

Haakon School District 27-1  
Board of Education Annual Meeting Minutes  
July 11, 2016

The Board of Education of the Haakon School District 27-1 met in regular session for its annual meeting on July 11, 2016 at 7:00 p.m. at the Philip Armory, Room A-1. Business Manager Britni Ross called the meeting to order with the following members present: Jake Fitzgerald, Paulette Ramsey, Anita Peterson, Mark Radway, Doug Thorson, Scott Brech and Brad Kuchenbecker. Also present: Business Manager Britni Ross, Lisa Schofield, and Del Bartels.

The meeting was opened with the Pledge of Allegiance.

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

- 17-01        Communications from the audience: None
- 17-02        Motion by Peterson, second by Thorson to approve the agenda with the following addition: Add 17-08.1: Surplus Cheyenne Playground Equipment.
- 17-03        Britni Ross, Business Manager, administered the Oath of Office to Doug Thorson (3 year term), and Brad Kuchenbecker (3 year term).
- 17-04        Business Manager Britni Ross conducted the reorganization of the Board for FY 2016-2017. Peterson nominated Scott Brech for President of the Board of Education; Ramsey nominated Mark Radway for President. After a ballot was cast, Radway was declared the President by a 4-3 vote. Radway assumed the chair. Kuchenbecker nominated Fitzgerald for Vice President of the Board of Education. Motion by Brech, second by Thorson that nominations cease. After a motion duly made, seconded, and carried unanimously, Fitzgerald was declared Vice President.
- 17-05        Motion by Fitzgerald, second by Peterson to approve the following items on the consent calendar. Approved the minutes of the June 13th meeting.  
Approved the unaudited financial report of June 30, 2016 as follows:

	General Fund	Capital Outlay	Special Education	Pension	Scholarships	Food Service	Trust & Agency
Beg Bal	1,508,376.58	992,987.15	869,329.06	153,693.02	286,793.71	35,592.73	135,875.04
Taxes	164,971.17	238,728.77	79,656.21	23,888.07			
Interest	557.97	408.27	326.61	68.04	314.83		27.35
Sales						2,026.04	1,080.50
Pupil Act	5,166.67						3,454.18
Donations							
Rentals							
Misc							
Other	1,373.12						3,170.94
State Funds	63,817.00						
Fed Funds	772.88		89.00			3,657.17	
Total Rec	236,658.81	239,137.04	80,071.82	23,956.11	314.83	5,683.21	7,732.97
Transfer							
Payments	172,077.38	74,909.60	22,891.61			7,047.80	5,441.85
Ending Bal	1,572,958.01	1,157,214.59	926,509.27	177,649.13	287,108.54	34,228.14	138,166.16

Capital Outlay CDs at June 30, 2016 = \$565,291.98

**General Fund Claims Payable July 11, 2016** AFLAC - Insurance Premium - 791.39, ASBSD - FY 2017 Dues - 902.82, ASBSD Worker Comp Fund - FY 2017 Worker's Compensation - 13318.00, Brech, Scott - BOE Mileage - 100.80, Carley, Ruth - Isolation Mileage - 53.34, Cenex - Weed Killer - 35.00, Century Business Products - Copier Maintenance - 425.00, Coyle's SuperValu - BOE Supplies - 3.99, Dearborn National - Life Insurance Premiums - 42.00, Delta Dental - Dental Insurance Premiums - 1177.34, Department of Enviro/Natural Res - FY 2017 Wastewater Fees - 600.00, EBSCO - Library Publications - 210.70, First National Agency - Property/Liability Insurance - 25065.00, GoldenWest Telecommunications - Telephone - 537.82, Graves IT Solutions - Computer Consulting/Online Backup - 2971.00, Grimms Pump - Circulating Pump - 949.68, Grimm's Pump - Football Field Sprinkler Repairs - 241.10, G-Sports Wrestling - Wrestling Supplies - 1431.60, Haggerty's MusicWorks - Instrument Repair - 168.05, Healy Awards - Banner Lettering - 46.52, MARC Gym Floor Refinishing - 3385.67, McLeod's Printing - Election Supplies/Business Office Supplies - 221.24, Morehart, Keven - Mileage - 671.16, Moses Building Center - Maintenance Supplies - 42.99, Moses Building Center - Maintenance/VoAg Supplies - 1416.04, Pennington Co Courant - One Year Subscription - 38.00, Peterson, Anita - BHSSC Mileage - 146.16, Peterson, Kathy - Reimburse Supplies - 36.65, Petty Cash Reimbursement - Postage - 44.97, Philip Hardware - Maintenance Supplies - 709.94, Philip Pit Stop - Maintenance Fuel - 74.04, Philip Standard - Maintenance Fuel - 172.30, Philip Trust and Agency - Imprest Reimbursement\* - 1173.26, Pioneer Review - Publications - 354.62, Radway, Mark - BOE Mileage - 131.04, Reliance Communications - Web Hosting - 1017.00, Ross, Britni - Reimburse Supplies - 21.71, SASD - Dues - Morehart, Menzel, Ross - 1766.00, SASD - Registration Fee - Legal Seminar (Morehart) - 75.00, SDIAA - Dues - Menzel - 140.00, SDSSA - Conference Registration - Morehart - 150.00, Software Unlimited - FY 2017 Software Maintenance - 3950.00, Sunburst - Type To Learn Subscription - 99.95, Thorson, Doug - BOE Mileage - 77.70, TIE - FY 2017 Membership Dues - 672.00, University of South Dakota - Reading Recovery - 775.00, Wellmark - Health Insurance Premiums - 6800.47, Wex Bank - Fuel Card Fee - 12.00, TOTAL 73246.06; **Capital Outlay Claims Payable July 11, 2016** Century Business Leasing - Copier Lease - 410.34, City of Philip - Water/Sewer - 315.50, First National Bank - Deposit to Bus CD - 30000.00, Hauff Mid-America - Football Helmets - 3176.40, Hostutler, Kerry - Parent Mileage - 1111.32, Kieffer Sanitation - Garbage Service - 884.48, Pearson Education - Textbooks - 1135.24, Philip Pit Stop - Bus Fuel - 174.76, Riddell - Helmet Reconditioning - 891.66, West Central Electric - Electricity - 2428.24, West River Lyman Jones - Rural Water (June) - 82.50, TOTAL 40610.44; **SPED Claims Payable July 11, 2016** AFLAC - AFLAC Premiums - 69.55, ASBSD Worker Comp Fund - FY 2017 Worker's Compensation - 835.00, Cambium - SPED Supplies - 310.43, Children's Care Hospital - Residential Tuition - 9250.00, Children's Therapy Services - SPED Services - 150.00, Dearborn National - Life Insurance Premiums - 8.40, Delta Dental - Dental Insurance Premiums - 322.50, Houghton Mifflin - SPED Supplies - 92.40, Parent - SPED Mileage - 438.48, SD Dept of Human Services - Residential Tuition - Match - 6529.64, TOTAL 18006.40;

**Food Service Claims Payable July 11, 2016** AFLAC - Insurance Premiums - 133.12, ASBSD Worker Comp Fund - FY 2017 Worker's Compensation - 190.00, TOTAL 323.12

**Hourly wages for Month of June 2016** – 29,399.83, **Gross Salaries/Fringe for June 2016**– FUND 10: Instructional – 98,782.77, Administration – 20,344.63, Support Services – 2,657.31, Extra Curricular – 7,533.37; FUND 22: SPED Gross Salaries/Fringe – 5,683.82.

17-06 Motion by Thorson, second by Kuchenbecker 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 in Room A-1 of the Armory, with the exception of meeting November-March, which will be held at 6:00pm.
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 Trust & Agency Funds.
7. Appoint Keven Morehart, Superintendent to Director of Federal Programs.
8. Approve meal prices for the school lunch program for the 2016-2017 school term as follows:
  - a. Student, Regular K-6 : \$2.25
  - b. Student, Regular 7-12 : \$2.50
  - c. Student, Reduced : \$.40
  - d. Adult : \$3.00
  - e. Student Breakfast: \$1.50
  - f. Student Breakfast, Reduced: \$.30
  - g. Adult Breakfast: \$2.00
  - h. Milk : \$.30
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 the 2016-2017 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 Keven Morehart, 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.

17-07 Motion by Thorson, second by Fitzgerald to appoint Brad Kuchenbecker as the ASBSD Delegate, and Doug Thorson as the alternate ASBSD Delegate.

17-08 Motion by Fitzgerald, second by Brech to publish the list of contracts per SDCL 6-1-10.

17-08.1 Motion by Thorson, second by Fitzgerald to surplus and transfer ownership of the playground equipment at the Cheyenne Rural Attendance Center to the Philip Fire Department.

17-09 Motion by Peterson, second by Fitzgerald to approve the barium chloride bid received from Finoric, LLC in the amount of \$1.25/lb delivered. This was the only bid received.

17-10 Motion by Thorson, second by Ramsey to accept the Escalator School Dairy Bid from Avera PACE Dean Foods (Land O'Lakes) for dairy products for the 2016-2017 school year.

17-11 Motion by Brech, second by Thorson to approve the following personnel action: Lacy Puhlman, Paraprofessional at Milesville school - \$12.50/hour plus mileage.

17-12 Motion by Peterson, second by Thorson to rescind the motion made at the June 2016 meeting to surplus the Deep Creek Rural Attendance Centers for sealed bid.

At 7:30pm, the board deferred to agenda item 17-16: Budget Hearing. Proposed budgets were reviewed and discussed.

17-13 Motion by Thorson, second by Fitzgerald to approve selling the Deep Creek Rural Attendance Centers to landowner Lee Briggs in direct exchange of appraisal and reclamation costs as requested by the landowner.

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- 17-14 Executive session : None.
- 17-15 Anita Peterson gave the BHSSC report.
- 17-16 Budget Hearing – See Above.
- 17-17 Business Manager Britni Ross reported on the following items on behalf of Superintendent Keven Morehart: (A) The armory gym is being worked on this week (July 11<sup>th</sup>). It will be closed for two weeks. (B) The geothermal pond project is in progress. (C) A new floor was put in the old well house building and this will be used for storage. (D) A new frame was put over the well and it will be tinned in the near future. (E) We received a courtesy notice from the SD National Guard about possible lead dust contamination in the former indoor firing range. Proper cleanup was originally done according to EPA standards back when the property was turned over to the District, but since then the EPA has changed their guidelines. This issue can easily be taken care of with a mild detergent. (F) The appraisals are in for the Alfalfa Valley School. We will advertise for sealed bids, and open bids at the August 8<sup>th</sup> meeting. (G) Auditors will arrive for the fiscal audit on July 18<sup>th</sup> and they plan on being here for about three days. (H) A public community meeting for the school building project will be held on August 1<sup>st</sup> at 7pm in the Fine Arts Gym. Absentee balloting will begin on August 8<sup>th</sup>, which is also the day voter registration closes for this election. (I) Britni Ross met with SD Community Foundation representative Beth Massa and Counselor Pam DeJong on July 11<sup>th</sup> to discuss the possibility of moving some of our local scholarship funds into the foundation. This research will be ongoing as we contact scholarship trustors.

Adjournment at 7:56 PM. Will meet for the next regular meeting on August 8, 2016 at 7:00 PM.

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Britni Ross, Business Manager

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R. Mark Radway, President

Pursuant to SDCL 6-1-10, salaries for the Haakon School District employees for FY 2016-2017 are as follows: Lauren Adrian – Elementary Teacher, \$35,310.00, Junior High Girls Basketball Coach, \$3115.00; Johanna Baye – Custodian, \$14.30/hour; Betty Berry – Special Education High School, \$48,902.30; Barb Bowen – Elementary/JH/HS Teacher, \$47,246.65, Vocal Music, \$2415.00, Band,

\$4140.00, Jr Class Advisor, \$776.25; Brigitte Brucklacher - JH/HS Teacher, \$47,246.65, FCCLA Advisor, \$4167.22; LaRae Carley – Special Ed Paraprofessional, \$12.70/hr; Pamela DeJong – Guidance, \$40,624.09, Student Council Advisor, \$2760.00; Nicole Dennis – Food Service Director, \$19,053.60 (14.01/hr – 1360 hours); Linette Donnelly – Alternative Ed Aide/Detention Monitor/Library, \$12.85/hr; Matt Donnelly – Elementary/JH/HS Teacher, \$45,591.02, Weight Room, 8.55/hr, Head Wrestling Coach, \$3795.00; Brenda Grenz – Custodian/Assistant Cook, \$14.30/hr; Tracey Hand - JH/HS Teacher, \$43,156.25; Doug Hauk – JH/HS (10.5 months), \$54,421.10, FFA Advisor, \$2760.00, Golf, \$3105.00; Casey Jore – High School Teacher, \$35,718.00, Assistant Track Coach, \$2070.00, Head Boys Basketball Coach, \$3795.00; Kimberly Kochersberger – High School Science Teacher, \$45,039.14; Victoria Knutson – Title Teacher, \$46,694.77; Kelsey McDaniel – Elementary Teacher at Milesville, \$35,310.00, Rural Teacher Compensation, \$2700.00; Mandie Menzel – JH/HS Principal, \$58,260.00, Technology Coordinator, \$10,000.00, Athletic Director, \$5911.00; Keven Morehart – Superintendent, \$74,192.00, Elementary Principal, \$26,033.00; Melanie Morehart – Elementary, \$45,591.02, Special Ed Director, \$5600.00; Bonnie Mortellaro – Elementary Teacher, \$47,246.65; Karen Nelson – Special Ed Paraprofessional, \$12.55/hr; Mary Nelson – Elementary/Special Ed Paraprofessional, \$13.75/hr; Laura O'Connor – High School Teacher, \$43,383.49, One Act Play, \$1552.50, All School Play, \$1725.00; Lissa Papousek – Elementary Teacher, \$35,310.00; Thomas Parquet – JH/HS Teacher, \$45,039.14, Head Track, \$4140.00; Laura K Peterson – Secretary, \$14.45/hr; Lacy Puhlman – Paraprofessional at Milesville, \$12.50/hr; Britni Ross – Business Manager, \$44,484.00; April Schofield – Elementary Teacher, \$35,718.00; Lisa Schofield – Administrative Secretary, 2000 hours @ \$13.25/hr; Casey Seager – Custodian, \$14.30/hr; Marie Slovek – Elementary Teacher, \$49,454.18; Pennie Slovek – Elementary/JH/HS Teacher(.5), \$23,623.33, Jr Class Advisor, \$776.25; Ella Smith – Elementary Teacher, \$35,718.00, Head Volleyball Coach, \$3795.00; Deborah Snook – High School Teacher, \$47,246.65; Travis Thorn – Maintenance Directors/Custodial Supervisor, \$37,377.60 (\$17.97/hr – 2080 hrs); Pat Westerberg – Secretary , \$13.55/hr; Jessica Wheeler – Junior High Teacher, \$48,902.30.