



A. Adopt the Agenda.

Second:

III. Approve the consent agenda items.

- B. Approve July 2023 Financial Reports as follows:

	General Fund	Capital Outlay	Capital Projects	Special Education	Food Service	Other Enterprise	Trust and Agency	Private Purpose Trust	Total
Balance 7-1-2023	1,086,972.31	6,936,369.78	2,355,342.21	528,856.56	(18,225.10)	8,322.66	123,872.98	108,653.60	11,130,165.00
Receipts:									
Local	115,311.94	31,683.47	8,430.94	5,056.32	843.08	-	62,708.45	-	224,034.20
State	142,697.00	-	-	-	-	-	-	-	142,697.00
Federal	-	-	-	-	-	-	-	-	-
Total Receipts	258,008.94	31,683.47	8,430.94	5,056.32	843.08	-	62,708.45	-	366,731.20
G.L. Entries	60.00	(81.00)	(250.00)	-	149.22	-	-	-	(121.78)
Disbursements:									
Accts. Payable	62,664.93	584,781.24	719,093.43	-	168.40	-	65,970.30	-	1,432,678.30
Hourly Payroll	28,236.81	-	-	5,032.13	2,800.00	-	-	-	36,068.94
Contracted Payroll	234,161.11	-	-	28,517.10	-	-	-	-	262,678.21
Summer Payroll	24,507.11	-	-	-	-	5,707.50	-	-	30,214.61
P-Card	1,865.61	4,636.33	-	-	-	15.98	-	-	6,517.92
Flex/H/S Deducts	-	-	-	-	-	-	1,064.95	-	1,064.95
Pre-Paid's	48.26	-	-	-	-	-	23.95	-	72.21
Total Disbursements	351,483.83	589,417.57	719,093.43	33,549.23	2,968.40	5,723.48	67,059.20	-	1,769,295.14
Balance 7-31-2023	993,557.42	6,378,554.68	1,644,429.72	500,363.65	(20,201.20)	2,599.18	119,522.23	108,653.60	9,727,479.28

C. Authorize payment of July 2023 Payroll as follows:

July, 2023 Payroll				
Hourly	General	Spec. Ed.	Food Serv	Other Ent.
OASI	\$ 3,073.36	\$ 4.08	\$ -	\$ -
FIT	\$ 828.32	\$ -	\$ -	\$ -
INS	\$ 5,809.73	\$ 5,001.85	\$ 2,800.00	\$ -
SDRS	\$ 1,742.74	\$ 3.20	\$ -	\$ -
OD	\$ 125.00	\$ -	\$ -	\$ -
NET	\$ 16,657.66	\$ 23.00	\$ -	\$ -
TOTAL	\$ 28,236.81	\$ 5,032.13	\$ 2,800.00	\$ -
Total Hourly		\$ 36,068.94		
Contracted	General	Spec. Ed.	Other Ent.	
OASI	\$ 27,356.30	\$ 2,883.38	\$ -	
FIT	\$ 11,707.07	\$ 914.12	\$ -	
INS	\$ 29,919.31	\$ 7,083.75	\$ -	
SDRS	\$ 21,991.70	\$ 2,526.72	\$ -	
OD	\$ 5,785.08	\$ 272.05	\$ -	
NET	\$ 137,401.65	\$ 14,837.08	\$ -	
TOTAL	\$ 234,161.11	\$ 28,517.10	\$ -	
Total Contracted		\$ 262,678.21		
Total Payroll		\$ 298,747.15		

IV. Motion to approve payment of July bills. (Attached)

Motion: Second:

V. Transactions of Official Business

A. Motion to approve 2023-2024 Fuel Bids.

Motion: Second:

B. Motion to approve Gymnastics cooperative with the Canby School District contingent on Canby paying \$5,000 for cooperative fee.

Motion: Second:

C. Motion to amend the policy DJC-Bidding Requirements and BD-School Board Meetings per ASBSD policy services update.

Motion: Second:

D. Motion to approve purchase of 2019 GMC Yukon for \$42,400.

Motion: Second:

E. Motion to approve contract with Ellen Schmahl as Business Manager at a salary of \$62,000 per year.

Motion: Second:

F. Motion to approve contracts with the following Paraprofessionals: Randy Haakenson at \$16.00 per hour, Gabby Moes at \$15.75 per hour, Morgan Hansen at \$15.75 per hour, on to approve contract with Katie Dall at \$15.75 per hour, Joann Ovall at \$16.00 per hour, Shari Street at \$15.75 per hour, Rhonda Begalka at \$15.75 per hour and Melanie Schulte at \$15.75 per hour.

Motion: Second:

G. Motion to approve open enrollment 23-A and 23-B for the 2023-2024 school year.

Motion:

Second:

H. Motion to surplus band shoes, hats & cases, marching flags, amplifier, TV, printers, iPads, chrome books and promethean boards.

Motion:

Second:

VI. Reports and Discussion

A. Superintendent Schiernbeck

- i. Building Update
- ii. ASBSD Conference
- iii. Invenenergy
- iv. Staff Inservice
 1. Top 20 Training
- v. UPCOMING EVENTS
 1. August Interim Meeting - TBD
 2. Regular Board Meeting – September 11, 2023

B. Principal Thomas

- i.

C. Principal Rahlf

- i. Elem. Principal
 1. Joint Conference
 2. Back to School Fair
- ii. Athletic Director
 1. Football Practice Started on Aug. 3rd
 2. Volleyball Practice Started on Aug. 10th
 3. Cross Country Practice starts on Aug. 14th

D. Business Manager Schmahl

- i. Simplify Agenda

E. NESC Representative Prins

VII. Other Business

A. School Tour

VIII. Motion to adjourn at ___ pm.

Motion:

Second:



Minutes
Deuel School District #19-4
Regular School Board Meeting
July 10, 2023
6:00 p.m.

The regular meeting of the Deuel School District Board of Education was called to order on Monday, July 10, 2023, at 6:00pm by Chairperson Gubrud. Members present included Brandt, Nielsen, Gubrud, TeKrony and Prins. Others present included Superintendent Schiernbeck, Principal Thomas, Principal Rahlf, Business Manager Amdahl, Lynn Stoltenburg, Luke Andersen, Jody Bjerke, and Kayla Bucknell.

Action 7A-1

Motion by Tekrony, seconded by Nielsen to adopt the agenda with the addition of Action 7A-9 and 7A-10. All present voted aye. Motion carried.

There was no public comment presented.

There were no conflict-of-interest disclosures presented.

Action 7A-2

Motion by Brandt, seconded by Prins to approve the consent agenda items:
Approve the minutes of the June 12, 2023 regular meeting, and the June 28, 2023 special meeting.

Approve June Financial Reports as follows:

	General Fund	Capital Outlay	Capital Projects	Special Education	Food Service	Other Enterprise	Trust and Agency	Private Purpose Trust	Total
Balance	1,908,975.80	6,083,009.25	2,762,212.50	540,011.74	7,993.30	(2,077.34)	123,785.31	108,653.60	11,532,564.16
Receipts:									
Local	212,882.22	169,909.43	10,263.35	67,682.78	15,866.28	10,400.00	71,023.71	-	558,027.77
State	115,125.00	-	-	-	-	-	-	-	115,125.00
Federal	-	-	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-	-	-
Total Receipts	328,007.22	169,909.43	10,263.35	67,682.78	15,866.28	10,400.00	71,023.71	-	673,152.77
G.L. Entries	(700,000.00)	700,000.00	-	-	-	-	-	-	-
Disbursements:									
Accts. Payable	102,413.62	9,133.38	417,133.64	5,360.71	20,789.25	-	68,600.28	-	623,430.88
Hourly Payroll	96,052.30	-	-	44,518.18	21,279.45	-	-	-	161,849.93
Contracted Payroll	249,458.99	-	-	28,959.07	-	-	-	-	278,418.06
P-Card	2,048.31	7,415.52	-	-	15.98	-	497.57	-	9,977.38
Flex/HS Deducts	-	-	-	-	-	-	1,814.24	-	1,814.24
Prior Adj	-	-	-	-	-	-	-	-	-
CO Cert Pmts	-	-	-	-	-	-	-	-	-
Pre-Paids	37.49	-	-	-	-	-	23.95	-	61.44
Total Disbursements	450,010.71	16,548.90	417,133.64	78,837.96	42,084.68	-	70,936.04	-	1,075,551.93
Balance	1,086,972.31	6,936,369.78	2,355,342.21	528,856.56	(18,225.10)	8,322.66	123,872.98	108,653.60	11,130,165.00

Authorize payment of June Payroll as follows:

June, 2023 Payroll					
Hourly	General	Spec. Ed.	Food Serv	Other Ent.	
OASI	\$ 12,247.62	\$ 5,198.32	\$ 2,443.82	\$	-
FIT	\$ 4,156.33	\$ 1,550.95	\$ 446.33	\$	-
INS	\$ 7,142.75	\$ 6,565.10	\$ 3,301.57	\$	-
SDRS	\$ 5,652.72	\$ 3,356.08	\$ 1,662.34	\$	-
OD	\$ 402.71	\$ 436.98	\$ 275.00	\$	-
NET	\$ 66,450.17	\$ 27,410.75	\$ 13,150.39	\$	-
TOTAL	\$ 96,052.30	\$ 44,518.18	\$ 21,279.45	\$	-

Total Hourly \$ 161,849.93

Contracted	General	Spec. Ed.	Other Ent.		
OASI	\$ 29,349.54	\$ 2,848.80	\$	-	
FIT	\$ 13,818.07	\$ 992.77	\$	-	
INS	\$ 31,214.84	\$ 7,849.61	\$	-	
SDRS	\$ 22,410.88	\$ 2,469.84	\$	-	
OD	\$ 5,797.58	\$ 598.69	\$	-	
NET	\$ 146,868.08	\$ 14,199.36	\$	-	
TOTAL	\$ 249,458.99	\$ 28,959.07	\$	-	

Total Contracted \$ 278,418.06

Total Payroll \$ 440,267.99

All present voted aye. Motion carried.

Action 7A-3

Motion by Tekrony, seconded by Prins to approve payment of June bills. All present voted aye. Motion carried.

Action 7A-4

Motion by Brandt, seconded by Nielsen to cast ballot for Ryan Rollinger as Division I Representative. All present voted aye. Motion carried.

Action 7A-5

Motion by TeKrony, seconded by Prins to cast ballot for Jeff Sheehan as Division III Representative. All present voted aye. Motion carried.

Action 7A-6

Motion by Brandt, seconded by TeKrony to table the approval of the athletic cooperative resolution with the Canby School District for gymnastics to gather cost data. Aye votes- Brandt, Nielsen, and TeKrony. Nay votes – Gubrud, Prins. Motion carried.

Action 7A-7

Motion by TeKrony, seconded by Brandt to adopt the following new polices/exhibits

JEC	SCHOOL ADMISSIONS
JFC-E(1)	STUDENT CONDUCT
JFCJ	DANEROUS WEAPONS IN THE SCHOOL
JHCDE-E(1)	ADMINISTRATION OF MEDICAL CANNABIS TO QUALIFYING STUDENTS
KJ	POSTING OF NATIONAL MOTTO
KLB	PUBLIC COMPLAINTS ABOUT THE CURRICULUM OR INSTRUCTIONAL MATERIALS
KMC	ANNUAL NOTIFICATION TO PARENTS

LA	EDUCATION AGENCY RELATIONS GOALS
LB	RELATION WITH OTHER SCHOOLS AND SCHOOL DISTRICTS
LBB	COOPERATIVE EDUCATIONAL PROGRAMS
LI	RELATIONS WITH EDUCATION ACCREDITATION AGENCIES

All present voted aye. Motion carried.

Action 7A-8

Motion by TeKrony, seconded by Brandt to adopt the following revised policies.

JFC	STUDENT CONDUCT
JHG	REPORTING CHILD ABUSE
KB	SCHOOL & COMMUNITY RELATIONS
KBA	PUBLIC'S RIGHT TO KNOW
KBAA	PUBLIC RECORDS
KK	VISITORS TO THE SCHOOLS
KL	COMPLAINT AGAINST SCHOOL EMPLOYEE
KL-E(1)	COMPLAINT AGAINST SCHOOL EMPLOYEE
KL-E(2)	COMPLAINT AGAINST SCHOOL EMPLOYEE
KL-E(3)	COMPLAINT AGAINST SCHOOL EMPLOYEE
KMB	TITLE I PARENT INVOLVEMENT
LAA	STUDENT TEACHERS

All present voted aye. Motion carried.

Action 7A-9

Motion by Prins, seconded by Nielsen to adopt the budget amendments. All present voted aye. Motion carried.

Action 7A-10

Motion by Nielsen, seconded by Prins to accept the resignation of Dylan Amdahl as business manager. All present voted aye. Motion carried.

The regular board meeting recessed for the Budget Hearing at 6:30 pm. The board meeting resumed at 6:48 pm.

Superintendent Schiernbeck reported on the building project, the awarded Ag Drone Grant, staff surveys, staffing, and inservice. Schiernbeck thanked Wade Gubrud for applying for the grant on behalf of the Deuel Ag Program. Upcoming events include the Supt. Conference July 17-19, Summer Colloquium July 20-21, July Interim Meeting July 24 at 6 pm, Joint Convention-August 3-4, Staff In-service-August 8-9, Back to School Fair-August 10 and the Regular Board Meeting-August 14.

Principal Rahlf reported on the second reading of the Middle School/High School Handbook and the Elementary Handbook.

Business Manager Amdahl gathered attendance information for the joint convention.

NESC Representative Prins reported on the June 19, 2023, Meeting.

Action 7A-11

Motion by Nielsen, seconded by TeKrony to enter Executive Session for personnel matters per SDCL 1-25-2(1) at 7:21 pm. All present voted aye. Motion carried.

Board Chairperson Gubrud declared the board out of executive session at 7:35 pm.

No other business was presented.

Action 7A-12

Motion by Prins, seconded by TeKrony to adjourn at 7:37 pm. All present voted aye. Motion carried.



Minutes
Deuel School District #19-4
Annual School Board Meeting
July 10, 2023
6:30 p.m.

The annual meeting of the Deuel School Board of Education was called to order by Business Manager Amdahl on July 10, 2023, at 7:39 p.m. Members present included Brandt, Nielsen, Gubrud, TeKrony, and Prins. Others present included Superintendent Schiernbeck, Principal Thomas, Principal Rahlf, and Business Manager Amdahl.

Business Manager Amdahl administered the oath of office to re-elected board member Joel Brandt.

Nominations were accepted for Board Chairperson. TeKrony nominated Nielsen.

Action 7B-1

Motion by Brandt, seconded by TeKrony to cease acceptance of nominations. All present voted aye. Motion carried. Nielsen appointed as Board Chairperson.

Business Manager Amdahl transferred the meeting to Chairperson Nielsen.
Nominations were accepted for Vice-Chairperson. Prins nominated Gubrud.

Action 7B-2

Motion by Brandt, seconded by Prins to cease acceptance of nominations. All present voted aye. Motion carried. Gubrud appointed as Vice Chairperson.

Motion by Prins, seconded by TeKrony to adopt the agenda. All present voted aye. Motion carried.

There was no public comment presented.

Chad Schiernbeck, Superintendent, disclosed a conflict of interest regarding his spouse being employed as a teacher by Deuel School District.

Dylan Amdahl, Business Manager, disclosed a conflict of interest regarding his spouse being employed as a paraprofessional by Deuel School District.

Danay Nielsen, Board Member, disclosed a conflict of interest regarding her spouse being Nielsen Electric, a vendor of Deuel School District. Nielsen's spouse is also employed as Assistant Basketball Coach.

Action 7B-3

Motion by Tekrony, seconded by Gubrud to designate the following for FY24:

Official Depository: DNB National Bank

Official Newspaper: The Clear Lake Courier

Chad Schiernbeck as authorized representative for the following: Title I Coordinator, Title V Program, Coordinator of 504 Disabilities, Vocational Education Programs, and Federal Programs Officer. Superintendent Schiernbeck and Chairperson Nielsen designated to call off school in case of emergencies or any personnel appointed by Superintendent Schiernbeck in his absence.

Dylan Amdahl as authorized representative for the following: official purchasing agent, food service program, South Dakota retirement system, unemployment insurance, workmen's compensation insurance, property, liability, vehicle, health, life or other insurances and designated as Co-Title I representative. Business Manager Amdahl to be charged with the custody of the current assets of all school district funds, a surety bond to be set at \$50,000.

Todd Rahlf designated as Co-Title I representative, special education director for elementary and homeless liaison.

Amber Thomas designated as special education director for middle school and high school and Title IX coordinator.

Set Board of Education meeting, Northeast Educational Cooperative Board, and other school related meeting salaries and mileage rates as follows:

Regular meetings-\$75, Special meetings-\$70, Committee meeting-\$40, Mileage-51 cents/mile.

Chairperson Nielsen made the following appointments:

Real property appraisers: TeKrony, Prins, Gubrud

Finance committee: Nielsen, Prins

Policy committee: Nielsen, Prins

Building committee: Brandt, TeKrony

Community communications committee: Brandt, Gubrud

Negotiations committee: TeKrony, Gubrud

Northeast Educational Cooperative Representative: Prins. Alternate: Gubrud

City Board of Equalization of Clear Lake and Gary: Clear Lake - Brandt; Gary - Gubrud

Authorize the Business Manager to receipt interest to the fund in which it accrues, except for the Trust and Custodial fund to be receipted to the General Fund and authorize the Business Manager to invest monies in Certificate of Deposit and/or Money Market accounts.

Approve the Non-Certified Handbook.

Approve renewal of membership for FY24 to the following: ASBSD, Lake Central Conference, Northeast Athletics Conference, Northeast Special Services Coop, Middle Size School Lobby, and SDHSAA.

Set admission rates to school events as follows:

Students: Single \$3, Doubleheader \$3. Adults: Single \$5, Doubleheader \$6. Senior Citizens (60+): Single \$3, Doubleheader \$3.

All Deuel students grades 4-12 will pay a mandatory student activity fee in the amount of \$10.00 (maximum \$20.00 per family.) The student activity fee will allow admission to all Deuel School sponsored home activities (does not include post-season events sponsored by the SDHSAA.) Students in grades K-3 accompanied by a parent or guardian will not be charged admission to Deuel School sponsored events.) Adults: 20 Punches: \$60.

Set rental rates as follows:

Bus Rental With Driver: \$2/mile

Bus Rental Without Driver: \$1.50/mile

Band Instruments: \$50

Band Percussion Fee: \$25

Laptop Fee (Grades 6-12): \$15/student; \$30/family

Set regular school board meetings on the second Monday of each month at 6:00 pm in Flex Room 311.

Set staff meal and mileage reimbursement at current state rates:

In state: Breakfast: \$6.00, Lunch: \$14.00, Dinner: \$20.00

Out of state: Breakfast: \$10.00, Lunch: \$18.00, Dinner: \$28.00

Student state meals: \$10/meal

Designate Rodney Freeman and KSB Law as school attorneys.

Set substitute pay rates:

Substitute pay: \$130/day

Bus Driver: \$25/hr

Set temporary meal rates until federal reimbursement rates are available:

Individual Milk: 25 cents

Lunch (PK-5): \$3.45

Lunch (6-12): 3.60

Lunch (Adult): \$4.85

Entrée: \$1.20

Student Breakfast: \$1.76

Adult Breakfast: \$2.33

All present voted aye. Motion carried.

Action 7B-4

Motion by TeKrony, seconded by Prins to approve the Online School Board Policy Manual for FY24. All present voted aye. Motion carried.

Action 7B-5

Motion by Brandt, seconded by Gubrud to authorize Business Manager to advertise for fuel quotes for FY24. All present voted aye. Motion carried.

7B-6

Motion by TeKrony, seconded by Brandt to adopt the following resolution to permit early payment of bills to take discounts or prevent late fees or to pay fuel bills:

Whereas the monthly payment of bills does at times prevent Deuel School District #19-4 from taking discounts, and whereas it also discourages suppliers of fuel and other products from quoting or bidding on school purchases because the cost to them of paying bills before payment would be received from the school, therefore let it hereby be resolved that the School Board of the Deuel School District #19-4 hereby approves and authorizes the Business Manager of the school to pay such bills early without prior Board approval when the Business Manager considers it to be in the best interest of the school district.

Dated this 10th day of July, 2023

All present voted aye. Motion carried.

Action 7B-7

Motion by Brandt, seconded by Gubrud to authorize the Business Manager to publish the following list of employees and their salaries:

Deb	Adkins	17.24	Catharine	Hinker	51,847.73	Chad	Schiernbeck	103,413.74
Dylan	Amdahl	64,649.40	Brooke	Hockett	48,902.25	Danielle	Schiernbeck	51,697.97
Hallie	Amdahl	17.00	Dustin	Hourigan	56,351.64	Mary Ellen	Schmahl	22.85
Alyssa	Beckius	16.50	Marvin	Keimig	25.00	Desaray	Schmaltz	51,254.50
Sandi	Block	57,044.23	Kea	Kellen	46,010.00	Andrea	Shea	16.25
Carman	Boeke	16.25	Anita	Kenyon	19.55	Pat	Spain	25.00
Carolyn	Burns	71,345.03	Lynn	Kindopp	53,620.08	Lynn	Stoltenburg	60,581.80
Alyssa	Cassels	50,482.11	Cindy	Konold	52,640.13	Hannah	Swenson	48,966.45
Tawnya	Dahl	29,960.00	McKensey	Konold	17.50	Jayna	Swenson	16.25
Elizabeth	Deboer	50,482.11	Taylor	Krause	48,150.00	Bonnie	Tekrony	56,561.83
Nicole	Decker	16.75	Steve	Kruiter	25.00	Jayda	Tempelton	53,149.38
Karan	Domina	51,177.37	Leslie	Larson-Cutshaw	50,232.58	Amber	Thomas	72,500.00
Douglas	Dyk	63,160.97	Mick	Lindner	25.00	Destiny	Thomas	17.47
Kim	Eggers	58,990.15	Hannah	Lunden	46,010.00	Edajeanne	Timmons	16.50
Shayla	Engen	48,752.45	Sara	Maaland	50,290.00	Jeanne	Timmons	21.61
Jessica	Folk	52,882.26	Melvin	Maass	36,228.62	Amy	Tvedt	61,301.69
Billie	Giesel	16.74	Caleb	Mack	45,000.00	Brian	Tvedt	55,615.13
Michael	Gohring	67,632.35	Darwin	Mack	25.00	Kristopher	Ulmer	52,672.25
Lindsey	Gorder	48,752.45	Rosanne	Mack	19.75	Jennifer	VonEye	46,010.00
Carter	Gordon	47,618.25	Sharon	Milton	21.13	Alexis	Warren	16.75
Lindsy	Gratz	47,618.25	Levi	Moeller	17.50	LeRoy	Wieber	25.00
Michelle	Gross	16.75	Nicole	Palmquist	18.85	Lynette	Winter	16.25
Lynn	Gudmundson	64,276.65	Jonathen	Peterreins	54,365.61	Rhonda	Young	66,200.99
Sarah	Hagberg	52,544.49	Todd	Rahlf	73,854.57	Kara	Zaug	58,636.00
Kelsey	Hall	16.97	Andrew	Rathbun	22.75			
Robert	Hayes	25.00	Morgan	Salanoa	16.50			
Amanda	Hillesiem	46,010.00	Kathi	Salley	16.25			

All present voted aye. Motion carried.

Action 7B-8

Motion by TeKrony, seconded by Brandt to adjourn at 8:13 pm. All present voted aye. Motion carried.



Agenda
Deuel School District #19-4
Special School Board Meeting
July 24, 2023
6:00 p.m.

The special meeting of the Deuel School Board of Education was called to order on Monday, July 24, 2023, at 6:00 pm by Chairperson Nielsen. Members present included Brandt, Gubrud, Nielsen, TeKrony, and Prins. Others present included Superintendent Schiernbeck, Principal Rahlf, Principal Thomas, and Jodie Bjerke.

Action 7C-1

Motion by Brandt, seconded by Gubrud to adopt the agenda. All present voted aye. Motion carried.

No public comment was presented.

The board discussed the building update, the upcoming ASBSD/SASD Joint Convention, the potential Gymnastics Cooperative with Canby, and the need for school vehicles.

Action 7C-2

Motion by Gubrud, seconded by Tekrony to enter Executive Session for personnel matters per SDCL 1-25-2(1) at 7:14 pm. All present voted aye. Motion carried.

Board Chairperson Nielsen declared the board out of executive session at 7:51 pm.

Action 7C-3

Motion by TeKrony, seconded by Prins to accept the resignation of Levi Moeller as custodian. All present voted aye. Motion carried.

Action 7C-4

Motion by Brandt, seconded by TeKrony to adjourn at 7:56 pm. All present voted aye. Motion passed.



Minutes
Deuel School District #19-4
Special School Board Meeting
July 31, 2023
1:00 p.m.

The special meeting of the Deuel School Board of Education was called to order on Monday, July 31, 2023, at 1:00 pm by Chairperson Nielsen. Members present included Brandt, Gubrud, Nielsen, and Prins. Others present included Superintendent Schiernbeck.

Action 7D-1

Motion by Brandt, seconded by Prins to adopt the agenda. All present voted aye. Motion carried.

No public comment was presented.

Action 7D-2

Motion by Gubrud, seconded by Brandt to enter Executive Session for personnel matters per SDCL 1-25-2(1) at 1:04 pm. All present voted aye. Motion carried.

Board Chairperson Nielsen declared the board out of executive session at 3:37 p.m.

Action 7D-3

Motion by Gubrud, seconded by Prins to adjourn at 3:37 p.m. All present voted aye. Motion carried.

<u>Vendor</u>	<u>Description</u>	<u>Invoice Amount</u>
Fund: 10 GENERAL FUND		
A&B PURE WATER	Supplies	345.00
A-OX WELDING SUPPLY CO. INC	Supplies	17.56
Abacus Buns LLC	Supplies	201.40
ANDOR, INC	Repairs & Maintenance	1,883.71
ARROWWOOD RESORT & CONFERENCE CENTER	Travel	359.16
ASSOCIATED SCHOOL BDS OF SD	Purchased Services	50.00
AWARD DECALS	Supplies	841.60
BAND SHOPPE	Supplies	39.50
BAYMONT INN AND SUITES	Travel	1,899.45
BJERKE SANITATION	Garbage Removal	400.00
CAROLINA BIOLOGICAL SUPPLY CO	Supplies	105.73
CENGAGE LEARNING	Workbooks	673.75
CHIROPRACTIC IN MOTION	Purchased Services	80.00
CITY OF CLEAR LAKE	Water & Sewer	7,835.59
CLEAR LAKE BUILDING CENTER	Supplies	390.00
CLEAR LAKE COURIER	Purchased Services	655.87
COWBOY COUNTRY STORES	Fuel	110.09
DAKOTA SPORTS INC	Supplies	1,358.08
DCN INSURANCE AGENCY	Insurance	200.00
DEUEL COUNTY CENEX	Fuel	441.60
DEUEL COUNTY MOTOR SUPPLY	Repairs & Maintenance	358.98
DEUEL SCHOOL - TRUST & CUSTODIAL	Imprest Reimbursement	7,804.50
DGP Publishing	Workbooks	978.50
DICK BLICK	Supplies	534.59
DISCOUNT SCHOOL SUPPLY	Supplies	355.40
Fenworks, Inc.	Purchased Services	1,000.00
FLINN SCIENTIFIC INC	Supplies	1,260.40
hand2mind	Supplies	1,684.93
Heggerty	Subscription	367.00

<u>Vendor</u>	<u>Description</u>	<u>Invoice Amount</u>
HILLYARD/SIOUX FALLS	Supplies	2,672.21
HUDL	Purchased Services	8,700.00
IMPACT APPLICATIONS INC.	Purchased Services	485.00
Inspire to Create Enterprises LLC	Supplies	212.71
ITC	Communications	671.00
KXLG TMRG BROADCASTING	Advertising	150.00
Lake Central Conference	Dues	500.00
LAKESHORE LEARNING MATERIALS, LLC	Supplies	871.03
MACK'S LANDSCAPING	Purchased Services	192.63
MATTSON, STEPHANIE	Supplies	50.82
MAYNARDS	Supplies	19.96
NORTHEAST EDUC'L SERVICES COOP	Coop Services	69.20
NORTHWESTERN	Fuel	61.48
OTTER TAIL POWER COMPANY	Electricity	6,832.12
PRAIRIE VIEW PRESS, L.L.P.	Workbooks	363.00
RIDDELL ALL AMERICAN SPORTS CORP	Purchased Services	2,194.98
RON'S SAW SALES	Supplies	14.97
SANFORD USD MEDICAL CENTER	Purchased Services	312.00
SASD	Travel	125.00
SCHOLASTIC, INC. EDUCATION	Subscriptions	512.62
SOUTH DAKOTA UNITED SCHOOLS ASSOCIATION	Dues & Fees	450.00
STAPLES	Supplies	139.74
TAYLOR MUSIC, INC.	Equipment & Supplies	125.00
THELIBRARYSTORE.COM	Supplies	1,043.67
Time Management Systems	Purchased Services	97.50
TITAN MACHINERY	Repairs & Maintenance	19,119.96
TRAINING ROOM	Supplies	2,639.58
TWIN CITY HARDWARE	Supplies	76.30
WONDER MEDIA, LLC	Subscription	220.00
WWTIRE SERVICES	Supplies	1,084.00

<u>Vendor</u>	<u>Description</u>	<u>Invoice Amount</u>
ZANER BLOSER	Supplies	82.50
Fund Total:		82,321.37
Fund: 21 CAPITAL OUTLAY		
A&B BUSINESS SOLUTIONS	Purchased Services	1,196.39
ANDOR, INC	Equipment	9,800.00
BAND SHOPPE	Supplies	14.95
Carnegie Learning	Printed Texts	46,394.90
CURRICULUM ASSOCIATES	Printed Texts	32,824.00
DAKOTA SPORTS INC	Supplies & Equipment	6,019.09
DAKTRONICS, INC.	Improvements	114,161.53
DEUEL SCHOOL - TRUST & CUSTODIAL	Imprest Reimbursement	1,788.94
DUGAN SALES & SERVICE, INC.	Equipment	1,948.00
EXPLORELEARNING LLC	Software	3,995.00
FLINN SCIENTIFIC INC	Supplies & Equipment	790.00
HOUGHTON MIFFLIN COMPANY	Printed Texts	6,920.69
Marco Technologies, LLC	Equipment	5,057.32
McGRAW-HILL SCHOOL EDUCATION HOLDINGS, LLC	Printed Texts	8,885.28
PIONEER ATHLETICS	Equipment	4,316.50
RIDDELL ALL AMERICAN SPORTS CORP	Equipment	3,982.20
Satellite Shelters, Inc.	Buildings	4,240.00
SAVVAS LEARNING COMPANY	Printed Texts	3,993.84
Soter Technologies, LLC	Equipment	5,923.13
STAPLES	Supplies	489.05
TAYLOR MUSIC, INC.	Equipment & Supplies	264.99
Time Management Systems		2,516.00
TouchPros, LLC	Equipment	10,648.00
Fund Total:		276,169.80
Fund: 22 SPECIAL EDUCATION FUND		
hand2mind	Supplies	149.99
Heggerty	Subscription	89.00
NORTHEAST EDUC'L SERVICES COOP	Coop Services	14,501.38

<u>Vendor</u>	<u>Description</u>	<u>Invoice Amount</u>
Fund Total:		14,740.37
Fund: 41 CAPITAL PROJECTS FUND		
CO-OP ARCHITECTURE	Buildings	7,312.50
HASLEN CONSTRUCTION	Buildings	1,071,878.35
Fund Total:		1,079,190.85
Fund: 51 FOOD SERVICE		
DEUEL SCHOOL - TRUST & CUSTODIAL	Imprest Reimbursement	34.40
Fund Total:		34.40
Checking Account Total:		1,452,456.79
Fund: 76 T. PETERSON SCHOLARSHIP		
Augustana University/Paige Simon	Scholarship	3,480.81
Calvary University/Kaylee Decker	Scholarship	2,693.13
Dakota Wesleyan University/Gracie Fieber	Scholarship	2,693.13
Iowa Lakes Community College/Alyson Hagberg	Scholarship	3,480.81
Mount Marty University/Tague Tvedt	Scholarship	3,480.81
SD SCHOOL OF MINES & TECH/BLAKE HAGBERG	Scholarship	3,965.64
SDSU/Elise Hotzler	Scholarship	3,480.81
SDSU/McKenzie Hunt	Scholarship	2,693.13
SDSU/Megan Hendrickson	Scholarship	2,693.13
SDSU/TANNER PREHEIM	Scholarship	3,965.64
UNIVERSITY OF ALABAMA/BAILEY KINDOPP	Scholarship	3,965.64
Fund Total:		36,592.68
Checking Account Total:		36,592.68

<u>Chart of Account Number</u>	<u>Chart of Account Description</u>	<u>Beginning Balance</u>	<u>Expenses</u>	<u>Revenues</u>	<u>Balance Change</u>	<u>Balance</u>
60 704 854	Drama Club	647.00	183.39	0.00	0.00	463.61
60 759 804	CLASS OF 2022	(183.91)	0.00	0.00	0.00	(183.91)
60 759 807	FFA	8,786.86	0.00	0.00	0.00	8,786.86
60 759 808	HS STUDENT COUNCIL	3,634.17	0.00	470.01	0.00	4,104.18
60 759 809	NATIONAL HONOR SOCIETY	1,229.83	0.00	0.00	0.00	1,229.83
60 759 810	KEY CLUB	3,407.92	0.00	200.00	0.00	3,607.92
60 759 811	CLEARING ACCOUNT	4,541.25	150.00	150.00	0.00	4,541.25
60 759 812	ACTIVITY TICKETS	4,151.75	0.00	0.00	0.00	4,151.75
60 759 813	IMPREST FUND	(3,135.96)	9,627.84	9,115.18	0.00	(3,648.62)
60 759 819	BAND	10,227.67	0.00	0.00	0.00	10,227.67
60 759 822	MENTORSHIP PROGRAM	2,577.84	0.00	0.00	0.00	2,577.84
60 759 823	VOCAL	1,638.46	0.00	0.00	0.00	1,638.46
60 759 825	CHEERLEADERS	1,024.66	0.00	0.00	0.00	1,024.66
60 759 828	TEACHERS LOUNGE	711.59	0.00	0.00	0.00	711.59
60 759 829	LAPTOP DEPOSIT	7,631.56	0.00	0.00	0.00	7,631.56
60 759 831	RACHELS CHALLENGE	4,914.70	0.00	0.00	0.00	4,914.70
60 759 834	Oral Interp	0.00	0.00	200.00	0.00	200.00
60 759 835	BAND TRIP FUND	4,088.92	0.00	0.00	0.00	4,088.92
60 759 836	YEARBOOK STAFF	1,427.34	0.00	0.00	0.00	1,427.34
60 759 837	GYMNASTICS CLUB	68.77	0.00	0.00	0.00	68.77
60 759 838	ART CLUB	2,127.99	0.00	0.00	0.00	2,127.99
60 759 840	MEDICAL TRUST	11,789.40	55,929.11	51,842.43	0.00	7,702.72
60 759 853	Play Donation	400.00	0.00	200.00	0.00	600.00
60 759 855	SPECIAL OLYMPICS	4,632.60	0.00	0.00	0.00	4,632.60
60 759 861	MS STUDENT COUNCIL	1,703.78	0.00	0.00	0.00	1,703.78
60 759 863	BOX TOPS	3,576.61	0.00	0.00	0.00	3,576.61
60 759 864	Class Composites Project	694.48	0.00	0.00	0.00	694.48
60 759 865	CARDINAL CARDS	259.83	0.00	0.00	0.00	259.83
60 759 868	PLAYGROUND CLEARING	514.97	0.00	0.00	0.00	514.97
60 759 869	DISTRICT/REGIONAL EVENT	(1,531.45)	0.00	0.00	0.00	(1,531.45)
60 759 870	STUDENT ASSISTANCE	5,766.76	0.00	0.00	0.00	5,766.76
60 759 875	PRESCHOOL PARENTS	1,559.25	0.00	0.00	0.00	1,559.25
60 759 876	SCOREBOARD ADS	28,400.00	0.00	0.00	0.00	28,400.00
60 759 885	ENGRAVER-RESALE	1,018.61	0.00	0.00	0.00	1,018.61
60 759 886	MULTI MEDIA ADS	3,205.10	0.00	0.00	0.00	3,205.10
60 759 900	CONNECT FOR KIDS	6,967.16	79.96	0.00	0.00	6,887.20
60 759 901	SPECIAL DONATIONS	5,200.00	0.00	0.00	0.00	5,200.00
60 759 902	GOLF	3,465.72	0.00	200.00	0.00	3,665.72

<u>Chart of Account Number</u>	<u>Chart of Account Description</u>	<u>Beginning Balance</u>	<u>Expenses</u>	<u>Revenues</u>	<u>Balance Change</u>	<u>Balance</u>
60 759 910	SECT. 125 REIMB.	(4,918.75)	1,088.90	330.83	0.00	(5,676.82)
60 759 920	DEWAL PERKINS	(5,765.80)	0.00	0.00	0.00	(5,765.80)
60 759 923	Class of 2023	133.43	0.00	0.00	0.00	133.43
60 759 924	Class of 2024	412.56	0.00	0.00	0.00	412.56
Fund Total: 60		127,002.67	67,059.20	62,708.45	0.00	122,651.92

Board Policy Manual

Deuel School District 19-4

Policy DJC: BIDDING REQUIREMENTS

Status: ADOPTED

Original Adopted Date: 02/06/2023 | Last Revised Date: 08/14/2023 | Last Reviewed Date: 08/14/2023

Compliance with the bid laws is required, unless exempt by law, when a purchase for supplies or services **exceeding \$25,000 of \$50,000 or more** is anticipated, or if the contract is for the construction of a public improvement in excess of \$100,000.

Definitions:

• "Services" refers to the furnishing of labor, time, or effort by a contractor not involving the delivery of a specific end product other than reports which are mere incidental to the required performance;

"Supplies" refers to any property, including equipment, materials, and printing;

"Public Improvement" refers to the process of building, altering, repairing, improving, or demolishing any public infrastructure facility, including any structure, building, or other improvements of any kind to real property, the cost of which is payable from taxes or other funds under the control of the School District, including any local improvement for which a special assessment is to be levied.

The District may enter into contracts with vendors selected by a purchasing cooperative, of which the District is a member, if the intergovernmental purchasing cooperative is utilizing a procurement process authorized by South Dakota law.

Competitive Sealed Bids: Contracts shall be awarded by utilizing the competitive sealed bid process except as otherwise provided in law (i.e., competitive sealed proposals, sole source procurements, emergency procurements, and procurements exempt from the bid process). The procedures for using competitive sealed bids are set forth in SDCL 5-18A-5.

Competitive Sealed Proposals: A contract may be entered into by competitive sealed proposals if the Board determines in writing that the use of the competitive sealed bids is either not practicable or not advantageous. The procedures for using competitive sealed proposals are set forth in SDCL 5-18A-7.

Advertising for Bids or Proposals: The District shall advertise for bids or proposals. The advertisement shall appear as a legal notice in the appointed legal newspaper. The advertisement shall be printed at least twice, with the first publication at least ten days before opening of bids or the deadline for the submission of proposals. The first publication shall be in each official newspaper of the District, and the second publication may be in any legal newspaper of the state chosen by the Board. The advertisement shall state the time and place where the bids will be opened or the deadline for the submission of proposals. In each notice, the Board shall reserve the right to reject any or all bids or proposals.

Award of Contract: After receiving notice of a contract award, the successful vendor shall enter into a contract with the District within the time specified in the invitation for bids or request for proposals. If the vendor who is awarded the contract fails to enter into a contract within the time specified, the contract may be awarded to the next lowest responsive and responsible vendor for the same kind of work and material, unless all bids or proposals are rejected. The defaulting vendor shall be responsible for the difference in price.

Contracts Exempt from Bidding:

1. Any contract for the purchase of supplies from the United States or its agencies or any contract issued by the General Services Administration;
2. Any purchase of supplies or services, other than professional services, by the District from any active contract that has been awarded by any government entity by competitive sealed bids or competitive sealed proposals or from any contract that was competitively solicited and awarded within the previous twelve months;
3. Any equipment repair contract;
4. Any procurement of electric power, water, or natural gas; chemical and biological products; laboratory apparatus and appliances; published books, maps, periodicals and technical pamphlets; works of art for museum and public display; medical supplies; communications technologies, computer hardware and software, peripheral equipment, and related connectivity; tableware or perishable foods;
5. Any property or liability insurance or performance bonds;
6. Any purchase of surplus property from another purchasing agency;
7. Any animals purchased;
8. Any purchase by the District of perishable food, raw materials used in construction or manufacture of products for resale, or for transportation of students;
9. Any contract for asbestos removal in emergency response actions and any contract for services provided by individuals or firms for consultants, audits, legal services, ambulance services, architectural services and engineering, insurance, real estate services, or auction services;
10. Any purchase of supplies or services from a contract established through a Midwestern Higher Education Compact group purchasing program by a competitive sealed bid or a competitive sealed proposal;
11. **A purchase of equipment involving the expenditure of less than \$50,000;**
12. A contract may be awarded for supplies or services without competition if the Board determines in writing that the supplies or services are of such a unique nature that the contractor selected is clearly and justifiably the only practicable source to provide the supplies or services, **based on either the uniqueness of the supplies or services or the sole availability at the location required;**
13. An emergency procurement without advertising the procurement if rentals are not practicable and there exists a threat to public health, welfare, or safety or for other urgent and compelling reasons. **The basis for the emergency and for the selection of the particular contractor will be in writing.**

Policy BD: SCHOOL BOARD MEETINGS

Status: ADOPTED

Original Adopted Date: 09/10/2018 | Last Revised Date: 08/14/2023 | Last Reviewed Date: 08/14/2023

REGULAR MEETINGS

All regular official School Board meetings will be held on the second Monday of each month, unless otherwise designated at the annual organizational meeting of the Board.

The official meetings of the school board are open to the public unless a specific law is cited by the school board to close the official meeting to the public. An official meeting is any meeting of a quorum of the school board at which official business of the school district is discussed or decided, or public policy is formulated, whether in person or by means of teleconference.

Subject to the following rules, any person may record, through audio or video technology, a school board meeting that is open to the public as long as the recording is reasonable, obvious, and not disruptive.

1. A person who wishes to audio or video record some or all of an official school board meeting must inform the school board president/chairperson or superintendent prior to the beginning of the meeting of the person's intent to record. At the beginning of the meeting, the school board president will then inform all persons present of the recording.
2. The quantity and type of recording equipment used shall be subject to the discretion of the school board, and the school board president/chairperson shall have the discretion to exclude or terminate recording of the meeting. This discretion is not to be exercised in an effort to restrict the public's right to be informed of school board meeting proceedings, but only where these rules have been violated.
3. Recording equipment must not produce distracting light or noise, and no artificial lighting device of any kind shall be employed with a video camera.
4. Recording equipment must not obstruct the vision of persons attending the school board meeting and their ability to see all school board members.
5. Any person violating the rules set forth above may be directed to cease the recording or leave the premises

The School Board shall reserve at every official meeting a period for public comment, limited at the Board's discretion as to the time allowed for each topic and the total time allowed for public comment, but not so limited as to provide for no public comment. Public comment is not required at official meetings held solely for the purpose of meeting in executive session, an inauguration, swearing in of newly elected officials, or presentation of an annual report to the School Board.

SPECIAL MEETINGS

Special meetings may be called by the President of the Board, or in his or her absence the Vice-President, or a majority of the Board members. Notice stating the time and place of any special meeting and the purpose for its call, will be given each Board member and the Superintendent by the Business Manager, either orally or in writing, in sufficient time to allow each member's presence. No business other than that stated in the notice will be transacted at a special meeting. Local news media that have requested notice will be notified of the special meeting by mail, e-mail, delivered in person or telephone prior to the meeting.

TELECONFERENCE

Any official meeting, including executive meetings, may be conducted by teleconference. A teleconference is an exchange of information by audio, video, or electronic medium, including the internet. A member is deemed present if the member answers present to the roll call conducted by teleconference for the purpose of determining a quorum. Each vote at an official meeting held by teleconference shall be taken by roll call. A teleconference may be used to conduct a hearing. If the school board conducts an official meeting by

teleconference, the school board shall provide a place at which the public may listen to and participate in the teleconference meeting. For any official meeting held by teleconference, which has less than a quorum of school board members participating in the meeting who are present at the location open to the public, arrangements shall be provided for the public to listen to the meeting via telephone or internet. The requirement to provide one or more places for the public to listen to the teleconference does not apply to an executive meeting.



- Building Update-
- ASBSD conference-
- Invenergy-
- Staff Inservice-
 - Top 20 Training-

UPCOMING EVENTS

- August Interim Meeting-TBD
- Regular Board Meeting-September 11th



i. Elem. Principal

1. Joint Conference
2. Back to School Fair

ii. Athletic Director

1. Football Practice Started on Aug. 3rd
2. Volleyball Practice Starts on Aug. 10th
3. Cross Country Practice starts on Aug. 14th

Britton-Hecla School District 45-4
Board of Education Meeting Agenda
6:00 P.M., May 15th, 2023
Board Room

- 1) Call Meeting to Order
- 2) Pledge of Allegiance
- 3) Adoption of Agenda
- 4) Conflicts Disclosure
- 5) Reception of Visitors
- 6) Open Forum
- 7) Reports:
 - A. NESC
 - B. Committees
- 8) Approve Business Managers Reports
 - A. Minutes
 - B. Financial
 - Preliminary Budget
 - C. Bills
- 9) Consent Agenda
 - A. Approve Extended School Year Teacher
 - B. Health Insurance
 - C. Approve Summer Services Contract
 - D. Summer Help Wages
 - E. Set Drivers Education Per Student Rate:
 - F. Approve Resignations.
 - G. Update Calendar
 - H. Unpaid Leave Request
 - I. SDHSAA Amendment Ballots
 - J. Surplus Items
 - K. Appoint Election Officials
- 10) Sign and Accept Certified Teacher Contracts
- 11) Sign and Accept Administrative Contracts
- 12) Working Agreements for off-staff Coaches
- 13) Head Boys Basketball Working Agreement
- 14) Update Policies
- 15) Open Enrollment
- 16) Other
 - A.
 - B.
- 17) Principal's Reports
 - A. Mrs. James
 - B. Mrs. Richter
- 18) Superintendent's Report
 - A.
 - B.
- 19) Executive Session SDCL 1-25-2 (1) Personnel, SDCL 1-25-2 (2)
- 20) Activities Director Contract
- 21) Adjourn

Example

WATERTOWN SCHOOL DISTRICT #14-4

SCHOOL BOARD MEETING

Monday, July 10, 2023

5:00 PM – Budget Hearing - Watertown District Office

5:30 PM – Regular Meeting

Livestream - <https://www.youtube.com/@watertownschooldistrict14-74/streams>

1. CALL MEETING TO ORDER

2. BUDGET HEARING – 5:00 PM

3. CONVENE FOR REGULAR MEETING

3.1. *Pledge of Allegiance*

4. CONSENT AGENDA

4.1. *Roll Call*

4.2. *Conflicts of Interest*

4.3. *Review/Approval of Agenda*

4.4. *Approve Minutes for June 12, 2023*

4.5. *Receive Financial Reports for June, 2023*

5. DISCUSSION ITEMS - LATC

5.1. *Public Input on Agenda/Non-agenda Items*

6. ACTION ITEMS - LATC

6.1. *Personnel*

6.1.1. Resignations

6.1.2. Contract Recommendations/Addendums

6.2. *Property*

6.2.1. Consider Equipment Bid - Planter Row Unit Upgrade

6.2.2. Consider Equipment Bid - Avionics Upgrades

6.2.3. Consider Equipment Bid - GPS System for Grading Equipment

6.2.4. Consider Equipment Bid - Commercial Airplane (Used)

6.2.5. Consider Equipment Bid - Aircraft Engine Overhauls

6.2.6. Consider Equipment Bid - Aircraft Engine Replacement (Rebuilt)

6.2.7. Consider Sourcewell Cooperative Bid - Lowboy Transport Trailer

6.2.8. Consider Sourcewell Cooperative Bid - Side-Dump Construction Trailer

6.2.9. Consider State Contracted Furniture Bid

6.2.10. Authority to Bid Equipment

6.2.11. Consider Department of Labor and Regulation Agreement

7. DISCUSSION ITEMS – 14-4

7.1. *Public Input on Agenda/Non-agenda Items*

7.2. *Northeast Technical High School Report*

8. ACTION ITEMS – 14-4

8.1. *Approval of Bills*

Example

8.2. *Personnel*

8.2.1. Resignations

8.2.2. Contract Recommendations/Addendums

8.3. *Property*

8.3.1. Consider Project Success MOU with Human Service Agency

8.3.2. Consider Engagement for FY23 Audit Services

8.4. *Consider Division I Representative for SDHSAA*

8.5. *Consider Division III Representative for SDHSAA*

8.6. *Approve 2023-2024 Budget and Levy Resolution*

8.7. *Canvass/Approve 2023 School Board Election Results*

8.8. *Second Reading of Policy*

8.8.1. EFC – School Wellness Policy

8.9. *Student Enrollment Requests*

8.9.1. Open Enrollment

8.9.2. 13-28-10

9. COMMUNICATIONS

9.1. *Administrative Reports*

9.1.1. Fuel Quotes

9.2. *Board Report to Superintendent*

10. APPOINT BUSINESS MANAGER AS TEMPORARY CHAIR OF ORGANIZATIONAL MEETING

11. ADJOURNMENT

**School Board Meeting Agenda
Monday, August 14th, 2023
310 E Harry Street
Castlewood School Room #211
6:00 PM**

Public Input

Call to Order

- | | |
|--------|-------------------------|
| 24-800 | Recognition of Visitors |
| 24-801 | Amendments (if needed) |
| 24-802 | Approval of Agenda |
| 24-803 | Pledge of Allegiance |

Example

Consent Agenda

- | | |
|--------|-----------------------------------|
| 24-804 | Approval of Minutes |
| 24-805 | Approval of Financial Reports |
| 24-806 | Approve Colony Agreement (school) |
| 24-807 | Approve Resignations |
| 24-808 | Approve Contracts |
| 24-809 | Conflict Disclosures |
| 24-810 | Surplus Property |

Discussion Items

- | | |
|--------|--------------------------------------|
| 24-811 | Update from American Trust Insurance |
| 24-812 | Update from First Onsite and ISG |

Action Items

- | | |
|--------|------------------------------------|
| 24-813 | Approval of Claims |
| 24-814 | Approve Fuel Quotes |
| 24-815 | Bond Resolution |
| 24-816 | Junior High Athletic Participation |
| 24-817 | September Meeting Date |

Discussion Items

- | | |
|--------|----------------------------|
| 24-818 | Hamlin School District CTE |
| 24-819 | NESC Report |
| 24-820 | NTHS Report |
| 24-821 | Principal Report |
| 24-822 | Superintendent Report |

Adjournment

Northeast Educational Services Cooperative
Board of Directors Meeting
Monday, July 17, 2023

The Board of Directors for the Northeast Educational Services Cooperative (NESC) met in regular session on Monday, July 17, 2023 via Zoom or at Lake Area Technical College in Watertown, SD. The meeting was called to order by President Schuurman at 7:00 P.M. and adjourned at 7:53 P.M.

Members present:

Megann Murphy, Arlington; Audrey Schuller, Britton-Hecla; Alisha Nielsen, Castlewood; Malory McIntire, Clark; Barb Asleson, De Smet; Laura Crooks, Deubrook; Michelle Prins, Deuel; Arend Schuurman, Elkton; Lisa Lauterhahn, Enemy Swim Day School; Chris Verhoek, Estelline; Jon Kahnke, Florence; Tara Abraham, Hamlin; Carrie Schiernbeck, Oldham/Ramona/Rutland; Lana Sand, Rosholt; Jayme Trygstad, Sioux Valley – entered at 7:05 P.M.; Penny Thyen, Waverly/South Shore; Martin Looyenga, Webster; Tia Felberg, Willow Lake

Absent:

Paula Blue, Henry; Greg Bich, Iroquois; Michelle Kooima, Lake Preston; Lisa Amdahl, Summit; Art Berger Jr., Waubay; Natalie Remund, Wilmot

Others Attending:

NESC Staff Representatives: Kristina Suttan, Jessica Fischer, Christy Busskohl, Teresa Landmark, Stephanie Hayunga and Marisa Freeman – entered at 7:03 P.M.

Member District Superintendents: Mitch Reed, Florence – entered at 7:27 P.M.; Todd Obele, Henry – left at 7:31 P.M.; Dr. Jim Block, Webster – entered at 7:02 P.M.

NESC Administration: Andrea Powell, Director; Tiffany Stormo, Business Manager; Tim Frewing, Assistant Director

Call to Order

President Schuurman called the meeting to order at 7:00 P.M.

Agenda Review, Changes, and Approval

Action #23-89 Motion by C. Verhoek, second by M. McIntire, to approve the agenda with the following changes: change date to July 17, 2023 and remove 6o) Approval of Rick Picasso contracted for school psych. All present voted, motion carried.

Introduction of Guests

Todd Obele, Kristina Suttan, Jessica Fischer, Christy Busskohl, Stephanie Hayunga and Teresa Landmark were introduced as guests.

Public Comment

No public comments were presented.

Conflicts of Interest

No conflicts of interest were presented.

Financial Report

Action #23-90 Motion by M. McIntire, second by A. Nielsen, to approve the financial report for the period ending June 30, 2023. All present voted, motion carried.

	<u>General Fund</u>	<u>Special Education Fund</u>	<u>Agency Fund</u>
June 1, 2023	\$169,729.43	\$1,266,799.30	\$15,091.12
<u>Receipts:</u>			
Local Sources	\$33,983.61	\$150,835.41	\$1,941.63
State Sources		\$3,579.80	
Federal Sources		\$153,341.00	
Other	\$4,599.00	\$6,480.21	
<u>Total Monthly Receipts</u>	<u>\$38,582.61</u>	<u>\$314,236.42</u>	<u>\$1,941.63</u>
Total Gross Receipts	\$208,312.04	\$1,581,035.72	\$17,032.75
Manual Journal Entries			
Less Salaries	\$6,437.41	\$328,049.09	
Less Disbursements	\$14,458.37	\$70,363.16	\$4,402.21
<u>Total Salaries & Disbursements</u>	<u>\$20,895.78</u>	<u>\$398,412.25</u>	<u>\$4,402.21</u>
Ending Cash Balance June 30, 2023	\$187,416.26	\$1,182,623.47	\$12,630.54

Consent Agenda

Action #23-91 Motion by L. Sand, second by A. Schuller to approve the following items on the Consent Agenda: 7a) Approval of June 19, 2023 Board of Directors meeting minutes; 7b) Approval of payment of final 2023 budget claims. All present voted, motion carried.

EOFY2023 Accounts Payable

GENERAL FUND: AUTOMAXX CDJR, INC. FLEET MAINT 94.69; BASS SANITATION INC. APRIL - MAY GARB 13.64; CENEX FLEETCARD FLEET MAINT 1,517.88; CENTURY BUSINESS PRODUCTS, INC COPIER MAINT CONTRACT 10.60; ESTELLINE COMMUNITY OIL CO. FLEET MAINT 46.36; GELLING'S AUTO SERVICE FLEET MAINT 306.58; HAMLIN COUNTY FARMERS COOP FLEET MAINT 60.83; NASP EMPLOYMENT AD 30.06; NEBEL, JAMESON MAY-JUNE LAWN CARE 18.00; NESC SPECIAL REVENUE PROJECTS FY23 4TH QTR EXP MI 812.42; OTTERTAIL POWER CO. ELEC 16.18; PRAIRIE AG PARTNERS FLEET MAINT 54.95; REINHILLER, LISA MTSS TRAVEL 219.21; ROB'S AUTO REPAIR FLEET MAINT 1,089.68; STORMO, TIFFANY ADMIN TRAVEL 8.18; VERIZON WIRELESS JUNE CELL SERVICE 11.46; WATERTOWN PUBLIC OPINION MINUTES 18.22; WEBSTER AUTO CARE FLEET MAINT 190.86

FUND TOTAL: \$4,519.80

SPECIAL EDUCATION FUND: BASS SANITATION INC. APRIL - MAY GARB 137.86; CENTURY BUSINESS PRODUCTS, INC COPIER MAINT CONTRACT 107.20; HUYVAERT, NICOL REIMB SUPP 15.00; MARSHALL CO. HEALTHCARE CENTER PT/OT SERVICES 2,009.42; NASP EMPLOYMENT AD 303.94; NEBEL, JAMESON MAY-JUNE LAWN CARE 182.00; NESC SPECIAL REVENUE PROJECTS FY23 4TH QTR EXP MI 48,162.26; OTTERTAIL POWER CO. ELEC 163.61; SANFORD WEBSTER MEDICAL CENTER OT SERVICES 3,260.48; STORMO, TIFFANY ADMIN TRAVEL 82.66; VERIZON WIRELESS JUNE CELL SERVICE 195.88; WATERTOWN PUBLIC OPINION MINUTES 184.18

FUND TOTAL: \$54,804.49

Appoint Business Manager as President Pro-Tem

Action #23-92 Motion by C. Verhoek, second by M. Prins to nominate T. Stormo for President Pro-Tem. Motion by C. Verhoek, second by M. Prins, nominations cease, and unanimous ballot be cast for T. Stormo. All present voted, motion carried.

Adjourn meeting for Fiscal Year 2023

Action #23-93 With there being no further business to come before the Board of Directors for FY23, Motion by A. Nielsen, second by C. Verhoek to adjourn the final Board of Directors meeting for FY23 at 7:07 P.M. All present voted, motion carried.

NESC Board of Directors

Annual Reorganization Meeting

The annual reorganization meeting for FY24 was called to order by President Pro-Tem Stormo at 7:08 P.M.

Election of Officers for Fiscal Year 2024

Office of the President

Action #24-1 Motion by C. Verhoek, second by M. McIntire to nominate A. Schuurman for the office of President. Motion by A. Schuller, second by A. Nielsen, nominations cease, and unanimous ballot be cast for A. Schuurman. All present voted, motion carried.

Office of the Vice-President

Action #24-2 Motion by C. Verhoek, second by M. Prins to nominate P. Thyen for the office of Vice-President. Motion by T. Abraham, second by A. Nielsen, nominations cease, and unanimous ballot be cast for P. Thyen. All present voted, motion carried.

NESC 2023-2024 Budget Hearing

President Schuurman declared the budget hearing open at 7:10 P.M. Business Manager Stormo presented the budget, and President Schuurman declared the budget hearing closed at 7:15 P.M.

Adopt FY 2024 budget

Action #24-3 Motion by C. Verhoek, second by M. McIntire to adopt the FY24 budget as presented. All present voted, motion carried.

The changes to the preliminary published budget are as follows:

Appropriations:

Special Education Fund:

Psychological Services - \$1,011,571.84; IDEA Part B 611 Private - \$4,206.00

Means of Finance:

Special Education Fund:

Assessments - \$1,686,650.39; Fund Balance \$450,000.00; IDEA Part B 611 Private - \$4,206.00

Consent Agenda

Action #24-4 Motion by C. Verhoek, second by M. McIntire to approve the following items on the consent agenda: 6a) Approval of July 2023 claims; 6b) Designate Official Depository-Reliabank, Hayti, SD; 6c) Authorize official newspaper – Watertown Public Opinion; 6d) Designate Business Manager as official custodian of accounts; 6e) Adopt travel rates: i) In state-\$0.51 per mile, \$6 breakfast, \$14 noon lunch, \$20 dinner, actual cost for lodging; ii) Out of state --\$.51 per mile, \$10 breakfast, \$18 noon lunch, \$28 dinner; actual cost for lodging; 6f) Appoint Title IX and 504 Coordinator-Tim Frewing; 6g)

Appoint Director Powell and Business Manager Stormo as Federal Program Agents; 6h) Designate purchasing agents- Director Powell & Business Manager Stormo; 6i) Set Board of Director's pay for Special Committees-\$60 per meeting; \$0.51 per mile; 6j) Approval of contracts: Kayla Miller, academic evaluator - \$54,308.00 – 176 days; Chelsey Karst – Paraprofessional - \$20.90/hour. 6k) Approval of resignation effective end of FY24 – Rita Wiese – Speech Language Pathologist; 6l) Approval of 9 month payout – Rita Wiese; 6m) Approval of Ted Williams and Stephanie Sorenson contract for psych services; 6n) Approval of Jay Trehaile contract; 6p) Approval to use signature stamp for Business Manager Stormo and Board President Schuurman. All present voted, motion carried.

The board would like to thank Rita Wiese for your 37 years of service at NESC and wish you well going forward.

July 2023 Accounts Payable

General Fund: ASBSD FY24 DUES 69.75; CEC T.F. MEMBER 12.60; CPI T.F. MEMBER 18.00; DUST TEX SERVICE, INC. JULY RUG RENT 5.40; EMC INSURANCE FY24 INS COV 5,982.30; FIRST DAKOTA INDEMNITY COMPANY FY24 WORK COMP 728.37; HEALTH EQUITY HSA/FLEX 3.21; NESC PAYROLL JULY 2023 3,572.68; RELIABANK DEPOSIT BOX 1.35; SASD A.P., T.F., T.S. MEMBER/SDSSA SUPT CONF REGIS 201.06; SOFTWARE UNLIMITED FY24 SOFTWARE FEE 513.00; TIME MANAGEMENT SYSTEMS, INC TIME CLOCK 1.88; TOWN OF HAYTI WATER 27.27

Fund Total: \$11,136.87

Special Education Fund: ASBSD FY24 DUES 705.25; CEC T.F. MEMBER 127.40; CPI T.F. MEMBER 382.00; DUST TEX SERVICE, INC. JULY RUG RENTAL 54.59; EMC INSURANCE FY24 INS COV 60,487.70; FIRST DAKOTA INDEMNITY COMPANY FY24 WORK COMP 7,364.63; GIGOV, ROBIN JUNE 23 ESY MI 17.14; HEALTH EQUITY HSA/FLEX 32.49; KOGEL, SHERI JUNE 23 ESY MI 201.60; MARTIAN, EMILY JUNE 23 ESY MI 282.24; PARENT JUNE 23 ESY MI 30.24; NESC PAYROLL JULY 2023 335,449.28; OLSON, KIMBERLY JUNE 23 ESY MI 173.88; RELIABANK DEPOSIT BOX 13.65; SASD A.P., T.F., T.S. MEMBER/ SDSSA SUPT CONF REGIS 2,032.94; SOFTWARE UNLIMITED FY24 SOFTWARE FEE 5,187.00; TIME MANAGEMENT SYSTEMS, INC TIME CLOCK 102.82; TOWN OF HAYTI WATER 275.73; WIESE, RITA JUNE 23 ESY MI 44.94

Fund Total: \$412,965.52

Discussion Items

Assistant Director's Report

Assistant Director Frewing gave his report.

Director's Report

Director Powell gave her monthly report.

NESC Board of Directors – District representatives

Discussion was held on districts preferred method for receiving board information for FY24.

Edmentum Contract Amendment

Director Powell discussed the amended Edmentum Contract.

Bylaws and Policy Handbook Discussion

Assistant Director Frewing discussed changes to the Bylaws and Policy Handbook.

Executive Session

Action #24-5 Pursuant to – Personal SDCL 1-25-2(1) Discussing the qualifications, competence, performance, character or fitness of any public officer or employee or prospective public officer or employee. Motion by M. McIntire, second by A. Nielsen to enter executive session at 7:35 P.M. All present voting in favor, motion carried.

President Schuurman declared the board out of executive session at 7:47 P.M.

Action Items

Approval of Contract Amendment -- Lisa Reinhiller

Action #24-6 Motion by C. Verhoek, second by L. Sand to approve Lisa Reinhiller contract amendment updating contract dates and years of experience. All present voted, motion carried.

Approval of Edmentum Contract Amendment

Action #24-7 Motion by M. McIntire, second by A. Nielsen to approve Edmentum contract amendment. All present voted, motion carried.

Approval to Designate Legal Counsel

Action #24-8 Motion by C. Verhoek, second by M. Prins to approve designating Rodney Freeman to primary and KSB School Law as secondary for legal counsel. All present voted, motion carried.

Approval of Bylaws and Policy Handbook

Action #24-9 Motion by M. McIntire, second by A. Nielsen to approve changes to Bylaws and Policy Handbook with addition of Cannabis Policy approved in December 2021 to be added. All present voted, motion carried.

Adjournment

Action #24-10 With there being no further business, motion by T. Abraham, second by T. Trygstad, to adjourn. All present voted, motion carried.

The next NESC Board of Directors meeting will be held at Lake Area Technical College in Watertown, SD on Monday, August 21, 2023 at 7:00 P.M.

Arend Schuurman, President

Tiffany Stormo, Business Manager

ADMINISTRATION: Andrea Powell 130,000.00; Tiffany Stormo 70,000.00; Tim Frewing 87,520.88; Tammy Anderson 19.73/hr; Michelle Pakkala 17.50/hr; CUSTODIAN: Geraldine Binde 19.50/hr; EDUCATIONAL SPECIALIST: Lisa Reinhiller 50,007.05; TECHNOLOGY COORDINATOR/EDUCATIONAL SPECIALIST: Brenda Boyd 71,432.07; SPEECH THERAPY: Christy Busskohl 76,045.76; Jennifer Deutsch 76,045.76; Angel Dubro 50,939.02; Marisa Freeman 63,546.44; Heather Hansen 65,223.61; Alysha Johnson 38,347.46; Cheryl Keller-Knudson 79,246.87; Megan Liljegren 63,546.44 ; Nicole Nedved 61,350.50; Marci Saathoff 58,214.61; Rochelle Schmidt 61,986.29; Mindy Schwinger 67,230.00; Debra Tiefenthaler 79,246.87; Rita Wiese 64,543.28; SPEECH THERAPIST ASSISTANTS: Mallory Mattern 38,134.80; Brandi Ziebart 39,868.20; CENTER BASE: Lindsay Edwards 53,041.32; Chris Lather 58,809.16; Sara Lorensberg 70,561.39; Cody Swenson 51,197.40; EARLY CHILDHOOD: Debra Jensen 64,823.34; Karlette Juhnke 65,698.88; Teresa Landmark 59,196.46; Wendi Lindner 64,823.34; Julie Nelson 64,499.44; SCHOOL PSYCHOLOGISTS: Melissa Gent 71,461.32; JodyAnn Jongeling 82,093.86; Maria Meyer 61,570.40; Robin Schwandt 77,664.18; Shelly Skogstad 75,286.01; PSYCHOLOGICAL EXAMINERS: Jessica Fischer 59,639.30; Nikki Heggelund 59,639.30; ACADEMIC EVALUATOR: Christina Flora 54,810.00; Jody Gary 34,992.00; PHYSICAL THERAPISTS: Nancy Crump 88,506.98; Kristina Suttan 76,334.45; PHYSICAL THERAPISTS ASSISTANT:

Kristy Boettcher 54,082.08; OCCUPATIONAL THERAPISTS: Stephanie Hayunga 65,485.70; Nicol Huyvaert 75,413.89; Nicole Stulken 61,624.75; OCCUPATIONAL THERAPISTS ASSISTANTS: Morgan Anderson 40,815.79; Kelsey Kringen 44,547.58; CENTER BASE PARA EDUCATORS: Shelby Guerdet 21.40/hr; Bailly Mack 20.40/hr; Michelle Meier 19.75/hr; Megan Menzel 17.80/hr; Leslie Olson 18.10/hr; Shari Peckenpaugh 22.00/hr; Sarah Sichmeller 21.35/hr; Jeff Sikkink 17.80/hr; EXTENDED SCHOOL YEAR: Ashley Bain 15.95/hr; Pam Bauer 48.73/hr; Christy Busckohl 50.01/hr; Jennifer Deutsch 50.01/hr; Angel Dubro 38.95/hr; Marisa Freeman 41.79/hr; Robin Gigov 37.73/hr; Heather Hansen 42.89/hr; Gunner Haug 31.12/hr; Debra Jensen 42.63/hr; Alysha Johnson 42.03/hr; Julie Jones 15.80/hr; Karlette Juhnke 43.20/hr; Cheryl Keller-Knudson 52.11/hr; Sheri Kogel 15.80/hr; Teresa Landmark 38.93/hr; Chris Lather 38.02/hr; Wendi Lindner 42.63/hr; Sara Lorensberg 46.40/hr; Bailly Mack 16.68/hr; Emily Martian 34.61/hr; Gabrielle Moes 15.90/hr; Nicole Nedved 33.08/hr; Julie Nelson 42.42/hr; Kim Olson 34.88/hr; Leslie Olson 15.90/hr; Natasha Opp 31.00/hr; Marci Saathoff 42.54/hr; Rochelle Schmidt 40.76/hr; Angie Scotting 33.67/hr; Kelly Short 33.84/hr; Sara Sichmeller 15.90/hr; Cody Swenson 33.67/hr; Debra Tiefenthaler 52.11/hr; Lindsey West 35.52/hr; Rita Wiese 42.44/hr