntrls, Rprs, 12648.90; Krls, AC Unt, 569.99; Kdblg, Sub, 79.20; Kffr Sntn, Refuse, 167.59; LL Insltn, Serv, 6804.00; Lkshr Lrning, Plydgh, 65.54; Lrning A-Z, Sub, 1829.10; Lrngng Thngs, Wrkbks, 19.43; Lrngng Zn Exprss, Books, 110.85; Lexia, Sub, 19560.00; Lghtng Maint, Bulbs, 319.84; Little, Verla, Rfnd, 21.00; Lynns, Food, 69.81; MB Clning, Serv, 6559.50; Marco, Copier Lease, 2722.51; McGrw Hill, Txtbks, 13284.56; Md Schl Cncssns, Food, 27.72; Md Schl FS, Meals, 832.40; Medco, Supp, 770.35; Mdasprk, Books, 320.00; Mnrds, Supp, 522.71; Merwin, Becky, Serv, 5508.44; Md Amrcn Rsrch Chem Corp, Serv, 8612.93; Midco, Internet/Phones, 6512.16; Mdcntnt Tstng, Tstng, 38.00; Mobyman, Sub, 891.00; MDU, Heat, 1618.76; Mt Rshmr Scty, Prkng, 110.00; Movie Licnsng, Sub, 369.00; Mrlock, Keys, 42.52; My Place, Ldgng, 288.00; Natl Cntr for Cnstnl Stds, Books, 40.00; Natl Assn for Music Ed, Dues, 117.00; Natl Autsm Res, Supp, 23.98; Noetic Lrning, Rgstrtn, 220.00; Nrthwst Pipe, Prts, 389.40; Novus Glss Rpr, Rprs, 65.00; Nurtikids, Fees, 2683.50; Orntnl Trdng, Supp, 264.29; Owens, Supp, 392.38; Pan O Gold, Bread, 2913.44; Pearson Ed, Wrkbks, 51498.69; Pdmnt Spc Co, Food, 8.95; Cty of Pdmnt, Water, 885.75; Ptny Bwes, Pstg, 763.00; Plnktn Schl Dst, Serv, 4450.50; Plyscrpts, Supp, 45.71; Ppplrs Msc Str, Supp, 674.65; Pwr Systms Ftnss, Supp, 1290.37; Pro Ed, Books, 181.45; Prfrc, Supp, 696.79; Quill, Supp, 7849.27; Rpd Cty Jrnl, Ads, 505.51; Redrossa, Meals, 18.00; Rfrgrtn Hrdwr Supp, Paper, 15.84; Rfs Soltns, Refuse, 504.00; Reinhart, Food, 35588.09; Rlnc Comm, Schl Mssngr, 5552.00; Rchtrs Tr, Rprs, 1711.14; Ricoh, Cpr Leases, 2588.13; Ricoh, Cpr Imgs, 144.55; Rckngtrr Lndscps, Rprs, 1981.92; Rshmr Offc Supp, Supp, 780.88; Sams Club, Supp, 2235.04; Snd Creek Prntng, Supp, 257.25; Schlstc, Mgzns, 1903.07; Schlstc, Mgzns, 3938.64; Schl Spclty, Frntr, 3041.01; Schl Spclty, Supp, 15912.91; Schoolsln, Desk, 482.13; Scott Ptrsn Mtrs, Oil Change, 40.45; Scripps, Rgstrtn, 158.50; Scull, Mddl Schl, 1434625.59; SD Dept Humn Serv, Serv, 23197.91; SDASBO, Rgstrtn, 80.00; SDASFAA, Wrkshop, 110.00; SDASP, Rgstrtn, 350.00; SDMEA, Regstrtns, 2200.00; Srvll, 1463.94; SODAKSACA, Conf, 620.00; Spdy Lube, Rprs, 230.97; Sprt Time, Supp, 157.07; Stn Hstn Eqpmnt, Prts, 596.56; Napa, Prts, 35.99; Strgs Utlty Dept, Water, 6245.02; Sun Life Fncl, Ins, 2080.73; Survymnky, Sub, 250.00; Tchr Drct, Supp, 109.81; Tie Offc, Rgstrtns, 4775.00; Tm Mngmnt, Cntrct, 2762.00; Toms Ts, Tshirts, 3220.50; Trbvll Indstrl Elctrc, Prts, 438.97; USF, Crdt Hrs, 1260.00; US Games, Supp, 799.10; USPS, Mail, 31.14; USPS, PO Box, 52.00; Vrzn, Phones, 364.68; Vcbssplng, Sub, 119.90; Walmart, Supp, 1297.80; Walmart, Supp, 47.73; Wards Scnc, Supp, 499.03; Watertree, Rprs, 325.28; Weierkes Sptc Serv, Serv, 250.00; Wellmark, Ins, 189438.03; Wellmark, Bnfts, 399.00; West Rvr Elctrc, Elctrcy, 763.59; Wex Bnk, Fuel, 4234.74; WW Cty Wtr, Water,

72.16; Wilm Mcgill Co, Supp, 4165.26; Wlms Assoc., Rmdl, 3322.50; Woodstock Supply, Rmdl, 236.16; Znr Blsr, Wrkbks, 2607.20

Expenditures: Gen Fund 572422.80; Cap Outlay 254394.08; Spec Serv 445639.90; Pension 0.00; Debt Serv 0.00; Capital Projects 1454961.59; Food Serv 73347.68; Enterprise 7686.48; Total \$2808452.53. Payroll: Elem 547487.29; MS 166632.08; HS 223950.87; Dist Wide 265323.04; Spec Serv 236269.53; Capital Outlay 0.00; Pension 0.00; Food Serv 63683.70; Concessions 137.67; Capable Kids 3173.83; Driver's Ed 0.00; Summer School 0.00; Travel 535.65; Supp 1146.38; Total \$1508340.04.

Cash Recap: September 2017: General Fund: Begin Bal 4464634.70; Petty Cash 100.00; Cash Change 1500.00; Advance Pymt 15000.00; Cash in Bank 897470.90; Investments PSBK 3550563.80; Investments CD 0.00; Investments CD over 90 Days 1015588.80; Transfer In 0.00; Revenue: Local Taxes 102091.07; Other Sources 21206.69; State 727826.00; Federal 54257.00; Other Local Sources 53738.33; Total Revenue 959119.09; To Be Acct'd For: 5423753.79; Transfer Out 0.00; Expenditures 1598898.27; Ending Bal September 30, 2017: 3824855.52; Petty Cash 100.00; Cash Change 1500.00; Adv Pymt 15000.00; Cash in Bank 1433595.41; Investments Savings 2374660.11; Investments CD 0.00; Investments CD over 90 Days 1015588.80; Capital Outlay: Begin Bal 3057920.62; Cash in Bank 87560.52, Investments PSBK 2970360.10; Transfer In 0.00, Revenue Local Taxes 49956.47; Other Sources 1665.39; State 0.00; Federal 10395.19; Other Local Sources 2977.90; Total Revenue 64994.95; To Be Acct'd For: 3122915.57; Transfer Out: 0.00; Expenditures 635847.31; Ending Bal 2487068.26; Cash in Bank 12540.19; Investments Savings 2474528.07; Spec Serv: Begin Bal 672156.48; Cash in Bank 106553.52; Investments PSBK 565602.96; Revenue: Local Taxes 28455.34; Other Sources 828.37; State 54076.00; Federal 57605.00; Other Local Sources 166.48; Total Revenue 141131.19; To Be Acct'd For 813287.67; Expenditures 269235.78; Ending Bal 544051.89; Cash in Bank 48998.74; Investments Savings 495053.15; Pension Levy: Begin Bal 1082805.51; Cash in Bank 1082086.97; Investments PSBK 718.54; Revenue Local Taxes 0.00; Other Sources 116.73; State 0.00; Other Local Sources 364.28; Total Revenue 481.01; To Be Acct'd For 1083286.52; Expenditures 0.00; Ending Bal 1083286.52; Cash in Bank 0.00, Investments Savings 1083286.52; Food Service: Begin Bal 432566.58; Cash in Bank 143485.25; Investments PSBK 289081.33; Revenue: State 0.00; Federal 0.00; Other Sources 61356.93; Total Revenue 61356.93; To Be Acct'd For 493923.51; Expenditures 162199.04; Ending Bal 331724.47; Cash in Bank 42545.90; Investments Savings 289178.57; Enterprise: Begin Bal 89451.11; Cash in Bank 10644.40; Investments PSBK 78806.71; Revenue: Federal 0.00; State 0.00; Other Sources 9117.48; Total Revenue 9117.48; To Be Acct'd For 98568.59; Transfer out 0.00, Expenditures 8015.05, Ending Bal 90553.54; Cash in Bank 13289.80, Investments Savings 77263.74; Unemployment: Begin Bal 17899.85; Transfers in 0.00; Cash in Bank 17899.85; Investments PBSK 0.00; Investments over 90 Days 0.00; Revenue: Other Sources 3.56; Total Revenue 3.56; To Be Acct'd For 17903.41; Expenditures 0.00; Ending Bal 17903.41; Cash in Bank 17903.41; Investments Savings 0.00; Trust & Agency: Begin Bal 367788.00; Cash in Bank 268791.15; Investments PSBK 51533.72; Investments CD 47463.13; Revenue Other Sources 110453.11; Total Revenue 110453.11; To Be Acct'd For 478241.11; Expenditures 23039.95; Ending Bal 455201.16; Cash in Bank 353134.07; Investments Savings 54604.56; Investments CD 47462.53

Personnel. MOTION by Wheeler, seconded by Urbaniak, and carried to approve the personnel item as presented: New Hire (Support Staff): Becky Merwin, interim food service supervisor, \$4,000/month, eff. for October 1, 2017 to June 30, 2018; Brittney Rowett, playground/noon duty supervisor, Sturgis Elementary, \$11.25/hour, eff. 9/18/2017; Johnathan Christian, food service employee, Sturgis Williams Middle School, \$10.75/hour, eff. 9/21/2017; Traci Kern-Mohr, food service employee, Sturgis Williams Middle School, \$10.75/hour, eff. 9/15/2017; Karissa Jones, playground/noon duty supervisor, Piedmont Valley Elementary, \$11.25/hour, eff. 9/18/2017; James Vinson, Buildings & Grounds delivery, district-wide, \$13.00/hour, eff. 9/19/2017. Change of

Assignment (Support Staff): Charlotte Hildebrant, playground/noon duty supervisor to special education paraprofessional, Piedmont Valley Elementary, \$11.25/hour, eff. 9/25/2017. Retirements (Certificated): Cathie Anderson, teacher, Sturgis Williams Middle School, eff. at the end of the 2017-18 school year; Barton Torbert, teacher, Sturgis Brown High School, eff. at the end of the 2017-18 school year. Resignations (Support Staff): Mica Sulzbach-Bataille, food service employee, Sturgis Williams Middle School, eff. 9/18/2017; Makenzie Skovlund, special education paraprofessional, Sturgis Williams Middle School, eff. 10/05/2017; Traci Kern-Mohr, food service employee, Sturgis Williams Middle School, eff. 10/16/2017; Cathy Kuenzel, special education paraprofessional, Sturgis Williams Middle School, eff. 10/12/2017; Brad Martin, network administrator, district-wide, eff. 10/06/2017; Daniel Cooper, buildings & grounds supervisor, district-wide, eff. 10/13/2017; Jacqueline VanOmmeren, special education paraprofessional, Piedmont Valley Elementary, eff. 9/14/2017; Janell Woehl, food service worker, Sturgis Williams Middle School, eff. 9/01/2017.

Joint Election. MOTION by Chowen, seconded by Richter, and carried to authorize a combined county and school district election with Meade County in June of 2018.

SBHS Girls Softball Non-School Athletic Activity Agreement. MOTION by Wheeler, seconded by Urbaniak, and carried to approve the SBHS softball non-school athletic agreement as presented for the 2017-18 school year.

2017-18 Fee Schedule for Adult Lunches. MOTION by Burns, seconded by Chowen, and carried to approve the change in the adult lunch price from \$3.35 to \$3.55.

Official Fall Enrollment. Official count was on September 29, 2017 for the 2017-18 school year. Meade School District enrollment numbers are down approximately two students from the 2016-17 school year.

Soccer Transition. The Sturgis Soccer Association is requesting the district to assume full responsibility for high school soccer. The original agreement states that the soccer association can request the board to assume full responsibility after three years. The 2018-19 school year will be the last year of the five-year agreement.

Summerset-Stagebarn Middle School Survey Results. The district surveyed community members on a name choice for the new Summerset-Stagebarn middle school. The results of that survey: 38% (122) surveyed voted for Stagebarn Middle School; 17% (54) surveyed voted for Summerset Middle School; 13% (41) surveyed voted for Summerset-Stagebarn Middle School; 32% (102) surveyed gave a recommendation for other possible names. Sixteen voted for Piedmont Middle School and the other recommendations were not serious considerations. The survey monkey did not exclude people from voting more than once.

Fence Along High School East Pasture. The east fence along the high school property needs repair. The project is approximately 2,800 feet of fencing at a cost of \$4,500.00, which includes tearing out the old fence, labor and materials for the new fence.

Woodle Field Project. The capital outlay project to repair the grandstands at Woodle Field is complete. The original budget for the project was \$50,000.00 and the retaining wall added an additional \$25,000.00 to the project. The additional expenses will be paid out of rally funds, 2016-17 concession stands surplus, and a small amount out of capital outlay.

Irrigation at SBHS. The wells at the high school, which irrigate the practice football and soccer fields, do not have the capacity to supply enough water to irrigate the fields. The district is in the process of getting price estimates from several well diggers for a deep-water well.

Board Policy AH: Conflict of Interest Disclosure and Authorization. Second reading of new board Policy AH: Conflict of Interest Disclosure and Authorization.

Board Policy GBCA: Staff Conflict of Interest. Second reading of Policy GBCA: Conflict of Interest.

Board Policy GCDB: Criminal Background Checks. First reading of new board Policy GCDB: Criminal Background Checks.

ASBSD Regional Meeting. School board members and administrators were invited to the ASBSD 2017 Fall Regional meeting on Wednesday, November 1, 2017, 6:00 to 8:30 p.m.

ASBSD Delegate Assembly. Mike Isaacson is the appointed delegate for the ASBSD Delegate Assembly; Bryce Richter is the alternate delegate. The ASBSD Delegate Assembly is Friday, November 17, 2017 in Pierre, SD.

ASBSD School Law Seminar. ASBSD School Law Seminar is Wednesday, October 11, 2017 in Rapid City. Don Kirkegaard, Pete Wilson, Dave Olson, and Bruce Hubbard are attending. The session is covering criminal background checks, the conflict of interest law, opt-outs, bid laws and surplus property, DOJ and DOE investigation on school use of restraints, use of service animals and data security, among other key school law topics.

November Legislative Round Table. The board will host a legislative round table in November. The board will invite area legislators for a dinner and meeting on November 13, 2017 with the regular board meeting to follow at 6:30 p.m.

Annual Audit. Casey Peterson and Associates will be conducting the district's annual audit, October 26 through November 3, 2017.

Reports. Brett Burditt talked about the metal detection on the high school property and the items that were donated to the Fort Meade Museum.

Courtney Mack talked about high school coronation and the homecoming events.

Charlie Wheeler reminded board members about the Black Hills Special Services Cooperative tours.

Superintendent Donald Kirkegaard reminded the board that Guyla Ness will present the assessment information at the November board meeting.

6:39 p.m. Adjournment. MOTION by Wheeler, seconded by Richter, and carried to adjourn.

Courtney Mack, President

Brett Burditt, Business Manager

Jill Meirose, Recorder