

MEETING MINUTES – Monday, October 13, 2020
5:00 p.m. Tour of Sturgis Williams Middle School
5:30 p.m. Regular School Board Meeting
Executive Session followed the regular board meeting

Board Members Present: Joseph Urbaniak, Cody Weber, Charlie Wheeler, J.T. Vig, Tracy Konst, Darrell Vig, Lee Spring, Holly Good, John Nachtigall.

Others Present: Don Kirkegaard, Brett Burditt, Adam Lalicker, Chad Hedderman, Amanda Christensen, Pete Wilson and Terri Jorgensen.

Meeting called to order at 5:30 p.m.

Pledge of Allegiance:

Consent Agenda: MOTION by Good, seconded by Weber and carried to approve the consent agenda as presented:

- a. Agenda
- b. Minutes of Regular Meeting on September 14, 2020 and Special School Board Meeting Minutes on September 21, 2020.
- c. Claims for Payment: 3E Elctrc, Rprs 1475.95; AB Bsns, Lse 1617.76; AB Wldng, Sply 1997.26; AJ Spply, Sply 93.34; J. Aberle, Offcl Crdntr 600.00; Advc Pymnts, Offcl 6412.60; Amzn, Sply 23041.02; Amrcn Inn, Ldgng 1373.40; Amck Snd, Srv 200.00; j. Anderson, Rpr 1740.00; ASBSD, Rgstrn 25.00; ASCD, Sply 401.85; B&H Pht, Sply 176.20; S Bedford, Lnch Rfnd 6.25; Brnrd Food, Food 659.26; Bst By, Sply 62.80; BJ Instrmnt Rpr, Rpr 350.00; BH Wtr, Wtr 2160.60; BH Chmcl, Sply 10910.88; BH Enrgy, Utlty 45281.46; BH Pnr, Pblsh 334.49; BHSS, Ttn 30736.17; T Bonnichsen, Lch Rfnd 97.95; Bkcrtr, Sbscrptn 120.00; BSN Sprts, Sply 130.51; F Bussler, Crdntr 100.00; Crr C.,mctms. Sply 4175.00; Crqst, Sply 19.99; CashWA, Food 41593.41; CSW-G, Equipment 2345.50; Cntrl Rstrnt, Equipment 622.59; Cntrylnk, Utlty 55.01; Chrs Sply, Equip 15.99; Cty Smmrset, Srvs 1700.19; Clsswrk, Lcns 187.00; Coca Cola, Sply 1885.78; Cmmcl Dr, Sply 57.75; Cmmtch, Utlty 11672.89; Crs Prvntn, Mmbrshp 150.00; DR Svc, Rprs 931.63; Dkta Bus, Srvs 12750.00; Dkt Sply, Sply 364.69; Dean Foods, Milk 1484.69; Dlta Dntl, Ins 11890.10; Dmc, Sply 2513.73; Dtr Oils, Sply 285.37; L Droppers, Lnch Rfnd, 8.80; Fth Indpdnt, Pblshng 349.24; Flinn, Sply 421.20; Flitt, Books 6120.02; Ft Brdmkr, Sbscrptn 527.20; Gldn Wst, Sply 3971.71; Grnd Elec, Utlty 153.88; Grt Wstrn Tire, Srvs 282.20; Grnscp, Rprs 5294.29; Hrlw Bus, Srvs 141790.64; Hauff, Sply 8124.57; Hrt Smrt, Sply 71.19; Hrtlnd Ppr, Sply 407.7; K Hersrud, Lnch Rfnd 45.00; ICEV, Lcns 710.00; Infnt Cmps, Sftwr 2948.00; Innvtv Offc, Frntr 31741.09; IXL Lrng, Sply 540.00; Jcb Auto, Rpr 389.57; Jhnsn Cntrl, Rpr 940.54; JW Ppr, Sply 120.99; Kffr Sntn, Utlty 1220.56; Lstng Imprssns, Lnyrds 2765.00; Lrngng A-Z, Lcns 692.70; Lbrty Chvrlt, Rprs 1164.47; Lkt Clnrs, Cntrct 3360.00; Ls Ends Cng, Cntrct 19664.75; Lowe, Sply 106.60; Lynns, Sply 175.00; Mcgll, Sply 876.00; Mrc, Ls 1735.41; Mcgrw Hill, Crrclm 5631.82; Mclld, Sply 359.32; Md Food, Sply 509.40; J Meirose, Srvs 50.00; Mnrds, Equip 104.79; Mdco, Utlty 6708.92; Mdcntnt Tstng, Tstng 20.00; MDU, Utlty 3108.01; Msyl Crptn, Lcnses 2005.56; Nies & Karras, Srvs 306.00; NW Pipe, Rprs 78.44; J Overvold, Lnch Rfnd 76.00; Pan Gold, Brd 1665.98; Paypal, Sply 468.00; Prsn Clncl, Sply 414.53; Pfrfmc Atmtcs, Rprs 3397.10; Pdmnt Cty, Utlty 612.59; Plmbng Dsgn, Equipment 34256.01; Pwr Systms, Sply 417.13; Prr Frms, Mlk 6689.49, Pro Ed, Sply 156.11; Prprty/Lbity, Wrk Cmp 11340.00; Quill, Sply 1990.68; Rsmssn Mchncl, Rprs 2574.33; Rd Ntrly, Sply 308.66; Refuse, Utlty 399.90; Rgn 4 Admn, Rgstrn 270.00; M Rehberg, Mlg 85.68; Rnhrt Fds, Food 21346.66; Rchtr Tr, Rprs 52.00; Ricoh, Ls 7628.62; Rvrsd, Equip 447.00; Rnnngs, Sply 739.78; Rshmr Cmmn, Rprs 330.00; Rshmr Offc, Sply 79.63; Sams, Sply 3099.66; Schlstc, Sbscrptn 543.58; Schl Spclty, Sply 1929.58; SD Assc Edctr, Rgstrn 150.00; SD Hmn Srvcs, Ttn 11427.77; Srvll, Mops 2000.59; Sprfsh Schl, Dues 225.00; Sprng Trnch, Snw Rmvl 1005.61; Stnly Steemr, Rprs 11552.21; Strgs Ace, Sply 1050.70; Strgs, Tire, Rpr 24.45; Strgs City, Utlty 5776.61; Smtt cmpns, Rprs 216.00; Sun Life, Ins 2942.02; Sprr Sntn, Sply 1400.00; Swnk Lcnsng, Lsnsng 403.00; Trgt, Sply 161.30; Tchr Pay Tchr, Sply 172.05; A Teeters, Lnch Rfnd 39.20; Tem Tech, Rprs 29.83; Txtbk Wrhs, Txtbks 611.10; Trny Brthrs, Sply 4488.22; Top 20 Trng, Sply 351.89; Twn N Cntry, Sply 607.86; US Food, Food 932.94; VAMC, Utlty 13226.00; Vrzn, Sply 502.02; Vsbl Dffrc, Cntrct

8960.00; Wlmrt, Sply 1020.63; Wllmrk, Ins 182181.12; WR Elctrc, Utlty 1213.01; Wstrn Wtr, Rpr 1780.00; wex, Fuel 2690.87; WW Wtr, Utlty 66.00; WPS Pblshng, Sply 138.60; Zoom, Sply 202.35; Cash Recap for year ending September 30, 2020: General Fund: Begin Bal 4718637.66; Petty Cash 100.00; Cash Change 2000.00; Advance Pymt 16489.81; Cash in Bank 1124694.83; Investments PSBK 3575353.02; Unemployment Savings 17921.37; Investments in CD 0.00; Investments CD over 90 Days 1049262.01; Transfer In 0.00; Revenue: Local Taxes 69397.75; Other Sources 22427.96; State 853339.00; Federal 1380014.00; Other Sources 56559.21; Total Revenue 2380737.92; To Be Acct'd For: 7099375.58; Transfer Out 00.00; Expenditures 1617490.81; Ending Bal September 30, 2020: 5481884.77; Petty Cash 100.00; Cash Change 2000.00; Advance Pymt 16489.81; Cash in Bank 1112570.77; Investments Savings 4367214.00; Unemployment Savings 17921.52; Investments CD 434529.44; Investments CD over 90 Days 1053758.03; Capital Outlay: Begin Bal 2188730.76; Cash in Bank 121536.51; Investments PSBK 2067194.25; Investments CD over 90 Days 1001855.07; Transfer In 0.00, Revenue Local Taxes 44030.16; Other Sources 692.27; State 0.00; Federal 0.00; Other 0.00, Total Revenue 44722.43; To Be Acct'd For: 2233453.19; Transfer Out: 0.00; Expenditures 613684.59; Ending Balance: 1619768.60; Cash in Bank: 0.00; Invest, Savings: 1619768.60; Investments CD over 90 Days 1001855.07; Spec Serv: Begin Bal 1075854.41; Cash in Bank 67856.40; Investments Savings 1007995.01; Revenue Local Taxes 24487.22; Other Sources 363.40; State 51386.00; Federal 59379.00; Other Sources 0.00; Total Revenue 135615.62; To Be Acct'd For 1211467.03; Expenditures: 684454.81; Ending Bal: 527012.22; Cash in Bank: 33330.62; Investment, Savings 493681.60; Investments, CD 0.00; Food Service: Beg Bal 293854.77; Cash Change 194.00; Cash in Bank 45589.47; Investments, Savings 248071.30; Revenue: State 0.00; Federal 4185.72; Other Sources 46124.697; Total Revenue 50310.41; To Be Acct'd For 344165.18; Expenditures 66366.73; End Bal September 30: 277798.45; Cash Change 194.00; Cash In Bank 24798.63; Investments, Savings 248073.30; Enterprise: Beg Bal 70480.27; Cash Change 2000.00; Cash in Bank 20721.48; Investments, Savings 47758.79; Revenue; Other Sources 4105.00; Total Revenue 4105.00; To Be Acct'd For 74585.27; Expenditures 8086.21; End Bal September 30: 66499.06; Cash Change 2000.00; Cash in Bank 24740.02; Investment, Savings 39759.04; Custodial: Beg Bal 427299.47; Cash in Bank 143533.21; Investments, Savings 183766.26; Investments, CD 100000.00; Revenue: Other Sources 24366.61; Total Revenue 24366.61; To Be Acct'd For 451666.08; Expenditures 78101.74; End Bal September 30: 373564.34; Cash In Bank 120747.52; Investments, Savings 152816.82; Investment CD Over 90 100000.00;

- d. Personnel New Hire: (Certified Staff): Lyndee Fogelman, school nurse, Sturgis Elementary, \$38,270.00, eff. 9/21/2020. (Support Staff): Anna Sheldon, lunch/playground, Piedmont Valley Elementary, \$11.25/hour eff. 9/28/2020. Petition to Advance Contract Addendum:

Staff	Former Ed Differential	New Ed Differential	Amount of Advance
Meehan, Alex	BA	BA+24	\$1050.00
Anderson, Jami	MA	MA+12	\$600.00

- e. Open Enrollments, In-District Transfer

Conflict of Interest Waivers: No waivers submitted.

Open Forum: Community member Terri Jorgenson brought attention to the school board the South Dakota Initiated Measure 26, Medical Marijuana Initiative. Ms. Jorgenson stressed her opinion hoping that the district will take this into consideration.

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.

Bear Butte Creek Historic Preservation Project: Mr. Kirkegaard gave an update on the project. The district will propose a rough draft of the lease and plat and will be brought back to the board in November to review and make any necessary changes.

Financial Reports: MOTION by D. Vig, seconded by Spring and carried to approve the monthly financial reports, Exhibit A, B, C and D as presented.

Amend the 2020-21 School Calendar: MOTION by Spring, seconded by Nachtigall and approved to amend the school calendar existing quarter end date from October 30th to November 6th quarter end date.

Mental Health Days - November 23 & 24, 2020: MOTION by Weber, seconded by Wheeler and carried to approve using Monday, November 23 and Tuesday, November 24, 2020 as Mental Health Days with no school for students and staff.

COVID-19 Policies and Procedures: MOTION by Wheeler, seconded by Spring and carried to require masks in school when social distancing is not an option when in Phase I – Green. MOTION fails 7-2.

Wheeler – Yes

Urbaniak - Yes

Special Board Meeting - Gavel Training: The start time was suggested to change from 5:00 p.m. to 6:30 p.m. on Wednesday, October 21, 2020 for the Associated School Board Governance workshop with Jim Holbek. Mr. Kirkegaard will correspond with ASBSD if that time is available and communicate back to the school board.

Approval of School Policies: MOTION by Wheeler, seconded by J. Vig and carried to approve the school policies and procedures that have been previously set in place.

COVID-19 Update: Mr. Kirkegaard gave an update on current COVID-19 numbers and the rapid testing program that is available to school districts.

Official Fall Enrollment: Official enrollment count was September 25 for the 2020-21 school year.

Brett Burditt mentioned the Business Office will have their independent audit in two weeks, Casey Peterson team of officers will be gathering information.

Reports:

Cody Weber questioned what the status is on substitute teachers and are they being utilized to the full intent. Mr. Kirkegaard gave an update that they are being utilized and that the district is still short substitute teachers.

Brett Burditt received verbal confirmation to amend the 2020-21 budget to place the order for a new vehicle in the next month. The amendment will be an action item at the November board meeting.

Charlie Wheeler stated that BHSSC lost their secretary, Sue Hanson due to a motorcycle accident after several years of employment with the BHSSC. Mr. Wheeler thanked Mr. Porterfield for sending the invite to watch the Teacher of the Year video on Luke Erfman. Mr. Wheeler will contact Mr. Hauge to give a presentation at his earliest convenience.

Mr. Kirkegaard reminded the board and community members that the Special Board Meeting – Gavel Training will not be held via Zoom; it will be held in person for the board. Others are welcome to attend.

Mr. Kirkegaard presented the ASBSD Gold Level plaque to the board members in recognition of their hard work and dedicated service to the school board.

MOTION to adjourn by J. Vig, seconded by Wheeler and carried to approve a 5-minute recess before entering the Executive Session.

7:40 PM, Adjournment: MOTION by Nachtigall, seconded by Weber and carried to adjourn.

Joseph Urbaniak, President

Brett Burditt, Business Manager

Tanya Ludwick, Recorder