

MINUTES, Monday, June 13, 2016

4:00 p.m. Executive Session

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

4:00 p.m. Executive Session. MOTION by Mack, seconded by Chowen, and carried to enter into executive session to discuss personnel (SDCL-1-25.1) and marketing/negotiations (SDCL-1-25.5).

Board Members Present: Bob Burns, Dennis Chowen, Courtney Mack, Mike Isaacson, Curt Nupen, Bryce Richter, Corey Johnson, Charlie Wheeler; Joe Urbaniak arrived at 4:15 p.m.

Executive Session ended at 5:04 p.m.

Regular board meeting called to order at 5:30 p.m.

District Personnel Present: Don Kirkegaard, Bev Rosenboom, Ann Nonnast, Kris Hubbard, Brett Burditt, Joe Schaffer, Mike Paris, Chad Hedderman, Dave Olson, and Ethan Dschaak.

Others Present: Mayor Mark Carstensen, City Manager Daniel Ainslie, city council members, Kara Graveman and community members

Pledge of Allegiance.

Consent Agenda. MOTION by Nupen, seconded by Wheeler, and carried to approve the Consent Agenda:

- a. Agenda
- b. Minutes of Regular Meeting, May 9, 2016 and Special Joint Meeting, May 23, 2016
- c. Claims for Payment
- d. Open Enrollments and In-District Transfers for 2016-17
- e. SDRS Special Pay Program Unit Resolution
- f. Social Studies Curriculum Surplus

Recognitions. Students of the Month for May have been listed in each principal's report.

The Character Education word of the month for June is "Work Ethic," which involves perseverance, persistence, diligence, achievement, determination, and industriousness.

Financial Reports. MOTION by Chowen, seconded by Burns, and carried to approve the monthly financial reports, Exhibit A, B, C, and D as presented. Claims for Payment June 13, 2016; AB Widng, Supp, 468.29; AM Prdcts Co, Plaques, 194.00; Advncd Pymts, Track, 2181.84; Albers, R, Rural Miles, 360.36; Amrclnn, Ldgng, 774.50; Amick Snd, Rprs, 492.31; Anders, R, Rural Miles, 2504.88; Andersen, V, Dr Ed Rfnd, 254.00; Anderson, J, Rural Miles, 1001.28; Apple, Ipad, 379.00; Archtctre Inc, Designs, 26180.00; Barry, K, Rural Miles, 1234.80; Bymnt Inn, Ldgng, 6270.00; Bear Cntry, Fld Trp, 28.00; Best Buy, Supp, 404.11; Beulke, L, Lnch Rfnd, 18.00; BH Chmcl, Supp, 2991.87; BH Enrgy, Elctrcty, 39425.40; BH Pest Cntrl, SBHS, 135.00; Blakeman, J, Lnch Rfnd, 27.95; Bys Twn Prss, Books, 118.50; Brennick, R, Lnch Rfnd, 108.05; Cmpblls Spply, Supp, 550.92; Crlna Blgcl, Supp, 1794.24; Cbh Coop, Mntnc, 109.68; CDW-G, Supp, 135.63; Cntrylnk, Phones, 313.78; Channng Bete, Hrtrsvr 1st Aid Kit, 474.15; Chrry Brry, Frzn Ygrt, 380.00; Chldrns Home Scty, Tuition, 5164.20; Chris Supply Co, Supp, 143.84; CocaCola, Bvrgs, 1266.39; Cmmrcl Door, Pwr Supp, 202.50; Cmmttee For Chldrn, Supp, 726.00; Cmptr Vilge, Rprs, 1149.70; Cross, C, Lnch Rfnd, 22.10; DR Serv, Rprs, 3222.38; Dkta Bsns Cntr, Cpr Leases, 8494.32; Dkta Eqpt Rntl, Weed Eater, 288.96; Dkta Hrdwre, Supp, 519.99; Dkth Lodge, Ldgng, 158.00; Dan's Dmpstr Serv, Dmpstrs, 516.69; Dean

Foods, Bvrgs, 7380.42; Dearborn, Life Ins, 914.72; Dennis Spply Co, Supp, 28.16; Dmnos, Meals, 241.27; Drmtic Pblshng, Plays, 573.01; Emrgng Dsgn Grp, Prpn Cylndr, 535.00; Envrnmntl Prdcts, Fltrs, 234.92; Evns Plnge, Fld Trp, 472.00; Even, T, Lnch Rfnd, 15.20; Folltt Schl, Lbr Supp, 438.40; FSA, Food, 1609.72; Fowler, T, Dr Ed Rfnd, 254.00; Frei, L, Rural Miles, 1503.94; Fritz, L, Dr Ed Rfnd, 254.00; Fryer, L, Lnch Rfnd, 55.00; Gylrd Htl, Clnry Arts Ldgng, 1708.56; Gldn Wst Tch, Rprs, 1662.31; Gldn Wst Tele, Phones, 327.31; Grnd Elctrc Coop, Elctrcty, 358.83; Grt Wstrn Tre, Tres, 210.40; Grcry Mrt, Food, 12.47; Grubl, R, Rural Miles, 2716.56; Gummo, D, Lnch Rfnd, 24.40; Hamling, H, Lnch Rfnd, 17.65; Hamm, K, Lnch Rfnd, 50.55; Hrlws, Bus, 8370.43; Hff Md Amrca Sprts, Track Supp, 838.82; Hrtlnd Ppr Co, Supp, 412.73; Hertel, J, Lnch Rfnd, 119.05; Hbrt Sls, Rprs, 1078.43; Hghtn Mffln Hrcrt, Books, 440.90; Hubbard, B, Lgl Svc, 300.00; I Grow, Regstrtn, 30.00; Jeffery-Kirk, L, Rcgntn Banqt Meal, 2056.00; Jhnsn Cntrls, Rprs, 341.78; Jw Pppr & Sn, Music, 13.49; Ky Cty Glss, Rprs, 200.00; Kffr Snttn, Refuse, 190.54; Kirkegaard, D, Phn Stpnd, 480.00; Knchts, Supp, 37.43; Krger, Supp, 96.77; Lkshre Lrng, Supp, 233.38; Legner, C, Dr Ed Refund, 254.00; Lghtng Mntnc, Lights, 99.00; Loobey-Gertsch, M, Lnch Rfnd, 31.55; Ld Amrcn, Mtg Meal, 73.13; Lwe Rfng, Rprs, 976.00; Lynns, Food, 2678.44; MB Clng, Pdmnt Clng, 24593.00; Mack, C, Rcgntn Supp, 270.92; Madsen, T, Rural Miles, 1251.60; Martin, K, Rural Miles, 4043.23; Mcdirt Excvtm, Sweep Prkng Lt, 850.00; Mcgas Prpne, Supp, 17.60; Mclds Prntng, Chcks, 149.80; Meade Schl Fd Serv, Meals, 730.30; Mnrds, Supp, 762.75; Md-Amrcn Rsrch Chem, Supp, 3170.50; Midco, Intrnt, 55.00; Mdcntnt Tstng, Wtr Tests, 19.00; Montague, L, Rural Miles, 472.42; MDU, Ntrl Gas, 10010.87; Mntn Cnstrctn, Roof, 4919.40; Ace Hrdwre, Supp, 23.97; Nrthrn Spch Srv, Kit, 315.70; Office Max, Supp, 15.45; Olson, R, Lnch Rfnd, 112.25; Owens, Supp, 49.40; Pn O Gld, Bread, 3220.19; Peterson, C, Lnch Rfnd, 38.55; Pdmnt, Cty Of, Water, 881.00; Ptny Bws, Pstg Mchn, 700.83; Pzza Rnch, Stff Lnch, 279.97; Plyscrpts, Plays, 759.50; Price, J, Rural Miles, 500.30; Qlty Inn, FFA Ldgng, 774.20; Qll, Supp, 860.04; Rmda, TIE Ldgng, 712.00; Rpd Cty Jrnl, Pblshng, 740.59; Rdo Eqpmt, Parts, 220.31; Real Estte Cntr, Brkr Prc Opn, 300.00; Rfse Sltns, Refuse, 632.00; Reinhart, Food, 35107.27; Rptle Grdns, Fld Trip, 145.00; Rchtrs, Vhcl Mtnc, 66.92; Ricoh, Cpr Lease, 4316.19; Ricoh, Imgs, 312.60; Rgr Frys Pnt, Paint, 1185.75; Rsnbms Sgns, Rprs, 1377.55; Rounds, T, Rural Miles, 1790.21; Rshmre Office Spp, Supp, 1775.69; Sms Clb, Supp, 329.27; Snd Crk Prntng, Acdmy Frms, 95.00; Schldde, Cmptr Sftwr, 2089.50; Sctt Ptrsn Mtrs, Rprs, 36.65; Scott, D, Rural Miles, 4430.66; SD Dept Hmn Serv, Non Fed Mtch, 12932.43; Sdaeop Conf, Rgstrtns, 130.00; Sdsna, Cnfr, 260.00; Sdssa, Rgstrns, 150.00; Srvll, Mops, 907.33; Srvce Frst, Rprs, 480.00; Shpko, Supp, 233.77; Smith, G, Rural Miles, 4815.72; Smith, M, Rural Miles, 2170.56; Sna, Mmbrshp, 79.00; Sna Of Sd, Rgstrns, 204.00; Sprfsh Schl Dstrct, Tuition, 1120.68; Stan Hstn Eqpt, Supp, 163.00; Strgs Bstr Clb, Track Lnch, 399.13; Strgs Comm Cntr, Fclty Use, 795.00; Napa, Supp, 236.16; Sturgis Utltly Dept, Water, 4362.70; Sturgis, City, Offcr in Sch, 10500.00; Sbwy, Lnch, 66.65; Snrse Htk Grp, Ipad Case, 47.00; Super Duper Pub, Supp, 127.80; Tem Tech, Rprs, 175.86; Think Tnr Ink, Toner, 123.99; Tie Offc, Tuition, 1050.00; Todd, T, Rural Miles, 4032.00; Trugreen, Lawn Serv, 1085.00; Un Cntr Bptst Chrch, Fclty Use, 100.00; Ups, Supp, 107.29; Villy Implmnt, Supp, 143.57; Dept Of Vtrns Affrs, Water, 1207.16; Vanway, Plaque, 25.00; Vast, Phones, 1263.88; Verizon, Phn Serv, 179.79; Wlmrt, Supp, 162.55; Wlmrt, Supp, 21.30; Wmrs, Track Supp, 149.18; Wellmrk, Bnfts, 182640.07; Wellmrk, Bnfts, 325.50; Wells Fargo, Ldgng, 1166.83; Wst Rvr Elctrc, Elctrcty, 1122.72; Wex Bnk, Fuel, 3621.32; Whtwd Cty, Water, 66.00; Wilson, T, Rural Miles, 1305.36; Znr Blsr, Books, 28.98; Ziebarth, M, Lnch Rfnd, 72.65.

Expenditures: Gen Fund 346616.62; Cap Outlay 43573.07; Spec Serv 50645.04; Pension 0.00; Debt Serv 0.00; Food Serv 56945.38; Enterprise 8948.31; Total \$506728.42. Payroll: Elem 509822.78; MS 155520.27; HS 209042.53; Dist Wide 231919.65; Spec Serv 215877.03; Capital Outlay 0.00; Pension 3881.16; Food Serv 64179.16; Concessions 942.12; Capable Kids 4775.54; Driver's Ed 0.00; Summer School 0.00; Travel 1868.37; Supp 278.25; Total \$1398106.86.

Cash Recap: May 2016: General Fund: Begin Bal 4033661.02; Petty Cash 100.00; Restricted Cash 101345.99; Cash Change 1500.00; Advance Pymt 15000.00; Cash in Bank 373260.11; Investments PSBK 3542454.92; Investments CD over 90 Days 1011094.57; Transfer In 0.00; Revenue: Local Taxes 1834631.20; Other Sources 144296.35; State 477110.00; Federal 151297.71; Other Local Sources 55316.52; Total Revenue 2662651.78; To Be Acct'd For: 6696312.80; Transfer Out 101345.99; Expenditures 1336862.40; Ending Bal May 31, 2016: 5258104.41; Petty Cash 100.00; Restricted Cash 0.00; Cash Change 0.00; Adv Pymt 15000.00; Cash in Bank 515364.97; Investments Savings, 4727639.44; Investments CD over 90 Days 1011094.57; Capital Outlay: Begin Bal 3080218.23; Cash in Bank 0.00, Investments PSBK 3080218.23; Transfer In 0.00, Revenue Local Taxes 1252937.85; Other Sources 472.52; State 0.00; Federal 127451.00; Other Local Sources 401.24; Total Revenue 1381262.61; To Be Acct'd For: 4461480.84; Transfer Out: 141745.00; Expenditures 210355.43; Ending Bal 4109380.41; Cash in Bank 125739.63, Investments Savings 3983640.78; Spec Serv: Begin Bal -91842.84; Cash in Bank 33292.91; Investments PSBK -125135.75; Revenue: Local Taxes 570527.81; Other Sources 220.35; State 30226.00; Federal 44552.00; Other Local Sources 6912.29; Total Revenue 652438.45; To Be Acct'd For 560595.61; Expenditures 234793.88; Ending Bal 325801.73; Cash in Bank 32619.69; Investments Savings 293182.04; Pension Levy: Begin Bal 1161649.15; Cash in Bank 0.00; Investments PSBK 1161649.15; Revenue Local Taxes 125296.71; Other Sources 47.25; State 0.00; Other Local Sources 89.80; Total Revenue 125433.76; To Be Acct'd For 1287082.91; Expenditures 3881.16; Ending Bal 1283201.75; Cash in Bank 0.00, Investments Savings 1283201.75; Food Service: Begin Bal 383132.88; Cash in Bank 116830.79; Investments PSBK 266302.09; Revenue: State 0.00; Federal 70370.82; Other Sources 53366.42; Total Revenue 123737.24; To Be Acct'd For 506870.12; Expenditures 116098.59; Ending Bal 390771.53; Cash in Bank 124450.80; Investments Savings 266320.73; Enterprise: Begin Bal 106114.41; Cash in Bank 29396.93; Investments PSBK 76717.48; Revenue: Federal 0.00; State 0.00; Other Sources 15092.44, Total Revenue 15092.44; To Be Acct'd For 121206.85; Transfer out 0.00, Expenditures 9523.28, Ending Bal 111683.57; Cash in Bank 34960.72, Investments Savings 76722.85; Unemployment: Begin Bal 0.00; Transfers in 101345.99; Revenue: Other Sources .94; Total Revenue .94; To Be Acct'd For 101346.93; Expenditures 0.00; Ending Bal 101346.93; Cash in Bank 0.00; Investments, Savings 21346.93; Investments CD over 90 days 80000.00; Trust & Agency: Begin Bal 417628.67; Cash in Bank 323413.07; Investments PSBK 42762.58; Investments CD 51453.02; Revenue Other Sources 42515.61; Total Revenue 42515.61; To Be Acct'd For 460144.28; Expenditures 42909.46; Ending Bal 417234.82; Cash in Bank 323098.55; Investments Savings 44026.09; Investments CD 50110.18.

Authorize Capital Outlay Expenditure. MOTION by Mack, seconded by Wheeler, and carried to approve expending \$250,000.00 of the 2015-16 capital outlay budget for the Sturgis Brown High School remodel project.

Approval of FY16 Transportation Rate. MOTION by Burns, seconded by Urbaniak, and carried to approve the transportation rate increase of 2.5% for the 2016-17 school year

School Board Election Results. MOTION by Chowen, seconded by Urbaniak, and carried to certify the results and to declare the winners, Bryce Richter (1995), Curtis Johnson (1834), and Bob Burns (1730).

Personnel. MOTION by Mack, seconded by Urbaniak, and carried to approve the following personnel items: New Hires (Certificated): Luke Erfman, teacher, Atall, \$39,675.00, eff. for the 2016-17 school year; Kimberly Smith, special education teacher, Atall, .50 FTE, \$ 20,088.00, eff. for the 2016-17 school year.

New Hires (Extracurricular): Deb Cano, head high school volleyball coach, \$4,270.00, eff. for the 2016-17 school year; Tanner Weaver, assistant high school football coach, \$2,717.00, eff. for the 2016-17 school year.

New Hires (Support Staff): Mathew Kirkegaard, assistant computer technician, district-wide, \$13.50/hour, eff. June 1, 2016; Kimberly Smith, paraprofessional, Atall, \$15.00/hour, eff. for the 2016-17 school year.

Resignation (Certificated): Ellen Voegeli, special education teacher, Sturgis Williams Middle School, eff. 6/13/2016, liquidated damages \$500.00.

Resignation (Support Staff): Bailey Stover, paraprofessional, Elm Springs, eff. at the end of the 2015-16 school year.

Resignation (Extracurricular): Wade Ginsbach, assistant high school football coach, eff. 5/31/2016.

Retirement (Support Staff): Kris Hubbard, communication specialist, eff. 6/30/2016; Michaela Niederwerder, paraprofessional, rural schools, eff. 5/26/2016.

Change of Hourly Rate (Support Staff): Jeanette Swesey, custodian, Sturgis Brown High School, \$11.79/hour to \$13.00/hour, eff. 5/30/2016.

Addendum to Contract (Extracurricular): DeVee Dietz, assistant middle school volleyball coach, Sturgis Williams Middle School, \$1722.00 to \$1897.00 for 5 years experience, eff. for the 2016-17 school year.

MOU for ABC Sturgis Beginners K-3 Program. MOTION by Chowen, seconded by Wheeler, and carried to approve the ABC K-3 Program MOU as presented.

MOU for ABC Project SUCCESS Coordinator. MOTION by Mack, seconded by Urbaniak, and carried to approve the ABC Project SUCCESS Coordinator MOU as presented.

Parks Limited, Inc. Lease. MOTION by Nupen, seconded by Urbaniak, and carried to approve the Parks Limited, Inc. lease under the current terms for one year.

Architecture Incorporated Change Order. School board didn't receive the change order before board meeting. No action was taken on this item.

SchoolMessenger Agreement. MOTION by Mack, seconded by Isaacson, and carried to approve the SchoolMessenger agreement for the 2016-17 school year for \$5,481.25.

Network Administrator Job Description. MOTION by Chowen, seconded by Mack, and carried to approve the network administrator job description as presented.

City of Sturgis Land Purchase Proposal. The City of Sturgis and Meade School District held a joint special meeting on May 23, 2016 to hear public input on the city's proposal to purchase district property. The district took a poll on public opinion and the results were discussed. City council members, Mayor Mark Carstensen, and City Manager Daniel Ainslie answered any questions the board had regarding their proposal. Ross Lamphere addressed the board about the historical sites and their value to the community and its history.

2015-16 Enrollment. The Board reviewed the movement of students enrolling or leaving the district during the 2015-16 school year.

Review Employee Retirement and Recognition Reception. Bryce Richter commented that the employee retirement and recognition reception was a huge success and thanked Courtney Mack for organizing the reception.

Transportation Committee. The transportation committee, Bob Burns, Mike Isaacson, and Joseph Urbaniak, will meet with Andy Ellingsen, transportation manager for Harlow's and Superintendent Don Kirkegaard, prior to the board meeting on Monday, July 11, 2016 to discuss the transportation requests.

SBHS Graduation Requirements (Policy IKF/IKFA). Sturgis Brown High School switched some core classes from block scheduling to a seven period day. Currently graduation requirements are 25 credits and the graduations requirements will need to change from 25 to 24 credits. The requirements would change the number of electives that are required from eight (8) to seven (7). This change would go into effect for the 2016-17 school year.

Policy JFCK: Threats. Administrators requested a few changes to the questionnaire used to evaluate whether or not a student is a threat to himself or other students.

SBHS Student Handbooks. The Sturgis Brown High School student handbook has several revisions for the 2016-17 school year. The board will review the changes and approve the revisions at a later date.

Reports. Joe Schaffer reported that the Summer Feeding Program at Sturgis Elementary is going well and has been feeding approximately 150-175 children a day. Whitewood Elementary is currently serving approximately 38 children a day.

Courtney Mack reported on Black Hills Special Services Cooperative.

Bob Burns stated that the SBHS culinary students were featured in the South Dakota Retailers magazine, *Retail Prophet*.

Superintendent Don Kirkegaard reported the National Guard finished the lead abatement at the high school.

7:52 p.m. Adjournment. MOTION by Chowen, seconded by Urbaniak, and carried to adjourn.

Bryce Richter, President

Brett Burditt, Business Manager

Jill Meirose, Recorder