

Haakon School District 27-1  
Board of Education Meeting Minutes  
July 13, 2020

The Board of Education of the Haakon School District 27-1 met in session for its annual meeting on July 13, 2020 at 7:00 p.m. in Room 127 - Library. Business Manager Britni Ross called the meeting to order with the following members present: Jeff Gabriel, Doug Thorson, Anita Peterson, Scott Brech and Jake Fitzgerald. Absent: Mark Radway and Jari Spry. Also present: Superintendent Jeff Rieckman, Secondary Principal Mandie Menzel, Business Manager Britni Ross, Lisa Schofield, Don Ravellette, Mary Ravellette, Jessica Wheeler, Chelsea Tobin, and later, Cuddy Gartner.

The meeting was opened with the Pledge of Allegiance.

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

- 21-01      Communications from the audience: None
- 21-02      Motion by Brech, second by Thorson to approve the agenda as presented.
- 21-03      Conflicts of Interest: None
- 21-04      Business Manager Britni Ross administered the oath of office to board members Anita Peterson, Scott Brech, and Doug Thorson (all 3 year terms).
- 21-05      Business Manager Britni Ross conducted the reorganization of the Board for FY 2020-2021. Brech nominated Mark Radway for President of the Board of Education. Motion by Thorson, second by Fitzgerald that nominations cease and a ballot be cast for Radway. After a motion duly made, seconded, and carried unanimously, Radway was declared President. Peterson nominated Fitzgerald for Vice President of the Board of Education. Motion by Brech, second by Gabriel that nominations cease and a ballot be cast for Fitzgerald. After a motion duly made, seconded, and carried unanimously, Fitzgerald was declared Vice President and he then assumed the chair.
- 21-06      Don Ravellette & Mary Ravellette, on behalf of the Pioneer Review, approached the board and administration with questions concerning school/newspaper relations. It is the desire of all involved to be able to share student accomplishments and activities in the local newspaper.

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Haakon School District 27-1

21-07 Motion by Fitzgerald, second by Hamill to approve the following items on the consent calendar.

Approved the minutes of the June 8, 2020 meeting.

Approved the minutes of the June 29, 2020 special meeting.

Approved the unaudited financial report of June 30, 2020 as follows:

	General Fund	Capital Outlay	Special Education	Bond	Food Service	Scholarships	Trust & Agency
Beg Bal	1,009,050.41	929,548.92	574,559.38	189,106.23	6,453.08	150,418.56	135,311.11
Taxes	51,925.53	25,468.39	22,626.99	31,251.95			
Interest	506.89	478.73	323.85	98.55		317.96	29.56
Sales	54.00				1,510.85		
Pupil Act							2,339.00
Donations							
Rentals	575.00						
SD FIT							
Other	2,102.28				25.06		738.82
State Funds	95,220.81						
Fed Funds	70,853.58		79,507.85		1,620.34		
Total Rec	221,238.09	25,947.12	102,458.69	31,350.50	3,156.25	317.96	3,107.38
Transfer							
Payments	225,779.41	4,622.82	58,910.19		6,658.86		3,881.46
Ending Bal	1,004,509.09	950,783.22	610,107.88	220,456.73	2,950.47	150,736.52	134,537.03

**General Fund Claims Payable July 13, 2020** AFLAC - Insurance Premium - 1346.51, Amazon - Business Office Supplies - 42.42, ASBSD - FY 2021 Dues - 1010.15, ASBSD Worker Comp Fund - FY 2021 Worker's Compensation - 7395.00, Brant's Electric - Disconnect Power - VoAg - 138.72, Brech, Scott - BOE Mileage - 67.20, BSN Sports - Football Supplies - 245.12, City of Philip - Water/Sewer - 273.00, Coyle's SuperValu - BOE Supplies - 3.99, D&T Auto Parts - Maintenance Supplies - 62.44, Delta Dental - Dental Insurance Premiums - 1179.20, Department of Environment & Nat - 2020-2021 Wastewater Fee - 600.00, eBoard Solutions - Online Policies Module - 600.00, EBSCO - Library Subscriptions - 191.05, First National Agency - Property/Liability Insurance - 39830.00, Follett - Consumable Textbooks - 3369.73, Gabriel, Jeff - BOE Mileage - 88.20, GoldenWest Telecommunications - Telephone - 553.64, Gopher Sports - PE Supplies - 210.36, Graves IT Solutions - 2020-2021 School Support/Online Backup - 5155.00, Hamill, Vonda - BOE Mileage - 78.96, Hometown Computer Service - Title Laptops - 17000.00, Infinite Campus - Messenger Licensing - 1121.80, Intrado Interactive Services - Web Hosting - 1083.11, IXL Learning - One Year License - 1525.00, Kennedy Implement - Mower Supplies - 26.30, Kieffer Sanitation - Garbage Service - 847.00, Lexia Learning - Lexia Renewal - Title - 4800.00, Marc - Chemicals for Gym Floor Resurface - 2639.50, Mastercard - Weather Station - Insurance Reimbursed - 127.98, McGraw Hill - Math Subscriptions - 500.22, Menzel, Mandie - Reimburse First Aid Class - 35.00, Mequire Chemical Solutions - Gym Floor Resurface - 1035.00, Moses Building Center - Maintenance Supplies - 11.77, NHS Store - National Honor Society Awards - 93.00, Pennington County Courant - Subscription - 38.00, Peterson, Anita - BHSSC Mileage - 219.24, Petty Cash - Postage - 37.25, Philip Hardware - Maintenance Supplies - 291.36, Philip Health Services - Drug Testing - Kroetch - 52.00, Philip Standard - Maintenance Fuel - 135.70, Philip Trust & Agency - Imprest Reimbursement - 902.69, Radway, Mark - BOE Mileage - 65.52, Ravellette Publications - Publications/Advertising - 313.93, Really Good Stuff - Classroom Supplies - 103.92, SASD - Dues - Rieckman, Menzel, Ross - 1663.00, School Specialty - Classroom Supplies - 343.80, SD Teacher Placement Center - Membership - 435.00, SDI Innovations - Student Planners - 1919.40, Shoutpoint, Inc - Messaging Services - 690.00, Smith, Ella - Reimburse First Aid Class - 35.00, Software Unlimited - FY 2021 Software Maintenance - 4400.00, South Dakota One Call - Locate Tickets - 18.90, State of South Dakota - Conference Call Fees - 32.00, TIE - FY 2021 Membership Dues - 936.00, Vowac - Elementary Consumable Workbooks - 6563.00, Wellmark - Health Insurance Premiums - 13914.32, West Central Electric - Electricity - 4100.19, West River Lyman Jones - Rural Water - 40.00, Wilson Language Training - Books Preview Fee - 21.34, TOTAL 130557.93; **Capital Outlay Claims Payable July 13, 2020** BSN Sports - Football Helmets/Track Uniforms/Volleyball Standards - 8959.13, Century Business Products - Copier Lease - 436.41, First National Bank - Contribute to Bus CD - 40000.00, Goodheart-Willcox Publisher -

Carpentry Textbooks - 514.74, Hometown Computer Services - Laptops/Desktops - 54610.00, Houghton Mifflin Harcourt - Elementary Math Curriculum - 37134.88, Philip Hardware - Window A/C & Power Washer - 739.98, United Rentals - Scissor Lift - 8950.00, TOTAL 151,345.14; **SPED Claims Payable July 13, 2020** AFLAC - AFLAC Premiums - 284.44, BHSSC - FY 20-21 Membership - 3000.00, Children's Therapy Services - Speech Therapy Services - 2113.75, Children's Therapy Services - Occupational Therapy Services - 400.00, Delta Dental - Dental Insurance Premiums - 184.42, Hawthorne - Sped Supplies - 161.00, Parent - SPED Mileage - 219.24, Wellmark - Health Insurance Premiums - 599.06, TOTAL 6961.91; **Food Service Claims Payable July 13, 2020** AFLAC - AFLAC Premiums - 133.12, SNA - Membership/Certificate Renewal - 58.50, TOTAL 191.62

**Hourly wages for Month of June 2020** –40,175.75; **Gross Salaries/Fringe for June 2020**– FUND 10: Instructional – 112,897.28, Administration – 25,385.64, Support Services – 1,026.08, Extra Curricular – 6,610.69; FUND 22: SPED Gross Salaries/Fringe – 9,214.63.

21-08 Motion by Peterson, second by Brech to approve the following annual board organization action:

1. Declare First National Bank in Philip as the official depository for school district funds and continuation of accounts.
2. Authorize the Superintendent to act in the absence of the Business Manager.
3. Declare the Pioneer Review as the official newspaper for publications of official school board meetings, advertisements, etc.
4. Set date, time and place of Board meetings as the second Monday of each month at 7:00pm for the months of April-October and 6:00pm for the months of November-March in Room 127 (Library).
5. Appoint Britni Ross as Business Manager and authorize to set bond for Business Manager as required by law.
6. Appoint Britni Ross, Business Manager to be the Administrator of the Custodial Funds.
7. Appoint Jeff Rieckman, Superintendent to Director of Federal Programs.
8. Approve meal prices for the school lunch program for the 2020-2021 school term as follows:
  - a. Student, Regular K-6 : \$3.00
  - b. Student, Regular 7-12 : \$3.25
  - c. Student, Reduced : \$.40
  - d. Adult : \$3.75
  - e. Student Breakfast: \$1.75
  - f. Student Breakfast, Reduced: \$.30
  - g. Adult Breakfast: \$2.25
  - h. Milk : \$.35
9. Declaration of "Parliamentary Procedure at a Glance" in conducting board meetings.
10. Authorize the Business Manager to invest funds to the advantage of the district.
11. Authorize the use of Imprest Fund for referees, travel expenses, co-curricular activities,

postage, freight and other expenses which may require immediate payment.

12. Approve admission prices to activities for 2020-2021 as follows:

- a. Student/Senior Citizen 65+ : \$3.00
- b. Student/Senior Citizen 65+ Season Pass: \$25.00
- c. Adult: \$5.00
- d. Adult Season Pass : \$40.00

13. Appoint Jeff Rieckman, Superintendent as the person responsible for closing school for emergencies, inclement weather, etc.

14. Approve Board Member compensation for attendance at authorized meetings at \$75.00 per meeting plus mileage.

15. Appoint Rodney Freeman as school attorney.

16. Approve participation in the Emergency School Bus Mutual Assistance Pact.

17. Designate Mandie Menzel, Principal as the Section 504 Coordinator.

21-09 Motion by Thorson, second by Brech to table committee appointments until August meeting.

21-10 Motion by Brech, second by Gabriel to name Anita Peterson as the Delegate to the Delegate Assembly of the ASBSD, with Doug Thorson as the alternate.

21-11 Motion by Peterson, second by Thorson to approve publishing the list of employee contracts per SDCL 6-1-10.

21-12 Motion by Peterson, second by Brech to approve the 2020-2021 Certified Negotiated Agreement. This contract includes a 2% increase for each employee based on his or her 2019-2020 salary.

Deferred to 21-22 at 7:30pm for Budget Hearing. Proposed budgets were reviewed and discussed.

21-13 Motion by Thorson, second by Peterson to approve the 2020-2021 Classified Negotiated Agreement. This contract includes a \$.50/hour increase for each employee based on his or her 2019-2020 wage.

21-14 Motion by Brech, second by Peterson to authorize offering certified contracts based on the 2020-2021 Certified Negotiated Agreement.

21-15 Motion by Thorson, second by Gabriel to authorize offering classified contracts based on the 2020-2021 Classified Negotiated Agreement.

- 21-16 Motion by Peterson, second by Gabriel to approve the following open enrollments: OEA156-21: 6<sup>th</sup> grader from Kadoka Area and OEA157-21: 7<sup>th</sup> grader from Kadoka Area.
- 21-17 No bids for barium chloride were received.
- 21-18 Motion by Thorson, second by Peterson to approve the following items as surplus for sale by sealed bid: 2000 Ford F150 and 1989 Ford Tractor. Sealed bids will be accepted in the Business Office until 5:00pm on August 10<sup>th</sup>. Please contact Jeff Rieckman or Coddy Gartner with any questions or to see the equipment.
- 21-19 Motion by Thorson, second by Peterson to approve the consulting services agreement with Graves IT Solutions for FY2021.
- 21-20 Motion by Brech, second by Gabriel to approve the Special Education Comprehensive Plan.
- 21-21 Motion by Peterson, second by Thorson to cast a ballot for Tom Culver in the SDHSAA East River At-Large Representative Runoff election.
- 21-22 Budget Hearing – see above.
- 21-23 Motion by Thorson, second by Brech to accept a proposal from Tem-Tech for \$39,111.00 to install Global Plasma Solutions systems in our HVAC systems. These systems use Needlepoint Bipolar Ionization technology to purify the air by eliminating airborne particulates, pathogens, and odors. This expenditure will be funded by CARES Act funding.
- 21-24 Coddy Gartner gave an update on maintenance projects. The wellhouse was destroyed in a storm, and will be replaced once insurance estimates are complete. McQuirk Ditching will be coming to fix a drainage issue, and Gibson Concrete has been lined up to do some concrete work. Coddy will be meeting with DENR in Rapid City to work on some geothermal reporting.
- 21-25 Motion by Peterson, second by Gabriel to enter into executive session per SDCL 1-25-2(4): Negotiations for administrative contracts at 8:06pm. Motion by Thorson, second by Gabriel to resume meeting at 8:27pm. Motion by Thorson, second by Brech to give a 2% increase to

administrative contracts based on 2019-2020 salaries. Fitzgerald expressed compliments to all of the staff for the unexpected work and learning curve that Covid-19 has created.

21-26 Anita Peterson gave the BHSSC report.

21-27 Britni Ross reported on the following items: (A) The 2020 audit has been scheduled for July 27-30. Auditors expect to come on site and perform their work as normal. (B) We have a new risk management provider through our work comp insurance. Gallagher Bassett Risk Control will be onsite to perform a baseline risk assessment in the coming months.

21-28 High School Principal Mandie Menzel reported on the following items: (A) Dan Hauk will do our annual bus inspections. (B) The wrestling club no longer wishes to provide concessions at the football games. The opportunity has been offered to other in-house groups, with no interest so far. Mrs. Menzel will reach out to outside groups, providing Covid-19 guidance allows concessions to be offered.

21-29 Superintendent Jeff Rieckman reported on the following items: (A) Thank you, Lisa Schofield, for providing the goodies for tonight's meeting. (B) Nothing to report yet on applicant's for the 5<sup>th</sup> grade position. (C) Banner Associates still plans to come onsite to finish writing an O&M Manual for our geothermal system. (D) ASBSD Convention is virtual. Our district has been registered. Login information will be provided to board members once we receive it. (E) Reviewed some guidance issued from the Department of Health and Department of Education regarding Covid-19.

Adjournment at 8:56 PM. Will meet for the next regular meeting on August 10, 2020 at 7:00 PM.

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Britni Ross, Business Manager

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Jake Fitzgerald, Vice President

Pursuant to SDCL 6-1-10, salaries for the Haakon School District employees for FY 2020-2021 are as follows: Lauren Adrian – Elementary Teacher, \$40,217.18; Johanna Baye – Custodian, \$16.55/hour; Barb Bowen – Elementary/JH/HS Teacher, \$53,123.08, Vocal Music, \$2,677.50, Band, \$4,590.00; Brigitte Brucklacher - JH/HS Teacher, \$53,123.08, FCCLA Advisor, \$3,060.00; Skye Brucklacher – Elementary Teacher, \$40,217.18; LaRae Carley – Elementary Paraprofessional, \$14.95/hr; Pamela DeJong – Guidance, \$45,962.77, Student Council Advisor, \$3,060.00, National Honor Society Advisor,

\$1,147.50; Nicole Dennis – Food Service Director, \$22,113.60 (16.26/hr – 1360 hours); Linette Donnelly – Alternative Ed Aide/Library, \$15.10/hr; Matt Donnelly – Elementary/JH/HS Teacher, \$51,333.01, Weight Room, 9.10/hr, Head Wrestling Coach, \$4,207.50; Lana Elshere – SpEd Paraprofessional, \$15.70/hour; Miles Englebert – High School Teacher, \$28,760, Assistant Football, \$2,677.50; Cuddy Gartner – Maintenance Director, \$21.50/hr; Brenda Grenz – Custodian/Assistant Cook, \$16.55/hr; Tracey Hand - JH/HS Teacher, \$48,700.55; Shelby Hanson – High School Special Education, \$39,525.00 and Junior Class Advisor, \$860.63; Reed Johnson, JH/HS Teacher - \$45,052.51, FFA, \$3,060.00; Emma Jurewicz – Art Teacher, \$38,250.00; Kelsey McDaniel – Elementary Teacher at Milesville, \$40,217.18, Rural Teacher Compensation, \$2,700.00; Mandie Menzel – JH/HS Principal, \$61,336.58, Technology Coordinator, \$10,850.00, Athletic Director, \$6,515.66; Karen Nelson – Special Ed Paraprofessional, \$14.80/hr; Mary Nelson – Elementary Paraprofessional, \$16.00/hr; Laura O'Connor – High School Teacher, \$48,946.23, One Act Play, \$1,721.25, All School Play, \$1,912.50; Molly O'Dea – Elementary Teacher, \$40,217.18 and Junior High Volleyball, \$2,295.00; Victoria Pavlas – Title Teacher, \$52,526.39; Lacy Puhlman – Elementary Paraprofessional, \$14.75/hr; Jeff Rieckman – Superintendent, \$67,415.63 and Elementary Principal, \$22,471.88; Britni Ross – Business Manager, \$53,458.86; Lexie Rhodes – Special Education Teacher, \$43,860.00 and Special Education Director, \$5,936.00; April Schofield – Elementary Teacher, \$40,658.31; Lisa Schofield – Administrative Secretary, 2000 hours @ \$15.50/hr; Marie Slovek – Elementary Teacher, \$55,509.86; Deborah Snook – High School Teacher, \$53,123.08; Chandler Sudbeck – JH/HS Teacher, \$38,760.00 and Head Football Coach, \$4,207.50; Danielle Terkildsen – Secretary, \$14.00/hour; Shawna Turner – Elementary Teacher, \$38,250.00; Pat Westerberg – Secretary and Special Education Clerk , \$15.80/hr; Jessica Wheeler – Junior High Teacher, \$54,913.17