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BOE Minutes 1/14/19  
Haakon School District 27-1

Haakon School District 27-1  
Board of Education Meeting Minutes  
January 14, 2019

The Board of Education of the Haakon School District 27-1 met in session for a regular meeting on January 14, 2019 at 6:00 p.m. in Room 127 - Library. President Mark Radway called the meeting to order with the following members present: Doug Thorson, Vonda Hamill, Anita Peterson, Mark Radway, Jake Fitzgerald, Brad Kuchenbecker and Scott Brech. Also present: Superintendent Jeff Rieckman, Secondary Principal Mandie Menzel, Business Manager Britni Ross, and Lisa Schofield.

The meeting was opened with the Pledge of Allegiance.

All action taken in the following minutes was by unanimous vote unless otherwise specified.

19-89 Communications from the audience: None

19-90 Motion by Peterson, second by Kuchenbecker to approve the agenda as presented.

19-91 Motion by Thorson, second by Brech to approve the following items on the consent calendar.

Approved the minutes of the December 10, 2018 regular meeting.

Approved the unaudited financial report of December 31, 2018 as follows:

|             | General Fund | Capital Outlay | Special Education | Pension    | Bond      | Building | Scholarships | Food Service | Trust & Agency |
|-------------|--------------|----------------|-------------------|------------|-----------|----------|--------------|--------------|----------------|
| Beg Bal     | 894,265.60   | 661,014.39     | 828,887.50        | 159,607.98 | 0.00      | 0.00     | 192,631.99   | 16,661.62    | 132,048.67     |
| Taxes       | 67,075.99    | 30,592.09      | 17,731.42         |            | 39,183.39 |          |              |              |                |
| Interest    | 1,066.56     | 872.64         | 1,034.24          | 193.92     | 64.64     |          | 99.31        |              | 26.23          |
| Sales       | 1,718.00     |                |                   |            |           |          |              | 5,360.90     | 23,989.15      |
| Pupil Act   | 20.00        |                |                   |            |           |          |              |              | 1,535.85       |
| Donations   |              |                |                   |            |           |          |              |              |                |
| Rentals     | 75.00        |                |                   |            |           |          |              |              |                |
| SD FIT      |              |                |                   |            |           |          |              |              |                |
| Other       | 2,238.43     |                |                   |            |           |          |              |              | 1,746.70       |
| State Funds | 79,286.51    |                |                   |            |           |          |              |              |                |
| Fed Funds   |              |                |                   |            |           |          |              | 4,244.41     |                |
| Total Rec   | 151,480.49   | 31,464.73      | 18,765.66         | 193.92     | 39,248.03 | 0.00     | 99.31        | 9,605.31     | 27,297.93      |
| Transfer    |              | -3,085.15      |                   |            |           | 3,085.15 | -16,058.02   |              | 16,058.02      |
| Payments    | 201,857.68   | 3,489.23       | 41,237.95         |            |           | 3,085.15 |              | 12,494.97    | 61,068.58      |
| Ending Bal  | 843,888.41   | 685,904.74     | 806,415.21        | 159,801.90 | 39,248.03 | 0.00     | 176,673.28   | 13,771.96    | 114,336.04     |

**General Fund Claims Payable January 14, 2019** AFLAC - Insurance Premium - 1267.31, A&B Welding - VoAg Supplies - 61.46, AccuCut - Elementary Supplies - 54.00, Amazon - Ink/Janitorial Supplies - 231.90, Brech, Scott - BOE Mileage - 50.40, Brucklacher, Brigitte - Mileage - Pierre for Leadership Meeting - 70.56, Cenex Harvest States - Bus Fuel - 186.07, City of Philip - Water/Sewer - 355.00, Coyle's SuperValu - BOE/FACS Supplies - 116.37, D&T Auto Parts - Maintenance Supplies - 234.02, Dearborn National - Life Insurance Premiums - 12.60, Delta Dental - Dental Insurance Premiums - 1385.44, Department of Health - Health Nurse Services - 450.00, Department of Health - Water Testing - 644.00, Department of Motor Vehicles - License Plate Fees - 38.15, Dew Drop Inn Motel - Lodging - Wrestling - 392.00, First National

Bank - Safe Deposit Box Rent - 12.00, Fitzgerald, Jake - BOE Mileage - 44.10, Foothills Inn - Lodging - All State Chorus - 455.00, GoldenWest Telecommunications - Telephone - 568.38, Hamill, Vonda - BOE Mileage - 220.92, Hanson Oil - Propane - Milesville - 313.88, Hoag Diesel Service - Bus Repairs - 3632.73, Hometown Computer Services - Technology Repairs - 302.78, Jaymar Business Forms - Tax Forms - 111.75, Jones School Supply - Acalympics Awards - 40.53, Kieffer Sanitation - Garbage Service - 795.00, Lifetouch - Deposit on 2019 Yearbooks - 1641.25, Marc Chemical - Janitorial Supplies - 219.53, McDaniel, Kelsey - Isolation Mileage - 205.80, Mortellaro, Bonnie - Reimburse Dyslexia Training - 50.00, Moses Building Center - Maintenance/VoAg/Shop Supplies - 13.83, North Central - Bus Repairs - 188.55, O'Connor, Laura - Reimburse Dyslexia Training - 50.00, O'Connell Construction - De-Icer - 87.50, Peterson, Anita - BHSSC Meeting - 146.16, Petty Cash - Postage - 59.14, Philip Custom Meats - Beef for FACS Class - 57.00, Philip Hardware - Maintenance/Science/VoAg Supplies - 649.96, Philip Pit Stop - Maintenance/Bus Fuel - 440.01, Philip Trust & Agency - Imprest Reimbursement - 2227.44, Radway, Mark - BOE Mileage - 65.52, Ravellette Publications - Publications - 169.52, ResourceMate - Library Software/Support - 195.00, South Dakota One Call - Locate Tickets - 4.28, Student - Mileage - 292.32, Thorson, Doug - BOE Mileage - 121.80, Wellmark Blue Cross Blue Shield - Health Insurance Premiums - 11618.11, West Central Electric - Electricity - 4719.97, West River Lyman Jones - Rural Water - 62.50, **TOTAL 35331.54; Capital Outlay Claims Payable January 14, 2019** Amazon - Library Books - 59.71, Century Business Products - Copier Lease (December & January) - 872.82, Menards - Cabinets - 403.49, School Specialty - Storage Cabinet - 300.00, **TOTAL 1636.02; SPED Claims Payable January 14, 2019** AFLAC - AFLAC Premiums - 284.44, Children's Care Hospital & School - Residential Tuition - 10450.00, Children's Therapy Services - Occupational Therapy - 1245.00, Children's Therapy Services - Speech Therapy - 3753.75, Dearborn National - Life Insurance Premiums - 4.20, Delta Dental - Dental Insurance Premiums - 232.02, Department of Human Services - Residential Tuition - Match - 12102.27, Hanson, Shelby - Reimburse Dyslexia Training - 50.00, Rhodes, Lexie - Reimburse Dyslexia Training - 50.00, Parent - SPED Mileage - 657.72, **TOTAL 28829.40; Food Service Claims Payable January 14, 2019** AFLAC - Insurance Premiums - 133.12, Cash-Wa - Purchased Foods - 3462.32, Coyle's SuperValu - Purchased Foods - 21.33, Reinhart Foods - Purchased Foods - 922.18, Servall - Linen Care - 61.51, US Foods - Purchased Foods - 1091.28, **TOTAL 5691.74;**

**Hourly wages for Month of December 2018 – 43,664.93; Gross Salaries/Fringe for December 2018–**  
**FUND 10:** Instructional – 112,521.62, Administration – 25,299.32, Support Services – 1,002.41, Extra Curricular – 8,650.62; **FUND 22:** SPED Gross Salaries/Fringe – 620.47.

19-92 Conflicts of Interest: None

19-93 Motion by Hamill, second by Fitzgerald to approve the following personnel action: Erin Fitzgerald, Custodian - \$13.00/hr; Rachel Dale, Custodian - \$13.00/hr.

19-94 Motion by Fitzgerald, second by Peterson to approve the combined election agreement with the City of Philip. The combined election shall be held on April 9, 2019. Elections are being combined to save tax dollars on the cost of individually conducted elections and to encourage a better voter turnout for all entities.

19-95 Motion by Peterson, second by Hamill to approve updates to the following policies: Policy DG : Depository of Funds, Policy DI : Fiscal Accounting and Reporting, and Policy DIE : Audits.

- 19-96 Bids for the Ottumwa land were opened. One bid was received from Mary Schofield in the amount of \$101.00. According to law, any bids considered must be 90% of the appraised value. Appraised value of this property is \$450.00. Motion by Thorson, second by Fitzgerald to reject the bid from Mary Schofield.
- 19-97 Travis Thorn gave a maintenance report. (A) Plumbing in the old girls locker room restroom has been completely redone. (B) We still have some subcontractors on site finishing up small punch list items, and balancing the HVAC system. (C) Discussed the possibility of refinishing the wood gym floor, and what might be a desirable timeline for that project.
- 19-98 Business Manager Britni Ross reported on the following items: (A) Reviewed calendar year-end financials, (B) We have completed the initial portion of our on-site food service review. (C) Petitions for vacant board seats may begin circulating on January 25<sup>th</sup>. They are due back on February 22<sup>nd</sup>. Vacant seats are those held by Doug Thorson and Brad Kuchenbecker. (E) An insurance rep will be onsite to inspect outdated science chemicals and put together proposals for disposal.
- 19-99 Motion by Hamill, second by Peterson to enter into executive session at 6:55pm for legal matters per SDCL 1-25-2(3). Motion by Thorson, second by Peterson to resume meeting at 7:43pm with no action taken.
- 19-100 Anita Peterson gave the BHSSC report.
- 19-101 High School Principal Mandie Menzel reported on the following items: (A) Winter sports are in full swing. (B) 11 groups are asking for gym space, so we are doing our best to accommodate those requests. (C) Senior FFA students are in Denver for the Stock Show. (D) Region One-Act play will perform in Pierre on Wednesday, January 16<sup>th</sup>. Best of luck to all!
- 19-102 Superintendent Jeff Rieckman reported on the following items: (A) Special thanks to Mary Nelson, LaRae Carley, Lacy Puhlman, and Linette Donnelly for all of their help with custodial work through December. Also a special thanks to Johanna Baye for all of the extra help she has provided as we have settled in to the new building and recruited custodial staff. You are all very much appreciated! (B) Will be presenting some information from the ALICE training at the teacher in-service on January 18<sup>th</sup>. (C) I will be out of the office January 23 thru January 29<sup>th</sup>.

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Adjournment at 7:55 PM. Will meet for the next regular meeting on February 11, 2019 at 6:00 PM.

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Britni Ross, Business Manager

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R. Mark Radway, President