

MINUTES, Monday, September 11, 2017

5:00 p.m. Executive Session

5:30 p.m. Regular School Board Meeting-Williams Administrative Building, Board Room

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Board Members Present: Courtney Mack, Joseph Urbaniak, Corey Johnson, Curtis Johnson, Dennis Chowen, Bryce Richter, Charlie Wheeler and Mike Isaacson; absent Bob Burns.

Executive session called to order at 5:00 p.m. MOTION by Chowen, seconded by Richter, and carried to enter into executive session to discuss personnel (SDCL 1-25-2.1) and Student Related Matters (SDCL 1-25-2.1).

Regular board meeting called to order at 5:47 p.m.

District Personnel Present: Don Kirkegaard, Bev Rosenboom, Brett Burditt, Ethan Dschaak, Mike Paris, Pete Wilson, Jeff Ward, Chrissy Peterson, Deb Wilburn-Kerstiens, Ann Nonnast, Karen Johnson and David Olson.

Others Present: Community members.

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

- a. Agenda
- b. Minutes of Regular Meeting on August 14, 2017
- c. Claims for Payment
- d. Open Enrollment & In-District Transfer Requests
- e. Student Assignment Requests

Conflict of Interest Waiver. No waivers presented for board action.

Recognitions. The Character Education Word of the Month for September is "sportsmanship" which includes equality, justice, taking turns, playing by the rules, and treating all people fairly.

Financial Reports. MOTION by Richter, seconded by Curtis Johnson, and carried to approve the financial reports, Exhibit A, B, C, and D as presented and Claims for Payment September 11, 2017; AB Widng, Supp, 734.00; Actn Mchncl, Rprs, 1828.84; Advncd Pymts, 2109.05; Alc Trnng, Usrs, 450.00; Amck Snd, Rprs, 273.13; Apple, Eqpmnt, 259735.00; Archtchtr Inc, Dsgn Fees, 16988.00; Armstrng Ext, Serv, 188.78; ASBSD, Rgstrtn, 555.00; Bymnt Inn, Ldgng, 2342.51; BF Schl Dstrt, Stdnt Trnsprtn, 264.60; Bst Buy, Supp, 222.31; Bst Wstrn, Ldgng, 288.00; BH Asphlt, Prking, 739.80; BH Chmcl, Trsh Cans, 130.36; BH Enrgy, Elctrcty, 37050.30; BH Spcl Serv, Tuition, 11839.76; BHSU, Supp, 32.50; BH Title, Land, 50256.16; BAM, Books, 775.17; Cmpblls Supp, Supp, 55.03; Careersafe, Lcns, 5000.00; CDW-G, Prntr, 227.16; CntryInk, Phones, 68.21; Chrs Supp, Prts, 187.27; Coke, Drnks, 3828.50; Cmmrcl Door, Prts, 107.95; Comp Vllg, Rprs, 9818.75; Cool Cncpts, Airfare, 690.00; Coop Prchsng, Paper, 27234.50; DR Serv, Rprs, 134.81; Dkta Hrdwr, Prts, 55.94; Dktrncs, Scrbrd, 7389.00; Dncwr Sltns, Dresses, 1098.56; Dean Food, Milk, 3136.30; Dean Kurtz Const, Remdl, 8397.22; Dons Instlltn Serv, Blnds, 9715.00; EMC Ntnl Life, Prmms, 1714.10; EPCO, Fltrs, 91.96; Eric Armin, Supp, 4377.33; FC Org Prdcts, Planner, 59.11; Fnc Crftrs, Fence, 4529.00; FIB, Strt Up Funds, 4300.00; Frst Technlgs, Prntr, 3244.88; Gldn Wst Tch, Wrless, 175670.22; Gldn Wst Tele, Phns/Intrnt, 835.64; Gophr Sprts, Supp, 466.54; Greenscp, Rprs, 3412.12; Grmms Pmp, Inspctn, 295.35; Hgn Wndws, Rprs, 500.00; Haggryts Msc Wrks, Supp, 175.20; Hal Leonard, Supp, 195.00; Hndwrng without Tears, Wrkbks, 289.30; Hrlws, Bus Serv, 107243.95; Hauff Md Amrca Sprts, Supp, 2838.85; Hrtlnl Paper, Supp, 2397.71; Hrtland School

Sol, Pin Pad, 806.00; Hill City Schl Dst, Rgstrtn, 250.00; Hubbard, Bruce, Lgl Serv, 350.00; Id Ville, Nmplts, 110.25; Ivrsn Constr, Roof, 9111.21; Johnson, D'Arcy, Rfnd, 17.00; Ky Cty Glss, Rprs, 230.00; Lrng Thngs, Wrkbks, 158.70; Lifetouch, Yrbks, 546.00; Lghtng Mntnc, Lghts, 565.95; Lynns, Supp, 21.57; MB Clean, Serv, 6312.50; Marco, Lease, 9435.33; McGrw Hill, Txtbks, 9387.17; Meade Schl Food, Brkfst, 500.00; Mcroreply, Rprs, 1533.00; MDU, Gas Chrgs, 1391.65; Movie Lcnsng, Fee, 505.00; Nasco, Supp, 715.60; Natl Geo Bee, Regstrtn, 120.00; NW Pipe, Wtr Htr, 1976.29; Odysseyware, Sub, 15800.00; Olsen, Brandi, Rfnd, 29.00; Pan O Gold, Bread, 1214.10; Pearson, Wrkbks, 6775.75; Piedmont, City of, Water, 228.75; Prmr Agndas, Planners, 1164.00; Pureforce, Supp, 639.19; Rpd Cty Jrnl, Sub, 333.11; Rpd Cty Jrl, Sub, 698.76; Rpd Dlvry, Serv, 14.95; Reinhrt, Food, 36320.66; Rchtrs, Rprs, 616.33; Ricoh, Cpr Leases, 844.00; Ricoh, Cpr Imgs, 2316.09; Rvrside Tech, Server, 4999.00; Roger Frye Paint, Tape, 500.00; Rushmore Office, Supp, 576.26; Rylr Entrprs, Supp, 207.75; Sams Clb, Supp, 2174.31; Schlstc, Subs, 8070.50; Schlstc, Subs, 2337.67; Schl Spclty, Supp, 349.11; Scott Ptrsn, Rprs, 123.82; Scull, Constr, 1355051.33; SD Dept Hmn Serv, Serv, 13358.23; Servall, Mops, 975.44; Shrtn, Ldgng, 1350.00; Shopko, Supp, 182.64; SNA, Mmbrshp, 43.00; SDRS, Bnft, 54045.00; Stn Hstn Eqpmnt, Prts, 3718.00; Strgs Comm Cntr, Rntls, 2175.00; Napa, Prts, 21.14; Strgs Utlty Dpt, Wtr, 6260.90; Sccss By Dsgn, Plnrs, 1113.62; Summit, Grvl, 2439.19; Sprm Schl Supp, Books, 63.85; Swartz, Bruce, Tuning, 490.00; Taylr Msc, Supp, 439.00; Thomas, Holly, Lnch Rfnd, 16.30; Toms Ts, PE Shrts, 1753.95; TwN N Cntry, Prts, 167.52; Trbrn Co, Fees, 13652.00; HSTA, Vhcl, 26047.00; Vrzrn Wrlls, Serv, 153.79; Wlmrt, Supp, 820.27; Weimrs, Dnts, 3.51; Wllmrk, Ins, 195941.50; Wllmrk, Flx Bnfts, 399.00; Wex Bnk, Fuel, 2880.79; WW Cty Wtr, Wtr, 69.08

Expenditures: Gen Fund 467871.41; Cap Outlay 597198.43; Spec Serv 46198.77; Pension 0.00; Debt Serv 0.00; Capital Projects 1372039.33; Food Serv 100617.17; Enterprise 6707.40; Total \$2590632.51. Payroll: Elem 475079.65; MS 149535.73; HS 202291.41; Dist Wide 255126.36; Spec Serv 163062.02; Capital Outlay 0.00; Pension 0.00; Food Serv 11798.95; Concessions 567.94; Capable Kids 12.81; Driver's Ed 0.00; Summer School 0.00; Travel 1900.15; Supp 106.50; Total \$1259481.52.

Cash Recap: August 2017: General Fund: Begin Bal 4683077.89; Petty Cash 100.00; Cash Change 0.00; Advance Pymt 15000.00; Cash in Bank 679527.82; Investments PSBK 3988450.07; Investments CD 0.00; Investments CD over 90 Days 1015588.80; Transfer In 0.00; Revenue: Local Taxes 38456.46; Other Sources 172430.36; State 727826.00; Federal 62506.00; Other Local Sources 52935.61; Total Revenue 1054154.43; To Be Acct'd For: 5737232.32; Transfer Out 0.00; Expenditures 1272597.62; Ending Bal August 31, 2017: 4464634.70; Petty Cash 100.00; Cash Change 0.00; Adv Pymt 15000.00; Cash in Bank 897470.90; Investments Savings 3550563.80; Investments CD 0.00; Investments CD over 90 Days 1015588.80; Capital Outlay: Begin Bal 3274001.67; Cash in Bank 325390.72, Investments PSBK 2948610.95; Transfer In 0.00, Revenue Local Taxes 18302.35; Other Sources 2379.03; State 0.00; Federal 19920.02; Other Local Sources 1899.27; Total Revenue 42500.67; To Be Acct'd For: 3316502.34; Transfer Out: 0.00; Expenditures 258581.72; Ending Bal 3057920.62; Cash in Bank 87560.52; Investments Savings 2970360.10; Spec Serv: Begin Bal 719388.36; Cash in Bank 95520.33; Investments PSBK 623868.03; Revenue: Local Taxes 10425.07; Other Sources 1109.78; State 54076.00; Federal 57613.00; Other Local Sources 2165.08; Total Revenue 125388.93; To Be Acct'd For 844777.29; Expenditures 172620.81; Ending Bal 672156.48; Cash in Bank 106553.52; Investments Savings 565602.96; Pension Levy: Begin Bal 1082578.83; Cash in Bank 1082086.97; Investments PSBK 491.86; Revenue Local Taxes 0.00; Other Sources 226.68; State 0.00; Other Local Sources 0.00; Total Revenue 226.68; To Be Acct'd For 1082805.51; Expenditures 0.00; Ending Bal 1082805.51; Cash in Bank 1082086.97, Investments Savings 718.54; Food Service: Begin Bal 390868.55; Cash in Bank 101891.14; Investments PSBK 288977.41; Revenue: State 0.00; Federal 7986.93; Other Sources 50470.61;

Total Revenue 58457.54; To Be Acct'd For 449326.09; Expenditures 16759.51; Ending Bal 432566.58; Cash in Bank 143485.25; Investments Savings 289081.33; Enterprise: Begin Bal 91745.56; Cash in Bank 9760.66; Investments PSBK 81984.90; Revenue: Federal 0.00; State 0.00; Other Sources 542.07; Total Revenue 542.07; To Be Acct'd For 92287.63; Transfer out 0.00, Expenditures 2836.52, Ending Bal 89451.11; Cash in Bank 10644.40, Investments Savings 78806.71; Unemployment: Begin Bal 17896.05; Transfers in 0.00; Cash in Bank 17896.05; Investments PBSK 0.00; Investments over 90 Days 0.00; Revenue: Other Sources 3.80; Total Revenue 3.80; To Be Acct'd For 17899.85; Expenditures 0.00; Ending Bal 17899.85; Cash in Bank 17899.85; Investments Savings 0.00; Trust & Agency: Begin Bal 326501.20; Cash in Bank 229871.76; Investments PSBK 48498.13; Investments CD 48131.31; Revenue Other Sources 98718.86; Total Revenue 98718.86; To Be Acct'd For 425220.06; Expenditures 57432.06; Ending Bal 367788.00; Cash in Bank 268791.15; Investments Savings 51533.72; Investments CD 47463.13.

Personnel. MOTION by Curtis Johnson, seconded by Urbaniak, and carried to approve the personnel items and contract amendments for teachers who advanced on the salary structure: New Hire (Certificated): George Caine, teacher, Sturgis Brown High School, \$49,832.00, eff. for the 2017-18 school year.

New Hire (Extracurricular): Ward Anderson, assistant high school girls' basketball coach, Sturgis Brown High School, \$3,453.00, eff for the 2017-18 school year; Steve Hilton, assistant high school track coach, Sturgis Brown High School, \$3,624.00, eff. for the 2017-18 school year; George Caine, assistant middle school wrestling coach, Sturgis Williams Middle School, \$2,205.00, eff. for the 2017-18 school year; Cassie Rhoden, rural volleyball coach, rural schools, \$1,814.00, eff. for the 2017-18 school year.

New Hire (Support Staff): Janell Woehl, food service worker, Sturgis Williams Middle School, \$10.75/hour, eff. 8/28/2017; Adrienne Nacey, food service worker, Sturgis Elementary, \$10.75/hour, eff. 8/28/2017; Jessica Bestgen, library paraprofessional, Sturgis Williams Middle School, \$11.25/hour, eff. 8/28/2017; Deborah Hight, food service worker, Sturgis Brown High School, \$10.75/hour, eff. 8/28/2017; Chelsae Romey, Title I paraprofessional, Sturgis Elementary, \$11.25/hour, eff. 8/22/2017; Rebecca Smith, special education paraprofessional, Union Center, \$11.25/hour, eff. 8/22/2017; Danielle Sperling, special education paraprofessional, Sturgis Intermediate School, \$11.25/hour, eff. 8/22/2017.

Stipend: Holly Kopplin, concessions purchasing supervisor, Sturgis Brown High School, \$2,000, eff. 8/28/2017.

Resignations (Support Staff): Wesley Ferguson, delivery employee, district-wide, eff. 8/29/2017; Crystal Bruce, playground/noon duty supervisor, Piedmont Valley Elementary, eff. 8/15/2017; Jenny Jensen, playground/noon duty supervisor, Sturgis Elementary, eff. 8/25/2017.

Resignation (Extracurricular): James Paris, assistant middle school wrestling coach, Sturgis Williams Middle School, eff. 8/14/2017.

Addendum to Contract (Extracurricular): Amy Wilcox, rural volleyball coach, published salary was \$1,966.00 and corrected amount is \$1,930.00, eff. for the 2017-18 school year.

Contract Amendments (Teachers who advanced on the salary structure): Kimberly Smiley, BA+24 to MA, \$3,000; Kimberly Hartwig, MA to MA+12, \$600; Kelli Heiser, BA to BA+12, \$500, and William Carpenter, MA to MA+24, \$1,300.

Summerset-Stagebarn Contingency Adjustment RFP #5. MOTION by Isaacson, seconded by Chowen, and carried to approve RFP #5 for an additional cost of \$10,127.91.

Summerset-Stagebarn Contingency Adjustment RFP #6. MOTION by Curtis Johnson, seconded by Charlie Wheeler, and carried to approve RFP #6 for an additional cost of \$3,412.03.

High School Grazing & Haying Lease. MOTION by Richter, seconded by Wheeler, and carried to authorize Brett Burditt, business manager, to call for bids for a two-year grazing and/or haying lease with a one-year extension option.

Policy EEA: Transportation Plan for Students Placed in Foster Care. MOTION by Wheeler, seconded by Urbaniak, and carried to approve School Board Policy EEA: Transportation Plan for Students Placed in Foster Care as presented.

Line of Administrative Authority. MOTION by Richter, seconded by Chowen, and carried to approve the line of administrative authority as presented for the 2017-18 school year.

Non-School Athletic Activity Agreements. MOTION by Wheeler, seconded by Curtis Johnson, and carried to approve the Sturgis High School Baseball and Sturgis Rodeo Club non-school athletic activity agreements for the 2017-18 school year as presented.

Special Education Comprehensive Plan. MOTION by Wheeler, seconded by Chowen, and carried to approve the 2017-18 Special Education Comprehensive Plan as presented.

Department of Army Corps of Engineers Jurisdictional Waters Findings. The district received the report from the Department of the Army Corps of Engineers regarding the high school property. It was determined jurisdictional waters are located on the property and any activity involving the discharge of dredged or fill material within the waters would require a permit from the Army Corps of Engineers.

Review Budget for Summerset-Stagebarn Middle School Project. Mr. Kirkegaard gave a review of the budget to date for the Summerset-Stagebarn middle school project.

Naming of the Summerset-Stagebarn Middle School. In order for the board to name the new Summerset-Stagebarn middle school, the district will conduct a survey to receive community feedback.

Preliminary Fall Enrollment. Preliminary numbers at the end of the first week of school indicate that district-wide enrollment has increased. Official enrollment will be September 29, 2017.

Policy GBCA: Staff Conflict of Interest. Review and first reading of School Board Policy GBCA: Staff Conflict of Interest.

Policy AH: Conflict of Interest Disclosure and Authorization. First reading of new School Board Policy AH: Conflict of Interest Disclosure and Authorization.

2017-18 Annual Report. The Annual Report for 2017-18 is available on the district website.

Special Education Review. The Special Services Department will have an on-site accountability review, September 19-21, 2017.

Reports. Mrs. Mack talked about the board needing to start planning for the new rural attendance center and look at architects.

Mr. Kirkegaard stated that the business manager at the Newell School District resigned and Brett Burditt and Maranda McGillivray were assisting them during this time.

6:45 p.m. Adjournment. MOTION by Isaacson, seconded by Wheeler, and carried to adjourn.

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Courtney Mack, President

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Brett Burditt, Business Manager

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Jill Meirose, Recorder