

MINUTES, Monday, September 12, 2016

5:00 p.m. Executive Session

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

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Executive session called to order at 5:00 p.m. to discuss personnel (SDCL 1-25-2.1) and marketing/negotiations (SDCL 1-25-2.5).

Board Members Present: Courtney Mack, Joseph Urbaniak, Corey Johnson, Curtis Johnson, Dennis Chowen, Bob Burns, Charlie Wheeler and Mike Isaacson arrived at 5:27 p.m.; absent Bryce Richter.

Regular board meeting called to order at 5:34 p.m.

District Personnel Present: Don Kirkegaard, Bev Rosenboom, Brett Burditt, Joe Schaffer, Chantal Ligtenberg, Ethan Dschaak, Mike Paris, Pete Wilson, Chrissy Peterson, Deb Wilburn-Kerstiens, Ann Nonnast, and David Olson.

Others Present: Community members and Architecture Incorporated representative.

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

- a. Agenda
- b. Minutes of Regular Meeting on August 15, 2016 and Special Meeting on August 29, 2016
- c. Claims for Payment
- d. Open Enrollment & In-District Transfer Requests
- e. Student Assignment Requests

Conflict of Interest Waiver. MOTION by Burns, seconded by Chowen, and carried to approve the waiver for Pete Wilson for the waiver request claiming his spouse is a representative for Osborne Books and will be selling books at parent-teacher conferences at Piedmont Valley Elementary, Whitewood Elementary, and Sturgis Elementary.

MOTION by Isaacson, seconded by Curtis Johnson, and carried to approve the waiver for Deb Wilburn-Kerstiens for the waiver request claiming that she will be a student teacher faculty supervisor for the University of Phoenix for Steve Hilton, student teacher in special education.

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.

Program: Architecture Incorporated. Steve Jastram answered questions regarding the timeline, cost and updated plans for the possible Stagebarn middle school.

Financial Reports. MOTION by Burns, seconded by Urbaniak, and carried to approve the financial reports, Exhibit A, B, C, and D as presented and Claims for Payment September 12, 2016; A&B Wldng, Supp, 3934.78; A&J Spply, Supp, 1383.43; Actn Mchncl, Sinks, 2465.00; Advncd Pymnts, Offcls, 3156.05; Amzn, Supp, 404.96; Amrcn TchncI Publ, Books, 349.89; Amck Snd, Rprs, 306.61; Archctre Inc, Rmdl, 4854.75; Armstrng Extngshr, Mtnc, 188.78; ASBSD, Rgstrn, 615.00; BE Pblshng, Supp, 770.30; B9 Crtns, Mchns, 10400.00; Bymnt Inn, Ldgng, 222.00; Bick Hills Chmcl, Supp, 144.53; Bick Hills Enrgy, Elctrcty, 35785.15; Bick Hills Prfssnl Pntng, Pnt, 3954.00; Blind Gy, Rmdl, 2428.80; Brdr Stts Elc Spply, Supp, 292.90; Brnpp, Sub, 4590.00; Brndn Villy Schl Dstrct, Dues, 1783.60; Brdgr Cnstrctn, Rurl Wrk, 11253.27; Brwn And Sngr, Ppr, 18482.29; Btlr Wndw Clngng, Clngng, 420.66; Cmmck Rnch Spply, Supp, 22.26; Cmpbll's Spply, Supp, 649.90; Crsfe,

Lcns, 4250.00; Cbh Coop, Tires, 550.53; Cdw-G, Supp, 5685.78; Cntrylnk, Phns, 328.05; Chrs Spply Co, Supp, 493.93; Schl Spclty, Supp, 86.24; Clmte Cntrl Systms & Serv, Rprs, 826.30; Cca-Cla Btling Co, Bvrgs, 4520.45; Cmmrcl Dr & Spclts, Prts, 569.40; Cmptr Vllge, Supp, 49.90; Cl Cncpts, Trvl, 2852.00; Cpy Cntry, Wrkbks, 30.00; Crscent Elctrc Spply, Plmbng, 569.47; D&R Srvc, Rprs, 7383.85; Dkta Busnss Cntr, Cprs, 1939.73; Dkta Eqpmnt Rntl, Prts, 71.42; Dkta Hrdwre, Supp, 1405.46; Dn's Dmpstr Serv, Serv, 350.00; Dn Fds, Milk, 2995.62; Drbrn Natl Lfe, Ins, 875.81; Dr Mntn Gttr, Rprs, 3575.15; Drmbx Lrng, Sub, 17200.00; Evan-Moor, Wrkbks, 42.97; Frmr's Spply, Well, 1388.51; Fstnl Co, Supp, 84.00; Frst Tchnlgs, Engrvr, 24678.00; Ftnss Fctry Otit, Supp, 206.00; Flrng Amrca, Flrng, 386.32; Flltte Edu Srvc, Txtbks, 460.35; FSA, Supp, 880.24; Fthlls Sd, Fld, 2564.95; Frntline Tchnlgs, Prgrm, 4250.00; Gnpro Enrgy Sol, Led, 29932.10; Getsgo, L, Rprs, 340.00; Gldn Wst Tch, Pgr, 17824.68; Gphr Sprts, Supp, 3257.28; Grnd Elctrc Coop, Elctrc, 96.34; Grt Wstrn Tre, Tires, 585.08; Grcry Mrt, Supp, 5.63; Gryphn Hse, Books, 55.53; Hggrty's Msc Wrks, Supp, 432.70; Hal Lnr, Wrkbks, 195.00; Hrlw's Bus, Trnsprt, 104021.44; Hff Md-Amrca Sprts, Eqpmnt, 6636.45; Hrtlnd Ppr Co, Supp, 3110.74; Hnmnn, Wrkbks, 392.70; Hrsrd Co, Rprs, 99.70; Hill Cty Schl Dist, Rgstrn, 270.00; Hills Sptc Serv, Mtn, 783.50; Hllyrd, Prts, 75.31; Hrst Acstcl, Supp, 402.57; Hubbard, B, Srvc, 300.00; Jambonz Grill, Lnch Mtg, 31.34; Jrry's Rfrgrtn, Rprs, 462.51; Jhnsn Cntrls, Rprs, 7844.69; Jw Pppr & Sn, Msc, 270.48; Kffr Snttn, Rfs, 591.23; Kncht Hme Cntr, Supp, 147.84; Kncht's, Supp, 100.75; Lrng A-Z, Sub, 599.70; Lrng Zne Exprss, Books, 110.90; Lghtng Mntnce, Supp, 197.85; Lghtspd Systms, Supp, 1310.00; Lrnz Corp, Sub, 79.95; Lynns, Supp, 74.74; M & B Clng, Srvc, 22583.33; Mstr Tchr, Gft, 86.12; Mcdrt Excvt, Drt Wrk, 1274.18; Mde Cnty Tms Trbne, Sub, 52.00; Mdco, Supp, 8.15; Mnrds, Supp, 3074.84; Mrwn, B, Strt up Mny, 2550.00; Myrnk, R, Rurl Wrk, 26532.32; Md-Amrcn Rsrch Chem Corp, Supp, 597.94; Mdco, Intrnt, 3250.00; Mke's Hting And Air Condtng, Rprs, 96.38; Mntna-Dkta Utlts Co, Gas, 2016.41; Movie Lcnsng, Fee, 492.00; Msc Indstrl Spply Co, Eqpmnt, 4591.49; Ntnl Assn For Msc, Dues, 114.00; Ntnl Speech & Dbte Assn, Mmbrshp, 354.00; Natl Ggrphy Bee, Rgstrn, 100.00; Neff Co, Ltrs, 378.02; Nrth Cntrl Supp, Supp, 2220.00; Nrthwst Pipe Ftngs, Plmbng, 13.98; Orntl Trdng Co, Supp, 139.41; Owen's Intrstte Sl, Prts, 559.03; Pan O Gold Bkng, Brd, 1464.67; Paris, M, Strt Up Mny, 1500.00; Prsn Edu, Wrkbks, 3340.82; Phonak, Rgr 14, 829.39; Pdmnt, Cty Of, Wtr, 240.00; Pnr Bnk & Trst, Dbt Pymt, 40000.00; Pzza Rnch, Lnch, 202.46; Plnkntn Schl Dist, Serv, 2063.60; Prmr Agnds, Plnrs, 1317.00; Qull, Supp, 477.02; Rpd Cty Jrnl, Pblshng, 37.27; Rpd Cty Jrnl, Sub, 271.66; Rfse Sltns, Rfs, 820.00; Rnhrt Fdsrvc, Food, 37197.60; Rchtr, B, Trvl, 338.68; Rchtrs Tre, Rprs, 687.22; Ricoh, Cpr Ls, 844.00; Ricoh, Imgs, 51.44; Rchstr 100, Fldrs, 31.25; Rckngtree Lndscps, Imprvmnts, 21926.36; Rgr Frye's Pnt & Spply, Pnt, 240.10; Rshmore Office Spply, Supp, 1497.77; Scrson Pving, Rprs, 87389.94; Sm's Clb, Supp, 983.81; SASD, Dues, 406.00; Schlstc Mag, Magzn, 92.40; Schl Spclty, Eqpmnt, 4255.80; Schl Spclty, Supp, 39535.04; Sctt Ptrsn Mtrs, Rprs, 1521.54; Scull Cnstrctn, Rmdl, 247909.02; SDCTE, Rgstrn, 180.00; SDHSAA, Fees, 31.00; SDMEA, Rgstrns, 2350.00; SDSLA, Rgstrns, 125.00; Srvll, Rugs, 766.35; Shrtn, Ldng, 1206.00; Shrwn Wllms, Pnt, 3150.75; Shpko, Supp, 373.25; SNA Mmbrshp, Mmbrshp, 81.50; Sftwre Unlmt, Fees, 315.46; Spdy Lube, Rprs, 41.49; Stm Clng Spclst, Clng, 2000.00; Strgs Napa, Supp, 6.99; Strgs Utlty Dept, Wtr, 5180.93; Sbwy, Food, 176.68; Scss By Dsgn, Plnrs, 999.03; Smmt, Rock, 2753.08; Sprme Schl Spply, Supp, 104.95; Srvymnky, Sub, 250.00; Swartz, B, Rprs, 325.00; Tylr Msc, Eqpmnt, 2531.00; Taylor, T, Rfd, 60.70; Temp Tech, Rprs, 49.27; Thnk! Tnr And Ink, Tnr, 961.33; Tom's Ts, Shrts, 3310.59; Trng Rm, Supp, 1450.90; Trugrn, Lwn Serv, 2186.50; Trst & Agency/Hs, Food, 489.48; Vamc, Wtr, 1124.66; Vast, Phns, 2307.20; Vrzn, Phns, 202.59;; Vcblryspngcty, Mmbrshp, 52.00; W "R" U, Lghts, 11496.42; Wlmrt, Supp, 171.18; Week Mag, Sub, 417.60; Weierke's Sptc Serv, Rprs, 1250.00; Wllmrk, Ins, 178901.21; Wllmrk, Bnfts, 325.50; Wst Msc Co, Supp, 1002.93; West Rvr Elctrc, Elctrc, 839.75; Wex Bnk, Fuel, 3269.52; Whetwd Cty Wtr, Wtr, 66.00; Wllm V Mcgll & Co, Supp, 3743.07; Wlff's Plmbng & Hting, Rprs, 5973.65; Wps Pblshng, Supp, 58.85

Expenditures: Gen Fund 369250.88; Cap Outlay 543223.37; Spec Serv 9201.01; Pension 0.00; Debt Serv 0.00; Food Serv 55779.32; Enterprise 4293.72; Total \$981748.30. Payroll: Elem

423547.49; MS 123615.92; HS 186122.27; Dist Wide 246870.52; Spec Serv 156134.26; Capital Outlay 0.00; Pension 669.72; Food Serv 12108.21; Concessions 567.70; Capable Kids 60.00; Driver's Ed 0.00; Summer School 0.00; Travel 113.96; Supp 0.00; Total \$1149810.05.

Cash Recap: August 2016: General Fund: Begin Bal 5192052.89; Petty Cash 100.00; Restricted Cash 0.00; Cash Change 00.00; Advance Pymt 15000.00; Cash in Bank 534203.76; Investments PSBK 4642749.13; Investments CD over 90 Days 1012590.43; Transfer In 0.00; Revenue: Local Taxes 30269.47; Other Sources 166181.19; State 517494.00; Federal 65343.00; Other Local Sources 90129.88; Total Revenue 869417.54; To Be Acct'd For: 6061470.43; Transfer Out 0.00; Expenditures 1304468.15; Ending Bal August 31, 2016: 4757002.28; Petty Cash 100.00; Restricted Cash 0.00; Cash Change 1500.00; Adv Pymt 15000.00; Cash in Bank 394915.99; Investments Savings 4345486.29; Investments CD over 90 Days 1012590.43; Capital Outlay: Begin Bal 3648875.77; Cash in Bank 0.00, Investments PSBK 3648875.77; Transfer In 0.00, Revenue Local Taxes 17389.01; Other Sources 171.85; State 0.00; Federal 0.00; Other Local Sources 82.06; Total Revenue 17642.92; To Be Acct'd For: 3666518.69; Transfer Out: 0.00; Expenditures 561645.85; Ending Bal 3104872.84; Cash in Bank 0.00, Investments Savings 3104872.84; Spec Serv: Begin Bal 549470.70; Cash in Bank 80247.50; Investments PSBK 469233.20; Revenue: Local Taxes 7922.03; Other Sources 79.22; State 58009.00; Federal 39094.00; Other Local Sources 2284.95; Total Revenue 107389.20; To Be Acct'd For 656859.90; Expenditures 175811.09; Ending Bal 481048.81; Cash in Bank 28812.41; Investments Savings 452236.40; Pension Levy: Begin Bal 1136268.76; Cash in Bank 0.00; Investments PSBK 1136268.76; Revenue Local Taxes 1738.92; Other Sources 17.20; State 0.00; Other Local Sources 30.06; Total Revenue 1786.18; To Be Acct'd For 1138054.94; Expenditures 669.72; Ending Bal 1137385.22; Cash in Bank 0.00, Investments Savings 1137385.22; Food Service: Begin Bal 364693.97; Cash in Bank 63750.93; Investments PSBK 300943.04; Revenue: State 0.00; Federal 9946.72; Other Sources 63002.66; Total Revenue 72949.38; To Be Acct'd For 437643.35; Expenditures 19602.09; Ending Bal 418041.26; Cash in Bank 67088.95; Investments Savings 350952.31; Enterprise: Begin Bal 100350.47; Cash in Bank 17635.24; Investments PSBK 82715.23; Revenue: Federal 0.00; State 0.00; Other Sources 1680.65, Total Revenue 1680.65; To Be Acct'd For 102031.12; Transfer out 0.00, Expenditures 2627.70, Ending Bal 99403.42; Cash in Bank 10426.28, Investments Savings 88977.14; Unemployment: Begin Bal 100591.14; Transfers in 0.00; Investments PBSK 20591.14; Investments over 90 Days 80000.00; Revenue: Other Sources .93; Total Revenue .93; To Be Acct'd For 100592.07; Expenditures 0.00; Ending Bal 100592.07 Cash in Bank 0.00; Investments, Savings 20592.07; Investments CD over 90 days 80000.00; Trust & Agency: Begin Bal 391213.72; Cash in Bank 297244.59; Investments PSBK 43157.15; Investments CD 50811.98; Revenue Other Sources 97221.87; Total Revenue 97221.87; To Be Acct'd For 488435.59; Expenditures 86358.83; Ending Bal 402076.76; Cash in Bank 312212.13; Investments Savings 40037.49; Investments CD 49827.14

Line of Administrative Authority. MOTION by Wheeler, seconded by Urbaniak, and carried to approve the line of administrative authority as presented for the 2016-17 school year.

Non-School Athletic Activity Agreements. MOTION by Urbaniak, seconded by Burns, and carried to approve the Sturgis High School Baseball, Sturgis Rodeo Club, and Sturgis Brown High School Girls Softball non-school athletic activity agreements as presented.

Personnel. MOTION by Burns, and seconded by Wheeler, and carried to approve the personnel items and contract amendments for teachers who advanced on the salary structure:

Contract Amendments: Cathie Anderson, MA+24 to MA+36, \$1,000.00; Kristi Butler, BA+12 to BA+24, \$550.00; Patrick Cass, BA+12 to BA+24, \$550.00; Sally Dodge, MA+12 to MA+24, \$700.00; Danielle Hertel, BA to BA+12, \$500.00; Karen Johnson, BA+24 to MA, \$3,000.00; Michael Jones, BA+12 to BA+24, \$550.00; Jolene Kayser, BA+12 to MA, \$3,550.00; Courtney Krul, MA+24 to

MA+36, \$1,000.00; Michelle Ludens, BA to MA, \$4,050.00; Cyle Miller, BA to BA+12 equivalent, \$500.00; Beth Severson, BA+24 to MA, \$3,000.00; Kerry Skinner, MA+24 to MA+36, \$1,000.00; Jon Swan, BA to BA+12, \$500.00; and Julie Treloar, BA+12 to BA+24, \$550.00.

New Hire (Certificated): Beth Pitsor, teacher, Piedmont Valley Elementary, \$40,175.00, eff. for the 2016-17 school year; Sara Frasier, teacher, Sturgis Elementary, \$39,675.00, eff. for the 2016-17 school year.

New Hire (Support Staff): Jolene Wilsey, paraprofessional, Elm Springs, \$10.75/hour, eff. 8/23/2016; Melisa Ash, paraprofessional, SWMS, \$10.75/hour, eff. 8/23/2016; Kristin Taylor, tutor, SBHS, \$13.00/hour, eff. 8/23/2016; Alicia Vetter, playground/noon supervisor, \$10.75/hour, eff. 8/15/2016; Mary Barker, playground/noon supervisor, \$10.75/hour, eff. 8/23/2016; Douglas Skeie, playground/noon supervisor, Sturgis Elementary, \$10.75/hour, eff. 8/29/2016; Mica Sulzbach-Bataille, food service general worker, Whitewood Elementary, \$10.25/hour; eff. 8/23/2016; Kathleen Wattlelet, paraprofessional, Enning, \$10.75/hour, eff. 8/23/2016; Shaina Lacher, paraprofessional, Whitewood Elementary, \$12.00/hour, eff. 8/23/2016; Cassandra Ennis, food service general worker, Sturgis Elementary, \$10.25/hour, eff. 8/23/2016; Sandra Giersdorf, food service general worker, \$10.25/hour, eff. 8/23/2016; Marilyn Schwaner, food service general worker, Piedmont Valley Elementary, \$10.25/hour, eff. 8/23/2016; Heather Peters, administrative assistant, Sturgis Elementary, \$12.00/hour, eff. 9/6/2016; Carla Knutson, paraprofessional, SBHS, \$10.75/hour, eff. 8/23/2016; Patricia VanHeel, library paraprofessional, SBHS and SWMS, \$10.75/hour, eff. 8/23/2016.

New Hire (Extracurricular): Natalie Serbousek, assistant middle school cross country coach, \$997.00, eff. for the 2016-17 school year.

Change of Assignment (Extracurricular): Scottie Bruch, assistant middle school cross country coach to head middle school cross country coach, \$2,184.00, eff. for the 2016-17 school year.

Resignation (Certificated): Angie Haarsager, special education teacher, Sturgis Brown High School, eff. 8/15/2016, liquidated damages \$3,000.00; Thomas Maki, special education teacher, Sturgis Elementary, eff. 9/6/2016; liquidated damages based on days worked for Meade School District.

Resignation (Support Staff): Doug Katchmark, custodian, SWMS, eff. 9/8/2016; Anitra McKnight, Sturgis Elementary, playground/noon supervisor, eff. 8/17/2016; Beth Grubl, administrative assistant, Sturgis Elementary, eff. 8/26/2016; Nicole Jones, food service general worker, SBHS, eff. 9/15/2016.

Resignation (Extracurricular): Kristin Cammack, head middle school cross country, eff. for the 2016-17 school year.

Retirement (Certificated): June Dill, teacher, Sturgis Brown High School, eff. at the end of the 2016-17 school year.

Retirement (Support Staff): Barb Wagner, food service site manager, Piedmont Valley Elementary, eff. at the end of the 2016-17 school year.

High School Grazing & Haying Lease. MOTION by Burns, seconded by Urbaniak, and carried to approve extending the grazing lease with Mr. and Mrs. Lauing and the current haying lease with Chris Grubl for another one year under the existing lease terms.

Set Date for September Special Board Meeting. MOTION by Urbaniak, seconded by Chowen, and carried to set the date and time for the next special board meeting for Tuesday, October 4, 2016 at

5:30 p.m. Location to be announced at a later date. MOTION by Urbaniak, seconded by Chowen, and carried to amend the first motion to include changing the regular October board meeting from Monday, October 10, to Tuesday, October 11, 2016 in observance of Native American Day.

Authorize Bids for Williams Administrative Building Remodel. MOTION by Burns, seconded by Wheeler, and carried to authorize Brett Burditt to call for bids for the Williams Administrative Building second floor remodel project.

Bus Route Request. MOTION by Burns, seconded by Urbaniak, and carried to deny the bus route request from Darrell French and Darilee Waddell-Romey.

Additional Piedmont Bus Route. MOTION by Wheeler, seconded by Curtis Johnson, and carried to approve the additional bus route for Piedmont Valley Elementary at a cost of \$339.15 per day.

Special Education Comprehensive Plan. MOTION by Urbaniak, seconded by Chowen, and carried to approve the Special Education Comprehensive Plan as presented.

Non-Certificated Substitute Pay. MOTION by Chowen, seconded by Wheeler, and carried to approve the corrected non-certificated substitute pay as presented.

Board Policies: GDBDA\* and GDPC. MOTION by Burns, seconded by Urbaniak, and carried to approve the changes to school board policies GDBDA\*: Support Staff and Professional/Technical Staff Sick Leave and GDPC: Retirement Benefit for Professional/Technical and Support Staff as presented.

Purchase Agreement for Property. MOTION by Burns, seconded by Curtis Johnson, and carried to purchase 6.032 acres, Tract 1 plus Jenter's charitable contribution of 1.968 adjoining acres of Tract 2 for \$800,000.00 and authorize Donald Kirkegaard to sign the real estate purchase agreement between Jenter and Meade School District for the property.

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 30, 2016.

2015-16 Annual Report. The Annual Report for 2015-16 is available on the district website.

Building Committee Report. The building committee met with William & Associates to discuss remodel bid specifics and Scull construction to discuss the benefits of hiring a construction manager at risk for the construction of a possible middle school for the Stagebarn area.

Reports. Brett Burditt gave the board a financial summary by fund for fiscal year 2015-16.

Charlie Wheeler reported on the Black Hills Special Services Coop monthly meeting.

7:11 p.m. Adjournment. MOTION by Chowen, seconded by Urbaniak, and carried to adjourn.

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Courtney Mack, Vice President

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Brett Burditt, Business Manager

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Jill Meirose, Recorder

