Deuel School District #19-4 School Board Meeting Agenda
Monday, December 9, 2024, 6:00 p.m. in Room 311

CALL TO ORDER

ADOPT THE AGENDA

MISSION & VISION STATEMENTS
Jaycee Hourigan

PUBLIC COMMENT/VISITORS
Hannah Lunden

CONFLICT OF INTEREST DISCLOSURES

CONSENT AGENDA ITEMS
1 – Minutes – Regular Meeting November 11, 2024
2 – November 2024 Payroll

OLD BUSINESS

NEW BUSINESS
Financial Report for the Month Ending November 30, 2024
Policy DK-PAYMENT PROCEDURES
Tim Weltzin, Volunteer Wrestling Coach
2019 IC CE Used Bus – $74,000.00
November 2024 Bills

REPORTS
Superintendent Schiernbeck
Principal Hahn
Principal Rahlf
Athletic Director Rahlf
Business Manager Schmahl
NESC Representative Gubrud

NEXT MEETING

OTHER BUSINESS – Items not on the agenda may not be voted on at this meeting

Executive Session pursuant to SDCL 1-25-2(1) for Personnel

ADJOURN

Deuel School District #19-4 School Board Meeting Minutes
Monday, November 11, 2024

The regular meeting of the Deuel School District Board of Education was called to order on Monday, November 11, 2024, at 6:00 p.m. by Chairperson Nielsen. Members present included Danay Nielsen, Wade Gubrud, Leah Schwiesow, Tony Konold, and Joel Brandt. Others present included Superintendent Schiernbeck, Principal Hahn, Principal and Athletic Director Rahlf, Business Manager Schmahl, Asher Bauman, and Katie Hinker.

Action 11A-1
Motion by Gubrud, seconded by Schwiesow to adopt the agenda as presented. All present voted aye. Motion carried.

The Mission & Vision Statements were read by Asher Bauman.

There was no public comment.

Katie Hinker, HS Science Teacher, talked about the new student group that has been formed at Deuel School. HOSA Future Health Professionals is an organization that promotes career opportunities in healthcare. The 27 students who have joined HOSA will have the opportunity to compete at the State Conference in April.

There were no Conflict-of-Interest Disclosures.

Action 11A-2
Motion by Konold, seconded by Brandt to approve the consent agenda as follows: Minutes of the Regular Meeting October 14, 2024, and October 2024 Payroll - General Fund $332,723.89, Special Education $81,485.72, Food Service $17,848.02, and Drivers Ed $245.47. All present voted aye. Motion carried.

The Strategic Plan has been updated and will be published.

Action 11A-3
Motion by Brandt, seconded by Schwiesow to approve ordering a 71-passenger bus to be put in the 2025-2026 budget. All present voted aye. Motion carried.

Action 11A-4
Motion by Gubrud, seconded by Brandt to approve the financial report for the month ending October 31, 2024. All present voted aye. Motion carried.

	General Fund	Capital Outlay	Capital Projects	Special Education	Food Service	Other Enterprise	Trust and Agency	Private Purpose Trust	Total
Balance 10.1.24	1,112,161.06	1,978,423.97	182,163.83	359,838.72	(47,438.31)	(1,782.48)	115,125.12	68,404.06	3,766,895.97
Receipts:									
Local	84,108.28	41,914.45	-	19,675.07	24,565.11	-	144,686.92	-	314,949.83
State	149,362.00	-	-	-	-	-	-	-	149,362.00
Federal	1,437.00	50,486.00	-	226.72	6,726.59	-	-	-	58,876.31
Other	-	-	-	-	-	-	-	-	-
Total Receipts	234,907.28	92,400.45	-	19,901.79	31,291.70	-	144,686.92	-	523,188.14
G.L. Entries	-	-	-	-	-	-	-	-	-
Disbursements:									
Accts. Payable	50,185.50	153,476.03	-	12,175.01	21,322.00	-	71,101.07	-	308,259.61
Hourly Payroll	75,447.62	-	-	48,520.36	17,848.02	245.47	-	-	142,061.47
Contracted Payroll	257,276.27	-	-	32,965.36	-	-	-	-	290,241.63
P-Card	3,539.78	861.70	-	99.72	-	-	609.84	-	5,111.04
Flex/HS Deducts	-	-	-	-	-	-	427.03	-	427.03
Prior Adj	-	-	-	-	-	-	(250.00)	-	(250.00)
CO Cert Pmts	-	-	-	-	-	-	-	-	-
Pre-Paids	27.91	-	-	-	512.37	-	-	-	540.28
Total Disbursements	386,477.08	154,337.73	-	93,760.45	39,682.39	245.47	71,887.94	-	746,391.06
Balance 10.31.24	960,591.26	1,916,486.69	182,163.83	285,980.06	(55,829.00)	(2,027.95)	187,924.10	68,404.06	3,543,693.05

Action 11A-5
Motion by Schwiesow, seconded by Brandt to approve payment of the October 2024 bills. All present voted aye. Motion carried.

Action 11A-6
Motion by Konold, seconded by Schwiesow to approve the following policy:
GCDB: Criminal Background Checks and Policy Exhibit GCDB-E(1): Criminal Background Checks Noncriminal Justice Applicant's Privacy Rights (AMEND)
All present voted aye. Motion carried.

Action 11A-7
Motion by Brandt, seconded by Konold to approve Mike Fokken as MS Wresting Coach with a stipend of $2,566.00. All present voted aye. Motion carried.

Superintendent Schiernbeck's report included: CSI; bus rebate; Academic meeting; State Report Card; State of the District; Together we are Deuel; IM28; Veterans Day; and LAN (Legislative Action Network). The next regular board meeting will be Monday, December 9th at 6:00 p.m.

Principal Hahn's report included: Conference attendance; Financial Aid night; Staff Recognition- Mrs. Kellen, HS SPED and MS Self Contained; Anti-Bullying/Harassment Education on November 21st with the 6th grade class; Middle School Students of the Month: ELA – Isabelle Regnier, Math – Remington Baumgarn, Science – Gracie Homan, and Social – Kooper Swenson; High School Students of the Month: ELA – Hannah Cutshaw, Math – Kaleb TeKrony, Science – Aiden Sievers, Social – Presley Zehnpfennig, Music – Kenton Timmons, CTE – Triston Faeth, and Art – Kolten Fieber; and Cardinal Card Recognition - MS – 14 students and HS – 30 students.

Principal Rahlf's report included: Elementary October Students of the month K-Anson Washenberger, 1st-Marley Love, 2nd-Wren Needham, 3rd-Kalex Greene, 4th-Evelyn Dailey and 5th-Caleb Fieber; October Card Winners: Rachel Bolden, Hooley Salzer, Mason Decker, Granite Eastman, and Elise Alva; Staff Recognition - Mrs. Folk; Spelling Bee will be held by the CCC - Round 1- Thursday, November 7th, this round is open to all students who sign up on the google form, this round will consist of a selection of 20-25 words from the word list in a written test, the top 5

students from each grade will advance to Round 2; Round 2- Wednesday, November 20th, the top 5 spellers from grade 1-2 will compete with written spelling portions of the Spelling Bee, the top 5 Spellers from grade 3-8 will compete with written spelling portions of the Spelling Bee, awards will be given to the top three spellers from each grade; Round 3- Thursday, December 12th, this is only for grades 5th – 8th, this round will consist of 15 words from the list and given in as a verbal test, the top 3 spellers from 5th-8th grade will advance to the regional Spelling Bee; Conferences - Elementary had 94% of parents attend conferences and those that were not able to attend, teachers have reached out to hold phone conversations, or set up a different time to come in.; and Back to School Fair Survey Results.

Athletic Director Rahlf's report included: Deuel Drama Club to hold their performance of Mary Poppens Jr. on Nov. 15th and 16th at 7:00 p.m., they will also hold a test run for the elementary students on Thursday Nov. 14th and will be traveling to Canby to perform as well; State Cross Country - Congratulations to Jaycee Hourigan for finishing 24th at the state cross country meet and for reaching the podium the last 4 years; LCC All Conference Volleyball - Ella Kerkvliet; ECC Football – ECC All Conference: Gabe Sather – Senior, Reed VanWormer – Senior, and Gavin Kloos – Sophomore, ECC Honorable Mention: Ethan Prins - Junior; NEC Football – NEC All Conference: Gabe Sather – Senior, Reed VanWormer – Senior, and Gavin Kloos – Sophomore, NEC Honorable Mention: Ethan Prins – Junior and Carson Marko – Junior; and Congratulations to all these student athletes and coaches on their recognition.

Business Manager Schmahl's report included: ESSER III reimbursement; Finance Meeting; 2023-2024 Audit; ESSER Onsite Review; and FRAM Verification.

NESC Representative Gubrud reported on the October 21, 2024, meeting.

Next meeting will be December 9, at 6:00 p.m. in Room 311.

Action 11A-8
Motion by Gubrud, seconded by Brandt to enter into Executive Session pursuant to SDCL 1-25-2(5) for Pricing Strategies at 7:09 p.m. All present voted aye. Motion carried.

Chairperson Nielsen declared the board out of Executive Session at 7:33 p.m.

Action 11A-9
Motion by Schwiesow, seconded by Konold to adjourn at 7:33 p.m. All present voted aye. Motion carried.

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Ellen Schmahl, Business Manager Danay Nielsen, Chairperson

November 2024 Payroll

Hourly	General	Spec. Ed.	Food Serv	Other Ent.
OASI	$ 9,571.56	$ 5,313.20	$ 2,299.04	$ 33.02
FIT	$ 2,497.43	$ 902.70	$ 212.69	$ 1.78
INS	$ 6,565.06	$ 13,399.95	$ 2,404.95	$ -
SDRS	$ 4,993.04	$ 4,144.86	$ 1,589.44	$ 25.92
OD	$ 714.66	$ 545.00	$ 200.00	$ -
NET	$ 51,914.33	$ 28,518.37	$ 12,601.41	$ 184.75
TOTAL	$ 76,256.08	$ 52,824.08	$ 19,307.53	$ 245.47
Total Hourly		$ 148,633.16		

Contracted	General	Spec. Ed.	$ -
OASI	$ 30,928.52	$ 3,791.42	$ -
FIT	$ 14,209.57	$ 1,483.51	$ -
INS	$ 27,044.68	$ 4,847.48	$ -
SDRS	$ 24,753.44	$ 3,111.08	$ -
OD	$ 7,184.30	$ 601.70	$ -
NET	$ 153,880.39	$ 19,182.73	$ -
TOTAL	$ 258,000.90	$ 33,017.92	$ -
Total Contracted		$ 291,018.82	
Total Payroll		$ 439,651.98	

DEUEL SCHOOL DISTRICT 19-4
CASH REPORT

	General Fund	Capital Outlay	Capital Projects	Special Education	Food Service	Other Enterprise	Trust and Agency	Private Purpose Trust	Total
Balance 11.1.24	959,795.51	1,917,282.44	182,163.83	285,980.06	(55,829.00)	(2,027.95)	187,924.10	68,404.06	3,543,693.05
Receipts:									
Local	710,381.93	966,140.12	-	293,036.11	21,296.12	-	75,007.04	-	2,065,861.32
State	149,362.00	-	-	-	-	-	-	-	149,362.00
Federal	8,486.00	126,000.00	-	-	22,329.65	-	-	-	156,815.65
Other	-	-	-	-	-	-	-	-	-
Total Receipts	868,229.93	1,092,140.12	-	293,036.11	43,625.77	-	75,007.04	-	2,372,038.97
G.L. Entries	-	-	-	-	-	-	-	-	-
Disbursements:									
Accts. Payable	68,189.38	5,869.92	34,413.98	19,456.79	18,857.05	-	68,430.49	-	215,217.61
Hourly Payroll	76,256.08	-	-	52,824.08	19,307.53	245.47	-	-	148,633.16
Contracted Payroll	258,000.90	-	-	33,017.92	-	-	-	-	291,018.82
P-Card	14,299.21	3,936.70	-	102.39	177.99	-	349.99	-	18,866.28
Flex/HS Deducts	-	-	-	-	-	-	474.48	-	474.48
Prior Adj	(25.00)	-	-	-	-	-	-	-	(25.00)
CO Cert Pmts	-	-	-	-	-	-	-	-	-
Pre-Paids	27.98	-	-	-	383.89	-	-	-	411.87
Total Disbursements	416,748.55	9,806.62	34,413.98	105,401.18	38,726.46	245.47	69,254.96	-	674,597.22
Balance 11.30.24	1,411,276.89	2,999,615.94	147,749.85	473,614.99	(50,929.69)	(2,273.42)	193,676.18	68,404.06	5,241,134.80

	10 GENERAL FUND	21 CAPITAL OUTLAY	22 SPECIAL EDUCATION FUND	41 CAPITAL PROJECTS FUND	51 FOOD SERVICE	53 OTHER ENTERPRISE FUND	Total
Total Assets and Deferred Outflows of Resources							
Current Assets							
101 GF Demand Deposits	22,802.35	(132,855.65)	0.00	225,618.00	(34.40)	(15.98)	115,514.32
102 PAYROLL DEPOSITS	(5,149.87)	0.00	(703.73)	0.00	0.29	11,386.23	5,532.92
105 POOLED FUND DEPOSITS	1,393,624.41	3,132,471.59	474,318.72	(77,868.15)	(50,895.58)	(13,643.67)	4,858,007.32
108 GF Advance Payments	5,356.35	0.00	0.00	0.00	0.00	0.00	5,356.35
110 SPED TAXES RECEIVABLE	171,163.16	159,905.96	84,661.43	0.00	0.00	0.00	415,730.55
112 SPED TAXES RECEIVABLE - PRIOR YEARS	16,016.36	1,335.42	3,711.05	0.00	0.00	0.00	21,062.83
120 011 GF Accounts Receivable Regular	1,546.38	0.00	0.00	0.00	0.00	0.00	1,546.38
120 012 GF Accounts Receivable Collections	0.00	0.00	0.00	0.00	0.00	1,567.78	1,567.78
120 ACCOUNTS RECEIVABLE	0.00	0.00	0.00	0.00	7,508.07	0.00	7,508.07
140 GF Due From Federal Govt	448,551.89	0.00	0.00	0.00	0.00	14,126.00	462,677.89
170 101 SUPPLIES INVENTORY CLEAR LAKE	0.00	0.00	0.00	0.00	167.22	0.00	167.22
171 101 FOOD INVENTORY CLEAR LAKE	0.00	0.00	0.00	0.00	2,301.54	0.00	2,301.54
172 101 COMMODITY INVENTORY CLEAR LAKE	0.00	0.00	0.00	0.00	4,659.97	0.00	4,659.97
196 NET PENSION ASSET	0.00	0.00	0.00	0.00	383.12	24.83	407.95
Current Assets	2,053,911.03	3,160,857.32	561,987.47	147,749.85	(35,909.77)	13,445.19	5,902,041.09
Long-term Assets							
204 EQUIPMENT-LOCAL	0.00	0.00	0.00	0.00	349,430.17	0.00	349,430.17
205 EQUIPMENT-FEDERAL ASSIST.	0.00	0.00	0.00	0.00	2,893.26	0.00	2,893.26
208 ACCUM DEPRECIATION-LOCAL	0.00	0.00	0.00	0.00	(75,375.77)	0.00	(75,375.77)
209 ACCUM DEPR-FEDERAL	0.00	0.00	0.00	0.00	(2,893.26)	0.00	(2,893.26)
Long-term Assets	0.00	0.00	0.00	0.00	274,054.40	0.00	274,054.40
Deferred Outflows of Resources							
252 014 PENSION RELATED DEFERRED OUTFLOWS	0.00	0.00	0.00	0.00	1,872.00	728.00	2,600.00
252 PENSION RELATED DEFERRED OUTFLOWS	0.00	0.00	0.00	0.00	37,844.05	2,491.11	40,335.16
Deferred Outflows of Resources	0.00	0.00	0.00	0.00	39,716.05	3,219.11	42,935.16

	10 GENERAL FUND	21 CAPITAL OUTLAY	22 SPECIAL EDUCATION FUND	41 CAPITAL PROJECTS FUND	51 FOOD SERVICE	53 OTHER ENTERPRISE FUND	Total
Total Assets and Deferred Outflows of Resources	2,053,911.03	3,160,857.32	561,987.47	147,749.85	277,860.68	16,664.30	6,219,030.65
Total Liabilities, Deferred Inflows of Resources, and Fund Equity							
Current Liabilities							
402 ACCOUNTS PAYABLE	251.54	49,994.00	88.20	(147,544.55)	0.00	0.00	(97,210.81)
404 CONTRACTS PAYABLE	58,101.48	0.00	251.64	0.00	213.47	1,080.00	59,646.59
451 FICA PAYABLE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
452 FIT PAYABLE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
453 INSURANCE PAYABLE	993.61	0.00	673.83	0.00	20.68	122.24	1,810.36
454 RETIREMENT PAYABLE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
455 OTHER DEDUCTIONS PAYABLE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
456 TSA PAYABLE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
457 BENEFITS PAYABLE	25,400.08	0.00	12,197.40	0.00	8,744.05	147.42	46,488.95
459 MNSIT PAYABLE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
471 DEPOSITS PAYABLE	0.00	0.00	0.00	0.00	12,091.11	0.00	12,091.11
Current Liabilities	84,746.71	49,994.00	13,211.07	(147,544.55)	21,069.31	1,349.66	22,826.20
Long-term Liabilities							
506 Net OPEB Liability	0.00	0.00	0.00	0.00	13,166.00	5,120.00	18,286.00
559 OTHER DEFERRED INFLOWS	0.00	0.00	0.00	0.00	4,369.54	0.00	4,369.54
Long-term Liabilities	0.00	0.00	0.00	0.00	17,535.54	5,120.00	22,655.54
Other Liabilities							
475 Unearned Revenue	0.00	0.00	0.00	0.00	22,669.02	0.00	22,669.02
Other Liabilities	0.00	0.00	0.00	0.00	22,669.02	0.00	22,669.02
Deferred Inflows of Resources							
551 UNAVAILABLE REVENUE-PROPERTY TAXES	117,223.75	161,242.38	88,372.48	0.00	0.00	0.00	366,838.61
554 014 PENSION RELATED DEFERRED INFLOWS	0.00	0.00	0.00	0.00	0.46	0.00	0.46
554 PENSION RELATED DEFERRED INFLOWS	0.00	0.00	0.00	0.00	22,319.48	1,469.48	23,788.96
559 OTHER DEFERRED INFLOWS	0.00	0.00	0.00	0.00	0.00	1,700.07	1,700.07
Deferred Inflows of Resources	117,223.75	161,242.38	88,372.48	0.00	22,319.94	3,169.55	392,328.10

	10 GENERAL FUND	21 CAPITAL OUTLAY	22 SPECIAL EDUCATION FUND	41 CAPITAL PROJECTS FUND	51 FOOD SERVICE	53 OTHER ENTERPRISE FUND	Total
Fund Balance							
706 TOTAL FIXED ASSETS	0.00	0.00	0.00	0.00	(13,480.60)	0.00	(13,480.60)
707 RESTRICTED NET POSITION	0.00	0.00	0.00	0.00	15,908.23	1,047.39	16,955.62
708 008 UNRESTRICTED NET ASSETS	0.00	0.00	0.00	0.00	0.00	4,420.61	4,420.61
708 080 UNRESTRICTED NET ASSETS	0.00	0.00	0.00	0.00	0.00	51,538.83	51,538.83
708 UNRESTRICTED NET ASSETS	0.00	0.00	0.00	0.00	191,839.24	(49,981.74)	141,857.50
722 005 FUND BALANCE UNDESIGNATED	0.00	0.00	0.00	395,334.02	0.00	0.00	395,334.02
723 RESTRICTED-CAPITAL OUTLAY	0.00	2,949,620.94	0.00	0.00	0.00	0.00	2,949,620.94
724 RESTRICTED-SPEC. ED.	0.00	0.00	460,403.92	0.00	0.00	0.00	460,403.92
749 920 RESTRICTED-PERKINS	(15,145.06)	0.00	0.00	0.00	0.00	0.00	(15,145.06)
753 ASSIGNED-UNEMPLOYMENT	17,707.00	0.00	0.00	0.00	0.00	0.00	17,707.00
760 UNASSIGNED -GENERAL FUND	1,849,378.63	0.00	0.00	(100,039.62)	0.00	0.00	1,749,339.01
Fund Balance	1,851,940.57	2,949,620.94	460,403.92	295,294.40	194,266.87	7,025.09	5,758,551.79
Total Liabilities, Deferred Inflows of Resources, and Fund Equity	2,053,911.03	3,160,857.32	561,987.47	147,749.85	277,860.68	16,664.30	6,219,030.65

Fund: 60 TRUST AND CUSTODIAL

Chart of Account Number	Chart of Account Description	Beginning Balance	Expenses	Revenues	Balance Change	Balance
60 759 804	CLASS OF 2022	(183.91)	0.00	0.00	0.00	(183.91)
60 759 807	FFA	9,188.16	4,503.01	3,154.00	0.00	7,839.15
60 759 808	HS STUDENT COUNCIL	9,916.01	521.78	427.89	0.00	9,822.12
60 759 809	NATIONAL HONOR SOCIETY	1,249.26	0.00	0.00	0.00	1,249.26
60 759 810	KEY CLUB	5,953.84	0.00	45.00	0.00	5,998.84
60 759 811	CLEARING ACCOUNT	2,902.49	187.56	243.29	0.00	2,958.22
60 759 812	ACTIVITY TICKETS	4,151.75	0.00	0.00	0.00	4,151.75
60 759 813	IMPREST FUND	(2,096.00)	6,874.84	8,069.05	0.00	(901.79)
60 759 819	BAND	5,912.53	0.00	0.00	0.00	5,912.53
60 759 822	MENTORSHIP PROGRAM	2,402.84	0.00	0.00	0.00	2,402.84
60 759 823	VOCAL	1,638.46	0.00	0.00	0.00	1,638.46
60 759 825	CHEERLEADERS	1,838.33	0.00	0.00	0.00	1,838.33
60 759 829	LAPTOP DEPOSIT	16,970.56	0.00	247.00	0.00	17,217.56
60 759 831	RACHELS CHALLENGE	4,914.70	0.00	0.00	0.00	4,914.70
60 759 834	Oral Interp	400.00	0.00	0.00	0.00	400.00
60 759 835	BAND TRIP FUND	3,104.94	0.00	0.00	0.00	3,104.94
60 759 836	YEARBOOK STAFF	1,827.34	0.00	0.00	0.00	1,827.34
60 759 837	GYMNASTICS CLUB	68.77	0.00	0.00	0.00	68.77
60 759 838	ART CLUB	1,751.29	0.00	0.00	0.00	1,751.29
60 759 839	SOFTBALL	1,000.00	0.00	0.00	0.00	1,000.00
60 759 840	MEDICAL TRUST	7,488.37	55,371.20	55,078.06	0.00	7,195.23
60 759 853	Play Donation	1,200.00	0.00	0.00	0.00	1,200.00
60 759 854	Deuel Drama Club	843.79	0.00	0.00	0.00	843.79
60 759 855	SPECIAL OLYMPICS	4,632.60	0.00	0.00	0.00	4,632.60
60 759 861	MS STUDENT COUNCIL	3,008.69	325.00	454.75	0.00	3,138.44
60 759 863	BOX TOPS	4,773.23	0.00	0.00	0.00	4,773.23
60 759 864	Class Composites Project	244.48	0.00	0.00	0.00	244.48
60 759 865	CARDNIAL 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	(1,079.50)	0.00	0.00	0.00	(1,079.50)
60 759 870	STUDENT ASSISTANCE	6,352.16	726.94	0.00	0.00	5,625.22
60 759 875	PRESCHOOL PARENTS	1,559.25	0.00	0.00	0.00	1,559.25
60 759 876	SCOREBOARD ADS	78,500.00	0.00	0.00	0.00	78,500.00
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
60 759 901	SPECIAL DONATIONS	4,100.00	0.00	0.00	0.00	4,100.00
60 759 902	GOLF	3,865.72	0.00	0.00	0.00	3,865.72
60 759 903	EDUCATORS RISING	100.00	0.00	0.00	0.00	100.00

Fund: 60 TRUST AND CUSTODIAL

Chart of Account Number	Chart of Account Description	Beginning Balance	Expenses	Revenues	Balance Change	Balance
60 759 904	ESports	1,272.34	0.00	0.00	0.00	1,272.34
60 759 910	SECT. 125 REIMB.	3,298.14	474.48	916.00	0.00	3,739.66
60 759 912	HOSA	130.00	270.15	6,372.00	0.00	6,231.85
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
60 759 925	Class of 2025	553.81	0.00	0.00	0.00	553.81
60 759 926	Class of 2026	(2,425.43)	0.00	0.00	0.00	(2,425.43)
	Fund Total: 60	191,107.71	69,254.96	75,007.04	0.00	196,859.79

Policy DJ: PURCHASING PROCEDURES

Status: ADOPTED

Original Adopted Date: 12/09/2024 **| Last Reviewed Date:** 12/09/2024

Applicability of Policy. This policy applies only to non-construction related purchases undertaken with federal funds which are subject to the federal Uniform Grant Guidance (UGG) and other applicable federal law, including but not limited to the Education Department and General Administration Regulations (EDGAR) and the United States Department of Agriculture (USDA) regulations governing school food service programs. In the event this policy conflicts or is otherwise inconsistent with mandatory provisions of the UGG, EDGAR or other applicable federal law, the mandatory provisions of the laws shall control.
All other non-construction purchases will be governed by the Board's general purchasing policy, which can be found earlier in this subsection. In the event of a conflict between state and federal law, the more stringent requirement shall apply.

This procurement policy shall govern all purchasing activities that relate to any aspect of the National School Lunch and Breakfast Programs. The district's goal is to fully implement all required procurement rules, regulations and policies set forth in 2 CFR 200, 7 CFR parts 210, 3016 and 3019, and by the South Dakota Department of Education.

Responsibility for Purchasing. The authority to make purchases shall be governed by the district's purchasing policy, which can be found elsewhere in this section. Except as otherwise provided in the district's purchasing policy, the acquisition of services, equipment, and supplies shall be centralized in the administration office under the supervision of the superintendent of schools, who shall be responsible for developing and administering the purchasing program of the school district. Purchases or commitments of district funds that are not authorized by this policy will be the responsibility of the person making the commitment.

Methods of Purchasing. The type of purchase procedures required depends on the cost of the item(s) being purchased.

1. Purchases up to $10,000 (Micro-Purchases)

Micro-purchase means an individual procurement transaction for supplies or services using simplified acquisition procedures, the annual aggregate amount of which does not exceed $10,000. Micro-purchases may be made or awarded without soliciting competitive quotations, to the extent district staff determine

that the cost of the purchase is reasonable. For purposes of this policy "reasonable" means the purchase is comparable to market prices for the geographic area.

To the extent practicable, the district distributes micro-purchases equitably among qualified suppliers. The district will follow its standard policy on purchasing, which can be found earlier in this subsection.

2. Purchases between $10,000 and $250,000 (Simplified Acquisition)

Simplified acquisitions are purchases that, in the aggregate amount, is more than $10,000 and less than $250,000 annually. For simplified acquisitions, price or rate quotes shall be obtained in advance from a reasonable number of qualified sources as detailed in the district's standard policies on purchasing and on bid letting and contracts which can be found earlier in this subsection.

3. Purchases Over $250,000

a. Sealed Bids (Formal Advertising)

For purchases over $250,000, the district will generally follow the bidding process outlined in the board's policy on Bidding for Public Improvements.

b. Contract/Price Analysis

The district performs a cost or price analysis in connection with every procurement action in excess of $250,000,

including contract modifications. The district will make an independent estimate of costs prior to receiving bids or proposals.

4. Noncompetitive Proposals (Sole Sourcing)

a. Procurement by noncompetitive proposals is procurement through solicitation of a proposal from only one source and may be used only when one or more of the following circumstances apply:

1. The procurement transaction can only be fulfilled by a single source.
2. The public exigency or emergency for the requirement will not permit a delay resulting from providing public notice of a competitive solicitation.

3. The federal awarding agency or pass-through entity expressly authorizes written approval of noncompetitive proposals in response to a written request from the district; or

4. After solicitation of a number of sources, competition is determined inadequate.

b. Noncompetitive proposals may only be solicited with the approval of the superintendent or the board. Sufficient and appropriate documentation that justifies the sole sourcing decision must be maintained by the superintendent or designee.

c. A cost or price analysis will be performed for noncompetitive proposals when the price exceeds

$250,000.

Use of Purchase (Debit & Credit) Cards. District use of purchase cards is subject to the policy on credit cards.

Federal Procurement System Standards. The district's procurement transactions will be conducted in a manner providing full and open competition consistent with 2 C.F.R §200.319.

The district will maintain and follow general procurement standards consistent with 2 C.F.R. §200.318.

Debarment and Suspension. The district awards contracts only to responsible contractors possessing the ability to perform successfully under the terms and conditions of a proposed procurement. Consideration will be given to such matters as contractor integrity, public policy, compliance, proper classification of employees (see the Fair Labor Standards Act, 29 U.S.C. 201, chapter 8), record of past performance, and financial and technical resources when conducting a procurement transaction.

The district may not subcontract with or award subgrants to any person or company who is debarred or suspended. For all contracts over $25,000 the district verifies that the vendor with whom the district intends to do business with is not excluded or disqualified. 2 C.F.R. Part 200, Appendix II (1) and 2
C.F.R. §§ 180.220 and 180.300.

The district will verify debarment or suspension by revising the excluded parties list on SAM.gov, collecting a certification through the bidding process, and/or by including a debarment and suspension provision in the bid and

contract documents. The Superintendent or his/her designee shall be responsible for such verification.

Settlements of Issues Arising Out of Procurements. The district alone is responsible, in accordance with good administrative practice and sound business judgment, for the settlement of all contractual and administrative issues arising out of procurements. These issues include, but are not limited to, source evaluation, protests, disputes, and claims. These standards do not relieve the district of any contractual responsibilities under its contracts. Violations of law will be referred to the local, state, or federal authority having proper jurisdiction.

Conflict of Interest and Code of Conduct. Board and staff member conflicts of interest are governed by the district's conflict of interest policies. Purchases covered by this policy are subject to the following additional provisions:

1. Employees, officers, and agents engaged in the selection, award, and/or administration of district contracts which are prohibited from engaging in such actions if a real or apparent conflict of interest is present.

2. Such a conflict of interest would arise when the employee, officer, or agent, any member of his or her immediate family, his or her partner, or an organization which employs or is about to employ any of the parties indicated herein, has a financial or other interest in or a tangible personal benefit from a firm considered for a contract.

3. The board may determine at its discretion that a financial interest is not substantial enough to give rise to a conflict of interest.

Favors and Gifts. An employee, officer, agent, and board member of the district may neither solicit nor accept gratuities, favors, or anything of monetary value from contractors or parties to subcontracts, except that this provision does not prohibit the receipt of unsolicited items of nominal value. For purposes of this policy, "nominal value" means a fair market value of $25 or less.

Enforcement. Disciplinary Actions including, but not limited to, counseling, oral reprimand, written reprimand, suspensions without pay, or termination of employment, will be applied for violations of such standards by officers, employees, or agents of the district.

Property Classifications. *Equipment* means tangible personal property (including information technology systems) having a useful life of more than one year and a per-unit acquisition cost which equals or exceeds the lesser of the capitalization level established by the district for financial statement purposes, or $5,000.
Supplies means all tangible personal property other than those described in
§200.33 Equipment. A computing device is a supply if the acquisition cost is less than the lesser of the capitalization level established by the district for financial statement purposes or $5,000, regardless of the length of its useful life. 2 C.F.R. §200.94.
Computing Devices means machines used to acquire, store, analyze, process, and publish data and other information electronically, including accessories (or "peripherals") for printing, transmitting and receiving, or storing electronic information. 2 C.F.R. §200.20.

Capital Assets means tangible or intangible assets used in operations having a useful life of more than one year which are capitalized in accordance with GAAP. Capital assets include:

1. Land, buildings (facilities), equipment, and intellectual property (including software) whether acquired by purchase, construction, manufacture, lease-purchase, exchange, or through capital leases; and

2. Additions, improvements, modifications, replacements, rearrangements, reinstallations, renovations or alterations to capital assets that materially increase their value or useful life (not ordinary repairs and maintenance). 2 C.F.R. §200.1

Inventory Procedure. Newly purchased property shall be received and inspected by the staff member who ordered it to ensure that that it matches the purchase order, invoice, or contract and that it is in acceptable condition. Equipment, Computing Devices, and Capital Assets must be tagged with an identification number, manufacturer, model, name of individual who tagged the item, and date tagged).

Inventory Records. For equipment, computing devices, and capital assets purchased with federal funds, the following information is maintained in the property management system:

1. Serial number;
2. District identification number;
3. Manufacturer;
4. Model;
5. Date tagged and individual who tagged it;
6. Source of funding for the property;
7. Who holds title;
8. Acquisition date and cost of the property;
9. Percentage of federal participation in the project costs for the federal award under which the property was acquired;
10. Location, use and condition of the property; and
11. Any ultimate disposition data including the date of disposal and sale price of the property.

The inventory list shall be adjusted by the superintendent of schools or his/her designee for property that is sold, lost, stolen, cannot be repaired, or that cannot be located.
Physical Inventory. A physical inventory of the property must be taken and the results reconciled with the property records at least once every two years. The Superintendent or his/her designee will ensure that the physical inventory is performed. The physical inventory will generally occur during the months of June or July, but may be conducted during other time periods with the approval of the superintendent.

Maintenance. In accordance with 2 C.F.R. 313(d)(4), the district maintains adequate maintenance procedures to ensure that property is kept in good condition.

Lost or Stolen Items. The district maintains a control system that ensures adequate safeguards are in place to prevent loss, damage, or theft of the property. The district will notify the Federal agency or pass-through entity of any loss, damage, or theft of equipment that will have an impact on the program.

Use of Equipment. Equipment must be used in the program or project for which it was acquired as long as needed, whether or not the project or program continues to be supported by the federal award, and the district will not encumber the property for any non-federal program use without prior approval of the federal awarding agency and the pass-through entity.

Disposal of Equipment. When it is determined that equipment acquired under a federal award is no longer needed for the original project or program or for other activities currently or previously supported by a federal awarding

agency, the Superintendent or his/her designee will contact the awarding agency (or pass-through for a state-administered grant) for disposition instructions.

If the item has a current fair market value of $10,000 or less, it may be retained, sold, or otherwise disposed of with no further obligation to the federal awarding agency or pass-through entity.
Equipment Retention. When included in the terms and conditions of the Federal award, the Federal agency may permit the recipient to retain equipment, or authorize a pass-through entity to permit the recipient to retain equipment, with no further obligation to the Federal Government unless prohibited by Federal statute or regulation.

Financial Management.

Identification. The district will identify, in its accounts, all federal awards received and expended and the federal programs under which they were received. Federal program and award identification include, as applicable, the CFDA title and number, federal award identification number and year, name of the federal agency, and, if applicable, name of the pass-through entity.

Financial Reporting. The district will make an accurate, current, and complete disclosure of the financial results of each federal award or program in accordance with the financial reporting requirements set forth in the Education Department General Administrative Regulations (EDGAR).

Accounting Records. The district maintains records which adequately identify the source and application of funds provided for federally- assisted activities. These records must contain information pertaining to grant or subgrant awards, authorizations, obligations, unobligated balances, assets, expenditures, income and interest and be supported by source documentation.

Internal Controls. The Superintendent or his/her designee must maintain effective control and accountability for all funds, real and personal property, and other assets through board review and approval of claims, an annual audit of the district's finances pursuant to the applicable federal rules and regulations, and comparison of expenditures and outlays to budgeted amounts. The district adequately safeguards all such property and assures that it is used solely for authorized purposes.

Budget Control. Actual expenditures or outlays will be compared with budgeted amounts for each federal award at least annually and more often as required by law or deemed prudent by the board or administrative staff.

Payment Methods. The district will comply with applicable methods and procedures for payment that minimize the time elapsing between the transfer of funds and disbursement by the district, in accordance with the Cash Management Improvement Act at 31 CFR Part 205. Generally, the District receives payment from the South Dakota Department of Education on a reimbursement basis. 2 CFR § 200.305. However, if the district receives an advance in federal grant funds, the district will remit interest earned on the advanced payment quarterly to the federal agency. The district may retain interest amounts up to $500 per year for administrative expenses. 2 CFR § 200.305(b)(9).

Consistent with state and federal requirements, the district will maintain source documentation supporting the federal expenditures (invoices, time sheets, payroll stubs, etc.) and will make such documentation available for the South Dakota Department of Education to review upon request.

Allowability of Costs. Expenditures must be aligned with approved budgeted items. Any changes or variations from the state-approved budget and grant application need prior approval.

When determining how the district will spend its grant funds, the Superintendent or his/her designee will review the proposed cost to determine whether it is an allowable use of federal grant funds before obligating and spending those funds on the proposed good or service. All costs supported by federal education funds must meet the standards outlined in EDGAR, 2 CFR Part 3474 and 2 CFR Part. The Superintendent or his/her designee must consider these factors when making an allowability determination.

The Superintendent or his/her designee will consider Part 200's cost guidelines when federal grant funds are expended. The Superintendent or his/her designee will also consider whether all state - and District- level requirements and policies regarding expenditures have been followed.
Travel Costs. All travel expenses paid with federal grant funds shall meet the federal requirements such as:

1. All travel costs must be reasonable and necessary;
2. All travel costs must be consistent with District policy; and
3. All travel costs must be directly related to the grant award.

In addition, all travel expenses funded with federal grant funds must be preapproved by the District's Business Manager. The state per diem rates for lodging shall be used to determine that maximum amount charged to a federal grant. For reimbursement of meals, the per diem rate and rules set by the State of South Dakota through administrative rule 5:01:02:14 will apply. There will be no reimbursement for breakfast if the staff member's lodging provides continental breakfast at no cost. For reimbursement for mileage of fuel, the State of South Dakota mileage rate will apply. If a District-owned vehicle is available for travel, the district-owned vehicle must be utilized unless preapproved by the Business Manager. All expenditures claimed by staff must include receipts and a completed voucher.

Required Contract Terms. The non-Federal entity's contracts must contain the applicable provisions required by section 200.326 and described in Appendix II to Part 200—Contract Provisions for non-Federal Entity Contracts Under Federal Awards.

Contracting with Certain Vendors and Buy American. Pursuant to the standards contained in 2 C.F.R. § 200.321, the district will take all necessary affirmative steps to assure that minority businesses, women's business enterprises, veteran-owned businesses, and labor surplus area firms are used when possible consistent with state law.

Buy American. The district participates in the National School Lunch Program and School Breakfast Program and is required to use the nonprofit food service funds, to the maximum extent practicable, to buy domestic commodities or products for Program meals. A “domestic commodity or product” is defined as one that is either produced in the U.S. or is processed in the U.S. substantially using agricultural commodities that are produced in the U.S. as provided in 7 CFR 210.21(d).
The district may deviate from this general requirement only if:

- The product is not produced or manufactured in the U.S. in sufficient and reasonably available quantities of a satisfactory quality; or
- Competitive bids reveal the costs of a U.S. product are significantly higher than the non-domestic product.

Record Retention. The district maintains all records that fully show (1) the amount of funds under the grant or subgrant; (2) how the subgrantee uses

those funds; (3) the total cost of each project; (4) the share of the total cost of each project provided from other sources; (5) other records to facilitate an effective audit; and (6) other records to show compliance with federal program requirements. 34 C.F.R. §§ 76.730-.731 and §§ 75.730-.731. The district also maintains records of significant project experiences and results. 34 C.F.R. § 75.732. These records and accounts must be retained and made available for programmatic or financial audit.
The U.S. Department of Education is authorized to recover any federal funds misspent within 5 years before the receipt of a program determination letter.
34 C.F.R. § 81.31(c). However, if any litigation, claim, or audit is started before the expiration of the record retention period, the records will be retained until all litigation, claims, or audit findings involving the records have been resolved and final action taken. 2 C.F.R. § 200.333.

Records will be destroyed in compliance with state law and the South Dakota Local Schools Records Retention and Destruction Schedule. This includes the completion of a Records Disposition Report.
Maintenance of Procurement Records. The district must maintain records sufficient to detail the history of all procurements. These records will include, but are not necessarily limited to, the following: rationale for the method of procurement, selection of contract type, contractor selection or rejection, the basis for the contract price (including a cost or price analysis), and verification that the contractor is not suspended or debarred.
Retention of procurement records shall be in accordance with applicable law and Board policy.

Privacy. The district has protections in place to ensure that the personal information of both students and employees is protected. These include the use of passwords that are changed on a regular basis; staff training on the requirements of the Family Educational Rights and Privacy Act (FERPA) and State confidentiality requirements; and training on identifying whether an individual requesting access to records has the right to the documentation.

Vendor	Description	Invoice Amount
Fund: 10 GENERAL FUND		
A&B PURE WATER	SUPPLIES	172.50
A-OX WELDING SUPPLY CO. INC	SUPPLIES	127.92
ANDOR, INC	REPAIRS & MAINTENANCE	4,758.49
ASBSD	PURCHASED SERVICES	25.00
AUGUST 17TH GOURMET COFFEE & SANDWICH SHOPPE	SUPPLIES	580.00
BJERKE SANITATION	GARBAGE REMOVAL	450.00
CHURCHILL, MANOLIS, FREEMAN, KLUDT, SHELTON & BURNS LLP	PURCHASED SERVICES	84.05
CITY OF CLEAR LAKE	WATER & SEWER	1,030.93
CLEAR LAKE BUILDING CENTER	SUPPLIES	268.06
CLEAR LAKE COURIER	PURCHASED SERVICES	621.66
COMBINED BUILDING SPECIALTIES	REPAIRS & MAINTENANCE	3,802.70
COWBOY COUNTRY STORES	FUEL	17.00
DEUEL COUNTY CENEX	FUEL & SUPPLIES	9,732.90
DEUEL SCHOOL - TRUST & CUSTODIAL	IMPREST FUND REIMBURSEMENT	4,405.72
ECOLAB PEST ELIMINATION SERVICE	PURCHASED SERVICES & SUPPLIES	506.37
FLINN SCIENTIFIC INC	SUPPLIES	311.35
FRITZ CHEVROLET	TIRES & REPAIRS	1,202.77
H2I GROUP	PERKINS	849.00
HILLYARD/SIOUX FALLS	SUPPLIES, REPAIRS & MAINTENANCE	1,170.60
Inspire Learning Solutions, LLC	PURCHASED SERVICES	600.00
ITC	COMMUNICATIONS	650.07
LAKE AREA DOOR	REPAIRS & MAINTENANCE	341.36
Marco Technologies, LLC	EQUIPMENT	200.00
MAYNARDS	SUPPLIES	31.84
NORTHEAST EDUC'L SERVICES COOP	CO-OP SERVICES	25.33
NORTHWESTERN	NATURAL GAS	735.21
OFFICE OF WEIGHTS & MEASURES	PURCHASED SERVICES	56.00
OTTER TAIL POWER COMPANY	ELECTRICITY	53.14
POPPLERS	MUSIC	149.94

Vendor	Description	Invoice Amount
SANFORD HEALTH	PURCHASED SERVICES	809.70
SOUTH DAKOTA ASSOCIATION OF AGRICULTURAL EDUCATORS	PERKINS	65.00
STAPLES	SUPPLIES	547.08
Tea Area School District 41-5	PURCHASED SERVICES	525.00
TESTOUT CORPORATION	PERKINS	99.00
TITAN MACHINERY	REPAIRS & MAINTENANCE	18,613.91
WWTIRE SERVICES	REPAIRS & MAINTENANCE	500.00
XTREME FIRE PROTECTION, LLC	PURCHASED SERVICES	135.00
	Fund Total:	**54,254.60**
Fund: 21 CAPITAL OUTLAY		
A&B BUSINESS SOLUTIONS	COPIER CONTRACT	1,177.67
AED.US, A SAFE LIFE COMPANY	EQUIPMENT	2,021.00
ANDOR, INC	EQUIPMENT	10,159.00
DEUEL SCHOOL - TRUST & CUSTODIAL	IMPREST FUND REIMBURSEMENT	2,403.88
HARLOW'S BUS SALES, INC.	VEHICLES	74,000.00
WATER KING	EQUIPMENT	7,477.81
	Fund Total:	**97,239.36**
Fund: 22 SPECIAL EDUCATION FUND		
MAYNARDS	SUPPLIES	133.31
NORTHEAST EDUC'L SERVICES COOP	CO-OP SERVICES	23,282.82
	Fund Total:	**23,416.13**
Fund: 51 FOOD SERVICE		
CHILD & ADULT NUTRITION SERV.	GROCERIES	2,391.11
DEUEL SCHOOL - TRUST & CUSTODIAL	IMPREST FUND REIMBURSEMENT	65.24
EAST SIDE JERSEY DAIRY, INC	MILK	2,063.28
HILLYARD/SIOUX FALLS	SUPPLIES	460.03
MAYNARDS	GROCERIES	2,470.32
Performance Foodservice	GROCERIES & SUPPLIES	8,060.90
	Fund Total:	**15,510.88**
	Checking Account Total:	**190,420.97**

Checking Account: 1 1

Check Number: 44289 Check Type: Check Check Date: 12/09/2024 Vendor: DEUEL8 DEUEL SCHOOL - TRUST & CUSTODIAL Check Total: 6,874.84

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
35902	11/04/2024		24 VB SEASON	10 6230 000 319	520.00
35903	11/04/2024		24 VB SEASON	10 6230 000 319	455.00
35904	11/04/2024		24 VB SEASON	10 6230 000 319	395.00
35905	11/04/2024		24 VB SEASON	10 6230 000 319	240.00
35906	11/04/2024		24 VB SEASON	10 6230 000 319	285.00
35907	11/04/2024		24 VB SEASON	10 6230 000 319	480.00
35908	11/04/2024		24 VB SEASON	10 6230 000 319	320.00
35909	11/04/2024		24 VB SEASON	10 6230 000 319	15.00
35910	11/04/2024		24 VB SEASON	10 6230 000 319	45.00
35911	11/04/2024		24 VB SEASON	10 6230 000 319	75.00
35912	11/04/2024		24 VB SEASON	10 6230 000 319	75.00
35913	11/04/2024		24 VB SEASON	10 6230 000 319	140.00
35914	11/04/2024		24 VB SEASON	10 6230 000 319	25.00
35915	11/04/2024		24 VB SEASON	10 6230 000 319	40.00
35916	11/04/2024		24 VB SEASON	10 6230 000 319	30.00
35917	11/04/2024		24 VB SEASON	10 6230 000 319	130.00
35918	11/04/2024		24 VB SEASON	10 6230 000 319	75.00
35919	11/04/2024		24 VB SEASON	10 6230 000 319	45.00
35920	11/04/2024		24 VB SEASON	10 6230 000 319	110.00
35921	11/04/2024		24 VB SEASON	10 6230 000 319	160.00
35922	11/04/2024		24 VB SEASON	10 6230 000 319	70.00
35923	11/04/2024		fingerprints	10 2319 000 319	86.50
35925	11/08/2024		DAIRY QUEEN GIFT CARDS	10 2129 113 411	40.00
35929	11/08/2024		SUPPLIES	10 2129 111 411	19.04
35931	11/15/2024		CLASSROOM SUPPLIES	10 1111 000 411	159.32
35932	11/15/2024		CLASSROOM SUPPLIES	10 1111 000 411	191.88
35933	11/15/2024		4 POLE VAULT POLES	21 6911 000 479	2,000.00
35934	11/15/2024		GLUTEN FREE PIZZA	51 2569 000 461	65.24
35938	11/15/2024		MISSED SHIPPING ON BILL	21 1131 000 479	80.00
35943	11/21/2024		SHELF FOR CLOTHING STORAGE	10 2542 000 411	178.98
35944	11/21/2024		XARA RENEWAL	21 2227 000 472	179.88
35944	11/21/2024		FREEPIK RENEWAL	21 2227 000 472	144.00

*Denotes Expensed Invoice Item

Checking Account ID: 1

Total without Voids: 6,874.84

- CSI-
    - Goals/Group Results-
    - Rounding-
    - Strategic Plan/Progress Monitoring-
- Bus Rebate-
- School Calendar-
- Superintendent Legislative Day-

UPCOMING EVENTS

- Regular Board Meeting-Monday, January 13th -6pm

MS/HS Principal Board Report

- Attendance Data
- December Child Count
- Science Fair
- Staff Recognition
- Coffee Cart
- Rounding
- Students of the Month
    - MS
        - ELA – Bladimir Gallardo
        - Math – Mataylah Pope
        - Science – Asher Bauman
        - Social – Savanna Henderson
    - HS
        - ELA – Addison Timmons
        - Math – Brett Hinker
        - Science – Erin Bundy
        - Social – Jack Pederson
        - Music – Riley Sattler
        - CTE – Caden Finnesand
        - Art – Lilly Mabior
    - Cardinal Card Recognition
        - MS – 9
        - HS – 24

Elem. Principal

- Elementary November Students of the month
  - JK - Granite Eastman
  - K - Rhodes Munson
  - 1st - Cora DeBoer
  - 2nd - Kaylee Kloos
  - 3rd - Andee Sime
  - 4th - Levi Ries
  - 5th - Brooklyn Kloos

- October Cardinal Card Winners:
  - Amy Andringa
  - Kollyns Rolfsmeier
  - Brooklyn Kloos
  - Joel Reppe
  - Noah Weidenbach

- Staff Recognition
  - Kitchen Staff

- Staff Morale

- NWEA Maps Testing Window is open.

Athletic Director

- Winter Sports seasons

- E-Sports
  - 14 kids - focusing on League of Legends and Chess

- FFA
  - Qualifiers (had to qualify at districts on November 11th in Doland): Shyla Tvedt (Ag Broadcasting), Gavin Mattson (Ag Broadcasting), Preston Rounds (Extemp Speaking), and Parliamentary Procedure Team (Camdyn Peterreins, Caden Hourigan, Kennedy Harmon, Kennedy Rolfsmeier, Amelia Giese, Kamryn Kreger, Presley Molitor).
  - Competed December 1-2nd in Rapid City, SD
  - Gavin Mattson received 9th place (bronze medal) in Ag Broadcasting
  - Shyla Tvedt received 1st place (gold medal) in Ag Broadcasting beating 23 other state qualifiers to receive 1st
    - Shyla is the first individual SD FFA Leadership Development Event Champion Deuel FFA has ever had.

- Winter Concerts:
  - Thursday December 5th – MS and HS Concert – MS @ 6:30 and HS @ 7:15 – Stage Gym
  - Monday December 12th – JK-2 Music Concert – 6:30 – Stage Gym

Business Manager Board Report

2023-2024 Audit
ESSER Onsite Review
Year End

Northeast Educational Services Cooperative
Advisory Board Meeting
Wednesday, November 6, 2024

The Advisory Board for the Northeast Educational Services Cooperative (NESC) met Wednesday, November 6, 2024 at HyVee in Watertown, South Dakota. The meeting was called to order by President Books at 10:04 A.M. and adjourned at 10:49 A.M.

Present: Brian Sampson, Arlington; Steve Benson, Britton-Hecla; Peter Books, Castlewood; Kim Kludt, Deubrook; Chad Schiernbeck, Deuel; Mitch Reed, Florence – entered at 10:45 A.M.; Jim Hulscher, Hamlin – guest Amy Brandriet; Todd Obele, Henry; Mike Ruth, Iroquois; Dana Felderman, Lake Preston; Dawn Hoeke, Oldham/Ramona/Rutland (ORR); Spencer Oland, Rosholt; Mike Schmidt, Summit; Scott Lepke, Waubay; Jon Meyer, Waverly/South Shore; Jim Block, Webster; Chris Lee, Willow Lake; Larry Hulscher, Wilmot

Absent: Travis Ahrens, Clark; Abi Van Regenmorter, DeSmet; Brian Jandahl, Elkton; Nadine Eastman, Enemy Swim; Paul Vonfischer, Estelline; Laura Schuster, Sioux Valley

Others Attending: Anneke Nelson, Director; Tiffany Stormo, Business Manager; Tim Frewing, Assistant Director

ADVISORY BOARD AGENDA

Call to Order

President Books called the meeting to order at 10:04 A.M.

Approval of Agenda

Motion by S. Lepke and second by S. Benson to approve the agenda as presented. All present voting in favor, motion carried.

Financial Report

Business Manager Stormo reviewed the financial report for September 2024.

Motion by C. Schiernbeck and second by D. Hoeke to approve September 2024 financial report. All present voting in favor, motion carried.

Board of Directors

Director Nelson reviewed the October 2024 BOD meeting.

Center Base Program

Director Nelson discussed she is working on creating a center base name change. She also informed the board that Lake Preston and Castlewood have potential to be at capacity for students.

CPI Discussion

Director Nelson discussed CPI and looking at other possibilities for crisis behavior training for schools.

Manifestation Determination Form

Assistant Director Frewing introduced a new Manifestation Determination form.

FBA Training Date Discussion

Director Nelson discussed the possibility of conducting FBA Trainings in the future.

NESC All Staff Meetings

Director Nelson discussed NESC staff meeting three times per year for professional development.

Director Review Discussion

President Books requested A. Nelson, T. Frewing and T. Stormo to leave the meeting to discuss the process for Director review.

Other

Discussion was held on whooping cough. There will be no meeting in December 2024. The next meeting will be held on January 8, 2024.

Adjournment

There being no further business, motion by J. Hulscher, second by C. Lee to adjourn. All present voting in favor, motion carried.

Tiffany Stormo, Business Manager

Northeast Educational Services Cooperative
Board of Directors Meeting
Monday, November 18, 2024

The Board of Directors for the Northeast Educational Services Cooperative (NESC) met in regular session on Monday, November 18, 2024 via Zoom and 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 7:37 P.M.

Members present:

In-Person:
Megann Murphy, Arlington; Carie Knutson, Deubrook; Arend Schuurman, Elkton; Chris Verhoek, Estelline; Tara Abraham, Hamlin; Audrey Rider, Henry; Penny Thyen, Waverly/South Shore
Zoom:
Audrey Schuller, Britton-Hecla; Malory McIntire, Clark; Jared Tolzin, DeSmet; Wade Gubrud, Deuel; Lisa Lauterhahn, Enemy Swim Day School; Carrie Schiernbeck, ORR; Diane LeClair, Rosholt; Jayme Trygstad, Sioux Valley – joined at 7:32 P.M.; Heidi Pelzel, Wilmot

Absent:

Alisha Nielsen, Castlewood; Jon Kahnke, Florence; Greg Bich, Iroquois; Reid McDaniel, Lake Preston; Lisa Amdahl, Summit; Art Berger Jr. ,Waubay; Martin Looyenga, Webster; Tia Felberg, Willow Lake

Others Attending:

NESC Staff Representatives: Stephanie Hayunga (Z), Nicol Huyvaert (Z), Shelly Skogstad (Z),
Robin Schwandt (Z) - joined at 7:13 P.M.
Member District Superintendents: Travis Ahrens, Clark, Todd Obele, Henry; Kim Kludt; Deubrook (Z)
NESC Administration: Anneke Nelson, Director; Tiffany Stormo, Business Manager; Tim Frewing, Assistant Director

Call to Order

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

Introduction of Guests

Travis Ahrens, Todd Obele, Kim Kludt, Nicol Huyvaert, Shelly Skogstad and Stephanie Hayunga were introduced as guests.

Agenda Review, Changes, and Approval

Action #25-26 Motion by C. Knutson, second by C. Verhoek, to approve the agenda with the removal of 8e) December 2024 virtual only meeting. All present voted, motion carried.

Public Comment

No public comment was presented.

Conflict of Interest

No conflicts of interest were presented.

Financial Report

Action #25-27 Motion by M. Murphy, second by A. Rider, to approve the financial report for the period ending October 31, 2024. All present voted, motion carried.

	General Fund	Special Education Fund	Agency Fund
October 1, 2024	**$200,860.33**	**$878,169.98**	**$9,932.84**
Receipts:			
Local Sources	$93,667.35	$243,152.09	$1,339.98
State Sources		$3,605.02	
Federal Sources		$223,174.00	
Other		$6,648.00	
Total Monthly Receipts	$93,667.35	$476,579.11	$1,339.98
Balance Forward	$294,527.68	$1,354,749.09	$11,272.82
Manual Journal Entries			
Less Salaries	$3,130.14	$381,261.35	
Less Disbursements	$74,796.72	$131,614.23	$-470.65
Total Salaries & Disbursements	$77,926.86	$512,875.58	$-470.65
Ending Cash Balance October 31, 2024	**$216,600.82**	**$841,873.51**	**$11,743.47**

Consent Agenda

Action #25-28 Motion by C. Verhoek, second by T. Abraham to approve the following items on the Consent Agenda: 7a) Approval of October 21, 2024 Board of Directors minutes; 7b) Approval of payment of November 2024 budget claims; 7c) Approval of Resignation – Lacey Sell – Paraprofessional; 7d) Approval of Contract– Kyela Wegleitner – Paraprofessional Webster CB- $18.50/hour; 7e) Approval of Contract– Tiffany Tschakert – Paraprofessional Webster CB - $19.10/hour; 7f) Approval of Contract– Morgan Odegaard – Paraprofessional Lake Preston CB- $20.30/hour; 7g) Approval of Contract– Kayla Klocker – Paraprofessional Castlewood CB- $18.50/hour; Approval of ProCare Therapy Contract $95/hr – virtual OT services; 7i) Approval of Jenkens Living Center Contract $50/hr – COTA services. All present voting in favor, motion carried.

November 2024 Accounts Payable

General Fund: ABC AUTOMATIC BUILDING CONTROLS FIRE ALARM CONTRACT 162.00; ABRA OF BROOKINGS FLEET MAINT 40.00; ANDERSON, PEGGY BACKGROUND CHECK 3.46; BMO MASTERCARD PURCH SVCS, TRAVEL, PHONE, SPLS 362.00; CENEX FLEETCARD FLEET MAINT 7,241.56; CENTURY BUSINESS PRODUCTS, INC COPIER MAINT CONTRACT 10.66; DEUEL CO. CENEX FLEET MAINT 101.00; DUST TEX SERVICE, INC. NOV RUG USE 6.36; EDMENTUM, INC APEX SEATS 435.84; ELO PROF. LLC FY24 AUDIT 564.00; EMC INSURANCE FY25 ADD VEH COV 49.08; ESTELLINE COMMUNITY OIL CO. FLEET MAINT 26.36; GREWE, MAYSEN BACKGROUND CHECK 3.46; HAMLIN COUNTY FARMERS COOP FLEET MAINT 878.51; HEALTH EQUITY HSA/FLEX 3.47; HUYVAERT, NICOL OT TRAVEL/GAS REIMB 30.25; JURGENS OIL FLEET MAINT 60.90; KSB SCHOOL LAW SCHOOL MATTERS 120.00; LINDNER, GAVAN BACKGROUND CHECK/FLEET MAINT 24.18; MINERT & ASSOCIATES, INC DRUG TESTING 1,843.00; NESC IMPREST 26.70; NESC PAYROLL NOV 24 3,203.05; OTTERTAIL POWER CO. ELEC 14.55; PALMLUND AUTOMOTIVE FLEET MAINT 47.15; ROB'S AUTO REPAIR FLEET MAINT 2,139.25; SD DEPT. OF EDUCATION ZOOM LICENSE 3.00; TIME MANAGEMENT SYSTEMS, INC TIME CLOCK 1.94; W.W. TIRE SERVICE FLEET MAINT 162.67; WATERTOWN PUBLIC OPINION MINUTES 136.67; WEBSTER AUTO CARE FLEET MAINT 61.40; WEBSTER TIRE FLEET MAINT 35.00; WEGNER, ANGIE BACKGROUND CHECK 5.06

Fund Total: $17,802.53

Special Education Fund: ABC AUTOMATIC BUILDING CONTROLS FIRE ALARM CONTRACT 138.00; ANDERSON, PEGGY BACKGROUND CHECK 39.79; ARLINGTON SCHOOL DISTRICT PART B 771.93; BMO MASTERCARD PURCH SVCS, TRAVEL, PHONE, SPLS 17,277.17; BOSSE, JENNIFER OCT 24 MI REIMB 47.16; CASTLEWOOD SCHOOL DISTRICT OCT CB USE FEE/PART C 1,164.24; CENTURY BUSINESS PRODUCTS, INC COPIER MAINT CONTRACT 122.64; DEUBROOK SCHOOL DISTRICT PART B&C

887.85; DEUEL SCHOOL DISTRICT PART B&C 781.33; DUST TEX SERVICE, INC. NOV RUG USE 73.19; ELKTON SCHOOL DISTRICT PART B&C 624.24; ELO PROF. LLC FY24 AUDIT 6,486.00; EMC INSURANCE FY25 ADD VEH COV 564.47; ESTELLINE SCHOOL DISTRICT PART B 375.82; FREEMAN, MARISA MI REIMB 39.30; GENT, MELISSA PSYCH TRAVEL 68.00; GRAHAM, TRACI PSYCH TRAVEL 54.00; GREWE, MAYSEN BACKGROUND CHECK 39.79; HAMLIN SCHOOL DISTRICT OCT CB USE FEE 1,116.95; HEALTH EQUITY HSA/FLEX 39.93; HUYVAERT, NICOL OT TRAVEL/GAS REIMB 168.00; IROQUOIS SCHOOL DISTRICT PART C 304.80; KSB SCHOOL LAW SCHOOL MATTERS 1,380.00; LAKE PRESTON SCHOOL DISTRICT OCT CB USE FEE/PART B&C 1,287.06; LILJEGREN, MEGAN ASHA DUES 250.00; LINDNER, GAVAN BACKGROUND CHECK/FLEET MAINT 59.57; PARENT OCT 2024 MI REIMB 172.92; NESC PAYROLL NOV 24 397,189.50; OLDHAM/RAMONA/RUTLAND PART B 778.50; OTTERTAIL POWER CO. ELEC 167.37; REINHILLER, LISA ED SPEC TRAVEL 122.00; SD DEPT. OF EDUCATION ZOOM LICENSE 59.50; SIOUX VALLEY SCHOOL DISTRICT PART C 48.11; SKOGSTAD, SHELLY PSYCH TRAVEL 54.00; SPEECH PARTNERS, LLC SLP CONTRACTED SERVICES 16,751.93; SW/WC SERVICE COOPERATIVE BEHAVIOR ANALYST CONTRACT 23,941.77; TIEFENTHALER, DEBRA ASHA DUES 250.00; TIME MANAGEMENT SYSTEMS, INC TIME CLOCK 119.31; WATERTOWN PUBLIC OPINION MINUTES 11.88; WAUBAY SCHOOL DISTRICT PART C 635.41; WAVERLY SCHOOL DISTRICT PART C 383.38; WEBSTER SCHOOL DISTRICT OCT CB USE FEE 1,234.20; WEGNER, ANGIE BACKGROUND CHECK 58.19; WILLIAMS, THEODORE PSYCH CONTRACTED SERVICES 5,710.14

Fund Total: $481,849.34

Discussion Items

Assistant Director's Report

Assistant Director Frewing has been advertising for staff. He also held departmental meetings for early childhood and speech, focused upon providing sensory interventions during therapy. He's been continuing to conduct staff evaluations, and he also researched and developed a special education process form (for manifestation determinations).

Director's Report

Director Nelson updated the board on the program compliance review. It had good feeback from reviewers. We have new students starting in the Center-Based program and have hired staff to cover for them. She attended a networking event at USD for education majors and made connections with school psychology students.

Board of Advisory

Director Nelson reviewed the Board of Advisor meeting held on November 6, 2024.

Sale of NESC Room to City of Hayti

Discussion was held on the sale of property to the City of Hayti.

Action Items

Approval of NESC Room to City of Hatyi

Action #25-29 Motion by C. Knutson, second by M. Murphy to approve for preparation to sell room. All present voting in favor, motion carried.

Executive Session

Action #25-30 Pursuant to – Personnel 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 C. Verhoek, second by M. Murphy to enter executive session at 7:29 P.M. All present voting in favor, motion carried.

President Schuurman declared the board out of executive session at 7:36 P.M.

Adjournment

Action #25-31 With there being no further business, motion by C. Verhoek, second by C. Knutson, 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, December 16, 2024 at 7:00 P.M.

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Arend Schuurman, President	**Tiffany Stormo, Business Manager**