

Tentative Agenda
Monday, November 14, 2022
6:00 pm

Flandreau School Board
Elementary Commons

Below is a link for the live stream of the school board meeting:
LiveTicket = <http://fliers.liveticket.tv/> or <https://youtu.be/MXIVRs95zUU>

- I. PLEDGE OF ALLEGIANCE
- II. APPROVAL OF AGENDA
- III. OPEN FORUM *
- IV. COMMUNICATION – Recognition of visitors
 - a. Superintendent’s report.
 - b. Disclosure/Conflict of Interest.
 - c. Stay Well Plan 22-23.
- V. CONSENT AGENDA
 - a. Approval of minutes, financial statements, and bills.
 - b. Resignation – Josh Cleveland – JH FB.
- VI. NEW BUSINESS
 - a. Intown bus stops.
 - b. Retention of Employee files.
 - c. Executive Session according to SDCL 1-25-2 (1).
 - d. Discussion and approval of any action deemed necessary from executive session.
 - e. New hires.
 - f. Adjournment.

• NOTE: Members of the public who desire to address the board on items of interest or concern are invited to do so at this time. Up to 15 minutes will be devoted to this agenda item with the board president to increase or decrease the time as needed.

It would be most appreciated if you would limit your remarks to not more than 3 minutes; to appoint a spokesperson if the concern is a group concern; and to supplement verbal presentations with written reports, if necessary or desired.

We ask that you remember that South Dakota law prohibits the board from discussing specific employees, their job performance, or students.

SCHOOL BOARD MEETING

October 10, 2022

The Board of Education of the Flandreau School District No. 50-3, Flandreau, Moody County, South Dakota, met in regular session in the Elementary School commons at 6:00 p.m. Board members Kari Burggraff, Dustin Headrick, Brian Johnson, Brian Klein, Kelly Kontz, Tom Stenger, and Adam Wiese were present. Superintendent Rick Weber and Business Manager Stacey VanBeek were also present.

The Pledge of Allegiance was recited.

10-060.22 Motion by Johnson, seconded by Headrick to approve the agenda. All voted aye.

There was no open forum this month.

Visitors to the meeting: Kayla Charles, Sue DeClerk, Angela Klein, Morgan Kontz, Cynthia Sheppard, Brendan Streitz, Elizabeth White.

Superintendent's report was given.

There were no Conflict of Interest disclosures to report for this month.

10-061.22 Motion by Kontz, seconded by Klein to continue to operate in the green phase at this time and to continue to follow the CDC guidelines of quarantining for five days and returning to school on day six or after, if the student is asymptomatic, wearing a mask for another five days. All voted aye.

10-062.22 Motion by Wiese, seconded by Burggraff to approve the consent agenda consisting of minutes for the regular meeting on September 12, 2022; the financial reports as of September 30, 2022; the bills in the amount of \$107,171.67 be allowed from General Fund; \$95,522.81 be allowed from Capital Outlay Fund; \$55,995.62 be allowed from Special Education Fund; \$40,788.19 be allowed from Food Service Fund; and the resignation of Natasha Staton, paraprofessional, effective September 22, 2022. All voted aye.

10-063.22 Motion by Klein, seconded by Johnson to change the staff inservice day (no school for students) from Friday, October 28, 2022, to Monday, October 31, 2022. All voted aye.

10-064.22 Motion by Johnson, seconded by Kontz to approve the supplemental budget as follows: Capital Outlay: Means of Finance—Cash Applied Cash applied \$230,000, Expenditures #6100 and #6200 Activities \$230,000. All voted aye.

10-065.22 Motion by Burggraff, seconded by Headrick to pursue the policy review services of KSB Law and enter into a contract with them for full policy review, which includes the entire adoption process and initial policies. All voted aye.

10-066.22 Motion by Burggraff, seconded by Johnson to declare the old football field lights as surplus and donate them to the City of Flandreau to utilize for the baseball and softball fields. All voted aye.

10-067.22 Motion by Wiese, seconded by Klein authorizing an executive session of the Board in accordance with SDCL 1-25-2 regarding (1). All voted aye. The Board thereupon went into executive session at 6:10 p.m. All matters having been considered, President Stenger declared the executive session over. The Board resumed in open session at 6:34 p.m.

10-068.22 Motion by Burggraff, seconded by Kontz to approve that an additional \$10/hour stipend be paid to any classified staff for the time they are pulled from the classroom to translate. All voted aye.

10-069.22 Motion by Johnson, seconded by Headrick to approve the contract of Jack Konechne, assistant wrestling coach (\$2,643). All voted aye.

10-070.22 Motion by Kontz, seconded by Klein to approve the contract of Andy Zamudio, ELL paraprofessional (\$15.20/hour). All voted aye.

10-071.22 Motion by Burggraff, seconded by Wiese to approve the contract of Harriett Zamudio, paraprofessional (\$15.50/hour). All voted aye.

10-072.22 Motion by Johnson, seconded by Klein to approve the contract of Kathy Eikmeier, paraprofessional (\$14.70/hour). All voted aye.

Gross salary for September is as follows: Instruction \$233,889.52; Support Services \$103,927.78; Social Security \$24,396.80; Retirement \$19,823.71; Insurance \$31,138.51. Special Education Fund: Instruction \$49,892.91; Support Services \$25,837.83; Social Security \$5,397.85; Retirement \$4,310.56; Insurance \$8,301.49. Food Service Fund: Support Services \$4,991.45; Social Security \$349.26; Retirement \$298.57; Insurance \$831.10.

10-073.22 There being no further business, motion by Klein, seconded by Headrick to adjourn the meeting at 6:36 p.m.

Tom Stenger, President

Stacey VanBeek, Business Manager
Flandreau School District #50-3

(Published once at the total approximate cost of _____.)

FLANDREAU SCHOOL DISTRICT #50-3
 FINANCIAL REPORT FOR THE MONTH
 ENDING OCTOBER 31, 2022

	General Fund	Capital Outlay Fund	Special Education Fund	Impact Aid Fund	Bond Redemp. Fund	Food Service Fund	Enterprise Fund (DE)	Trust and Agency Fund
Balance forward:	1,735,343.65	1,184,695.46	46,159.19	376,898.77	203,080.38	248,152.85	6,913.03	504,847.91

Local Sources:

Taxes	22,116.93	31,902.17	17,890.34		55.98	183.90		
Interest	1,295.82	882.75	33.96	280.11	152.78			
Co-Curricular	3,277.29					84.01		
Misc	14,363.02		10,578.71			17,476.46		
Meals/milk								
Student Activities								64,334.67
Transfers In/Out	-	-	-	-	-	-	-	-

Intermediate Sources:

County Apportionment	10,241.22							
----------------------	-----------	--	--	--	--	--	--	--

State Sources:

State Aid	301,532.00		49,043.00					
State Apportionment	-							
Bank Franchise Tax	-							
Impact Aid	-							
Mentor Teachers	-							
State Assessed Utilities	-							
Other Grants	3,156.45					34,384.27		

Federal Sources:

Grants	-							
--------	---	--	--	--	--	--	--	--

Total Revenue:	355,982.73	32,784.92	77,546.01	280.11	208.76	52,128.64	-	64,334.67
Total Available:	2,091,326.38	1,217,480.38	123,705.20	377,178.88	203,289.14	300,281.49	6,913.03	569,182.58

Disbursements:	(552,847.23)	(95,522.81)	(152,671.39)	-	-	(48,093.49)	-	(76,664.64)
Balance on hand 10-31-22	1,538,479.15	1,121,957.57	(28,966.19)	377,178.88	203,289.14	252,188.00	6,913.03	492,517.94

TRUST AND AGENCY FUND
FINANCIAL REPORT
MONTH ENDING OCTOBER 31, 2022

ACCOUNTS	BEGINNING BALANCE	DISBURSEMENTS DURING MONTH	RECEIVED DURING MONTH	END OF MONTH TOTAL
CHEERLEADER CLUB	2,959.60	-	-	2,959.60
CLASS OF 2022	3,943.90	-	-	3,943.90
CLASS OF 2023	6,233.37	-	-	6,233.37
CLASS OF 2024	6,820.01	1,710.75	3,606.59	8,715.85
EDUCATION FOUNDATION	-	-	-	-
ELEMENTARY WEEKEND FUEL	7,415.55	556.44	-	6,859.11
FLEX PROGRAM	14,414.02	4,644.42	3,861.68	13,631.28
FFA	10,809.33	10,279.61	-	529.72
FFA LAND PLOT	-	-	-	-
IMPREST	1,111.26	7,424.60	3,437.96	(2,875.38)
NATIONAL HONOR SOCIETY	1,005.18	107.51	-	897.67
PAYROLL WITHHOLDING	13,420.84	50,827.97	52,676.49	15,269.36
REVOLVING ACCOUNT	-	251.95	251.95	-
SCHOLARSHIP - BECHEN	10,636.90	-	-	10,636.90
SCHOLARSHIP - EVANS	-	-	-	-
SCHOLARSHIP - FFA LAND	81,212.92	-	-	81,212.92
SCHOLARSHIP - FULLER	6,760.33	-	-	6,760.33
SCHOLARSHIP - GENERAL	15,979.19	-	-	15,979.19
SCHOLARSHIP - JELLIFE	6,076.33	-	-	6,076.33
SCHOLARSHIP - DAKOTALAYERS	5,672.28	-	-	5,672.28
SCHOLARSHIP - LEE	204,867.93	-	-	204,867.93
SCHOLARSHIP - MASONIC	20,027.25	-	-	20,027.25
SCHOLARSHIP - RICE	6,008.14	-	-	6,008.14
SCHOLARSHIP - RUSCH	72,095.96	-	-	72,095.96
SCHOLARSHIP - WITTERN	6,287.08	-	-	6,287.08
SCHOLARSHIP - HURSEY	(500.00)	-	500.00	-
SCHOLARSHIP - JONES	-	-	-	-
SCHOLARSHIPS - SUTTON/ACKERMAN	-	-	-	-
STUDENT COUNCIL - HS	870.54	141.39	-	729.15
TOURNAMENT	720.00	720.00	-	-
TOTALS	504,847.91	76,664.64	64,334.67	492,517.94

BILL LISTING - November 14, 2022

GENERAL FUND:

Ahlers Automotive		Services	77.31
Apple		Supplies	98.00
ASBSD		Registration	175.00
Avera		Services	2,263.24
BMO Procurement Card	AKJ Education	Supplies	271.17
	Amazon	Supplies	745.04
	Austreim	Services	807.00
	Bluepeak	Services	792.00
	Courtyard	Lodging refund	(15.66)
	Easy Time Clock	Time clock software	29.60
	Flinn	Supplies refund	(39.08)
	G&R	Repairs	1,669.92
	Gimkit	Subscription	59.88
	JCL	Supplies	3,952.84
	JW Pepper	Supplies	667.47
	Mailbox Gold	Subscription	119.80
	Plank Road Publishing	Supplies	70.40
	Sams	Supplies	228.73
	SDI Innovations	Supplies	811.06
	Sleep Inn	Lodging	432.00
	Totem PD	Online prof development	895.00
	United Labs	Supplies	938.80
	Walmart	Supplies	803.05
		<hr/>	
		Services	13,239.02
		Services	100.00
		NFHS courses	70.00
		Utilities	20,143.27
		Supplies	138.93
		Services	60.00
		Services	233.42
		Services	121.25
		Supplies	403.54
		Services	1,074.00
		Insurance premiums	6,820.00
		Services	125.00
		Services	37,270.71
		Supplies	1,549.74
		Official	330.00
		Meals reimbursement	74.00
		Background check	43.25
		Yearbook deposit	2,501.60
		Meals reimbursement	74.00
		Services	3,191.43
		Services	9,500.00
		Supplies	30.89
		Supplies	261.45
		Services	2,999.51
		Supplies	129.18
		Supplies	168.81
		Supplies	169.90
		Supplies	945.02
		Utilities	2,037.49
		SRO services (2 months)	9,888.99
		Services	259.09
		Services (2 months)	3,639.41
		Meals reimbursement	14.00
		Supplies, services	963.95
		Supplies	282.25
		Lodging	223.98
		Gasoline (2 months)	1,708.89
		Praxis reimbursement	146.25
		Official	90.00
		Repairs	15.00
		Official	720.00
		NFHS course	35.00
		Services	25.83
		Translator	175.00
		Meals reimbursement	14.00
		Supplies	63.94
		Supplies	384.88
		Title IX training	175.75
		Supplies	70.00
		VB official, void check	(20.00)
		Marching band entry fee	25.00
	JJ's Coffee Spot	Supplies	70.00
	Wagner, Scott	VB official, void check	(20.00)
	Arlington School Dist	Marching band entry fee	25.00

Feist, Daniel	VB official	142.00	
Bjorklund, Gene	VB official	130.24	
BMO	Supplies	19.80	
Yseth, Nicole	VB official	100.00	
SDSU School of Perf Arts	All state chorus prep day	50.00	
Beresford School Dist	Big East choir meals	110.00	
Big East Conference	Oral interp entry fees	90.00	
Cash	State XC student meals	100.00	
Cash	All state chorus student meals	368.00	
Duffy, Gary	FB official	167.00	
Entringer, Pete	FB official	125.00	
Foster, Todd	FB official	125.00	
Gebhart, Ervin	FB official	125.00	
Larsen, Jeff	FB official	125.00	
McCook Central School	Region XC expenses	160.13	
SD Dept of Labor	Reemployment fees	40.32	
Aberdeen Roncalli HS	Region boys golf expenses	52.03	
Bjorklund, Vonda	VB official	100.00	
Schutt, Elizabeth	VB official	161.20	2,365.72
VanBeek, Stacey	Meals reimbursement		46.00
Vanbockern, Ariann	Meals reimbursement		252.00
Weber, Zach	Official		195.00
	TOTAL GENERAL FUND		121,283.89

CAPITAL OUTLAY FUND:

BMO Procurement Card	Amazon	Supplies	3,903.14	
	Austreim	Supplies	800.00	
	Follett	Library books	691.43	
	G&R	Chiller compressor	9,947.00	
	JCL	Supplies	950.32	
	JLG	Library books	115.00	
	Teachers Pay Teachers	Software	74.33	16,481.22
Bound to Stay Bound		Library books		524.92
BrainPop		Software		3,047.25
Curt's Collision		Services		725.10
Follett		Library books		144.60
JLG Architects		Services		14,850.00
Menards		Supplies		42.41
Scholastic		Subscriptions		1,551.59
SHI		Supplies		722.80
Trust and Agency-Imprest	Oswald, Brad	Trailer	4,875.00	4,875.00
		TOTAL CAPITAL OUTLAY FUND		42,964.89

SPECIAL EDUCATION FUND:

Provider		Services		4,366.25
BMO Procurement Card	Amazon	Supplies	107.50	
	Hilton	Lodging	1,497.97	
	USU TAESE	Conference supplies	45.00	1,650.47
Decker, Courtney		Meal reimbursement		168.00
Goodcare		Services		6,889.83
Provider		Services		39,645.75
Luze, Samantha		Meal reimbursement		168.00
Nord, Rich		Bus wash		40.00
Prairie Lakes		Services		7,601.25
River's Edge		Gasoline (2 months)		3,046.26
Provider		Services		13,286.00
Trust and Agency-Imprest	BMO	Supplies	63.88	63.88
Turnquist, Dacey		Meal reimbursement		168.00
		TOTAL SPECIAL EDUCATION FUND		77,095.69

FOOD SERVICE FUND:

Drennan, Amanda		Meal account refund		103.25
IS Restaurant Design		Supplies		1,573.68
Lunchtime Solutions		Services		34,294.52
Patriot Electric		Services		104.83
		TOTAL FOOD SERVICE FUND		36,076.28

Total General Transportation	\$	28,184.11
Total Field Trips & Sports Activities	\$	3,395.97
PPE/Sanitization	\$	649.71
Total Intown School Bus Trips	\$	86.96
Total Driver Down Time	\$	668.75
Fuel Surcharge	\$	4,285.21
Total Monthly Invoice	\$	37,270.71

General Transportation	Daily Miles	Annual Rate	1 of 9 Monthly
			Pmts

Total General Transportation 320 \$253,657.00 \$ 28,184.11

Field Trips & Sports Activities												
Date	Description	Bus #	Miles	Rate	Total	Wait Hours	Rate	Total	Total	Total	Total	Total
10/1/22	Mitchell-Band	5	215	\$ 2.91	\$ 625.65	6.00	\$ 17.37	\$ 104.22	\$ 729.87			
10/3/22	Castlewood- XC	5	132	\$ 2.91	\$ 384.12	4.50	\$ 17.37	\$ 78.17	\$ 462.29			
10/3/22	Clear Lake JV FB	1	133	\$ 2.91	\$ 387.03	4.00	\$ 17.37	\$ 69.48	\$ 456.51			
10/6/22	Beresford XC	6	152	\$ 2.91	\$ 442.32	4.00	\$ 17.37	\$ 69.48	\$ 511.80			
10/11/22	Willow Lake-VB	6	184	\$ 2.91	\$ 535.44	4.00	\$ 17.37	\$ 69.48	\$ 604.92			
10/11/22	Volga JH FB	1	72	\$ 2.91	\$ 209.52	4.00	\$ 17.37	\$ 69.48	\$ 279.00			
10/13/22	Salem XC	5	135	\$ 2.91	\$ 392.85	4.00	\$ 17.37	\$ 69.48	\$ 462.33			
10/18/22	Parker-VB	5	144	\$ 2.91	\$ 419.04	4.00	\$ 17.37	\$ 69.48	\$ 488.52			
			1167	Total's	\$ 3,395.97	34.50	\$ 17.37	\$ 599.27	\$ 3,995.24			

* Intown School Bus Trip 30 Miles or Less												
Date	Description	Miles	Number of Trips	Rate	Total	Wait Hours	Rate	Total	Total	Total	Total	Total
10/21/22	FIS VB	7	1	\$ 86.96	\$ 86.96	4.00	\$ 17.37	\$ 69.48	\$ 156.44			
		0	0	\$ 86.96	\$ -	0.00	\$ 17.37	\$ -	\$ -			
		7	7	Total's	\$ 86.96	4.00	\$ 17.37	\$ 69.48	\$ 156.44			

Fuel Surcharge			
Routes	Days	Miles	Total Miles
Sports/Field Trips Activities	18	320	5,760
Intown School Bus Service			1,167
Total Miles			6,934

Avg Price for Fuel	\$ 5.09	Miles	11/1/2022-934	Rate	\$ 0.62	Total	\$ 4,285.21
Contract Price	\$ 2.00						
Difference	\$ 3.09						
Mileage Rate	\$ 0.62						
Total Fuel Surcharge							\$ 4,285.21

In-Town Bus Stops Data 2022

Student Totals by Building:	
Elementary	271
Middle	187
High	209

2021-2022 School Year						
1st Quarter Tardies		1-5 Tardies	6-10 Tardies	11+ Tardies	Tardy Total Per Building	Total Period 1 Tardies
39 Days in Quarter	Elementary School	64 Students	7 Students	1 Student	209	207
8/18/21-10/15/21	Middle School	49 Students	7 Students	4 Students	241	91
	High School	73 Students	19 Students	29 Students	991	381
	TOTALS	186	33	34	1,441	679

2021-2022 School Year						
2nd Quarter Tardies		1-5 Tardies	6-10 Tardies	11+ Tardies	Tardy Total Per Building	Total Period 1 Tardies
44 Days in Quarter	Elementary School	51 Students	16 Students	3 Student	286	286
10/18/21-12/22/21	Middle School	57 Students	11 Students	10 Students	353	195
	High School	76 Students	19 Students	41 Students	1,263	506
	TOTALS	184	46	54	1,902	987

2021-2022 School Year						
3rd Quarter Tardies		1-5 Tardies	6-10 Tardies	11+ Tardies	Tardy Total Per Building	Total Period 1 Tardies
44 Days in Quarter	Elementary School	56 Students	12 Students	5 Students	284	284
1/4/22-3/10/22	Middle School	40 Students	13 Students	10 Students	345	204
	High School	74 Students	24 Students	39 Students	1,344	506
	TOTALS	170	49	54	1,973	994

2021-2022 School Year						
4th Quarter Tardies		1-5 Tardies	6-10 Tardies	11+ Tardies	Tardy Total Per Building	Total Period 1 Tardies
45 Days in Quarter	Elementary School	60 Students	5 Students	9 Students	287	286
3/14/22-5/19/22	Middle School	41 Students	9 Students	13 Students	407	214
	High School	74 Students	24 Students	37 Students	1,125	474
	TOTALS	175	38	59	1,819	977

2022-2023 School Year						
1st Quarter Tardies		1-5 Tardies	6-10 Tardies	11+ Tardies	Tardy Total Per Building	Total Period 1 Tardies
42 Days in 1st Quarter	Elementary School	68 Students	4 Students	1 Students	157	162
8/22/22-10/21/22	Middle School	47 Students	4 Students	1 Students	228	148
	High School	80 Students	17 Students	14 Students	1,393	539
	TOTALS	195 Students	25 Students	16 Students	1,778	849

RECORD
SERIES NO.

TITLE---DESCRIPTION---RETENTION AND DESTRUCTION SCHEDULE

R.D.B.
AUTHORITY
NUMBER

SCL-79. PAYROLL GENERAL LEDGER DISTRIBUTION RECORD:

13-012

This report is generated to record payroll and payroll deductions made monthly by the school district. The file is arranged by department and may include: employee's name, gross salary amounts, check number, withholdings, retirement, insurance, all other deductions resulting in the net pay, and the school districts share of benefits paid. Total posting should reconcile with those totals recorded in the general ledger.

RETENTION: Retain 1 year in office, then transfer to storage for 4 years. Destroy after 5 years provided all litigation, claims, and audit findings involving the records have been resolved and final action has been taken.

SCL-80. PERSONNEL FILES:

13-012

This series contains a folder for each employee in the school district. Information may include, but is not limited to: application for employment, personal data sheet, personnel action notices, position description questionnaires, authorizations for payroll deductions, letters of reprimand and commendation, resume', service record, notice of resignation, W-4 forms, I-9 forms, transcript, teacher's certificate, performance appraisals, teacher evaluations, and supervisor's report of employee separation. The record series serves as a history of the employee's service.

RETENTION: Retain current employee files in office. Transfer terminated employee files to storage for 3 years. Destroy by shredding 3 years after termination provided sufficient data on hours worked and compensation received has been maintained by the school district; and no litigation or grievance is pending.

(Note: Review files at least once a year to avoid a build-up of superseded or obsolete material.)