

**UNOFFICIAL MINUTES OF THE BOARD OF EDUCATION
HIGHMORE-HARROLD SCHOOL DISTRICT 34-2
AUGUST 8, 2022**

The Highmore-Harrold Board of Education met in regular session on August 8, 2022, in the Business Classroom at 7:00 p.m. Members Present: President – Jim Stephenson, Vice President - Paula Haiwick – via Zoom, Jennifer Semmler, Amy Hoffman, Kristi Effling, Derek McCloud, Paul Knox Others Present: Superintendent/SPED Director - Quinton Cermak, PreK-12 Principal – Cory Lambley, Business Manager – Stacey Hamlin, Morgan Bonnichsen, Rhonda Baloun, Jordan Erfman, Hannah Fischer, Autumn Fallis, Julie Erfman, Kate Selting, Chelsie Fischer, and Mary Ann Morford.

Superintendent Cermak called the meeting to order at 7:02 pm and the Pledge of Allegiance was recited at that time.

Motion by Knox and seconded by Effling to approve the Agenda. The motion passed.

Motion by Semmler and seconded by Hoffman to approve the Minutes of the July 11, 2022, Board Meeting. The motion passed.

Bills and Financial Reports were reviewed and approved for payment with a motion by Hoffman and seconded by Effling. The motion passed.

AUGUST PAYROLL: \$187,633.17

JULY CASH REPORT: General Fund: Beginning Balance: \$807,689.39; Receipts: Local - \$39,145.91, State - \$14,021.00, Federal - \$0.00; Disbursements: \$181,590.68; Ending Balance: \$679,265.62; Advance Payment/Petty Cash Asset Accounts - \$8,976.60; Total Cash Account: \$688,318.08. Capital Outlay Fund: Beginning Balance: \$1,828,905.50; Receipts: Local - \$2,504.07; Disbursements: \$50,313.72; Ending Balance: \$1,781,095.85; Certificates of Deposit: \$1,439,811.44; Total Cash Account: \$3,220,907.29. Special Education Fund: Beginning Balance: \$647,915.64; Receipts: Local - \$1,216.29, Federal - \$0.00; Disbursements: \$32,044.21; Ending Balance: \$617,087.72; Certificates of Deposit: \$510,188.56; Total Cash Account: \$1,127,276.28. Impact Aid Fund: Beginning Balance: \$388,264.57; Receipts: Federal - \$0.00; Disbursements: \$0.00; Ending Balance: \$388,264.57. School Lunch Fund: Beginning Balance: \$41,133.80; Receipts: Local - \$100.00, State - \$0.00, Federal - \$0.00; Disbursements: \$4,075.52; Ending Balance: \$37,158.28; Restricted Food Service Funds: \$8,947.47; Total Cash Account: \$46,105.75. Internal Fund: Beginning Balance: \$33,315.78; Receipts: Local - \$1,500.00; Disbursements: \$4,789.63; Ending Balance: \$30,026.15. Custodial Fund: Beginning Balance: \$137,460.97; Receipts: Local - \$2,866.46; Disbursements: \$15,461.80; Ending Balance: \$124,865.63.

Board Report-10003

FUND: GENERAL FUND

ABO SCHOOL DISTRICT 58-3	Region 3 Dues	125.00
AGTEGRA COOPERATIVE	Supplies	402.30
AMAZON CAPITOL SERVICES	Supplies	168.38
BEST WESTERN PLUS RAMKOTA HOTEL	SCACTE Conference Rooms	549.95
CAPITAL AREA REFUSE, LLC	Garbage (Aug)	150.43
CENTURY BUSINESS PRODUCTS, INC	Copier - Maintenance	70.10
CHURCHILL, MANOLIS, FREEMAN	Legal Fees	137.55
CITY OF HIGHMORE	Utilities	276.97
COLE PAPERS, INC.	Supplies	2,251.80
DVL FIRE & SAFETY	Semi Annual System Service	222.00
EMC INSURANCE	Insurance - Liability	28,190.00
	Insurance - Property	10,671.00
	Insurance - Auto	4,658.00
GRAVES IT SOLUTIONS	Certificate Renewal	158.00
HALL OIL AND GAS CO., INC.	Propane	2,125.87
HIGH SCHOOL ACTIVITY FUND	Petty Cash - Postage	22.28
	Stamps.com - Meter Rent	19.16
	ACT - ACT	318.50
HIGHMORE HERALD, THE	Proceedings	245.81
HOMESTEAD BUILDING SUPPLY, INC.	Supplies	152.80
	Credit	(4.79)
INNOVATIVE OFFICE SOLUTIONS LLC	Supplies	717.09
JAN BUSSE FORD	Vehicle Maintenance Transit	54.38
KOHLMAN, BIRSCHBACH, & ANDERSON, LLP	Audit Fees	12,456.00
Kroepin, Alana	Credit Reimbursement	45.00
LAKESHORE LEARNING MATERIALS	Supplies	98.88
LINDE GAS & EQUIPMENT INC.	Vo Ag	77.89
MENARD'S	Supplies	62.26
MIDWESTERN MECHANICAL, INC.	Annual Fire Sprinkler Inspection	795.00
National Assoc. of Ag Educators, Inc	Professional Development	415.00
NORTHWESTERN ENERGY	Electricity	38.12
	Electricity	4,608.52
PALMER, BECKY	Reimburse for JH Science Supplies	160.43
PLAN SERVICES	Admin Fee - FY23	100.00
POPPLERS MUSIC, INC.	Repairs	136.10
POPPLERS MUSIC, INC.	Choir Supplies	79.95
QUILL CORPORATION	Supplies	194.95
RAMKOTA INN	Golf State	404.00
RAMKOTA INN	Room for Angie Conference	365.97
RAUSCH, CODY	Per Diem Perkins	90.00
	Mileage Perkins	185.64
SAVVAS LEARNING COMPANY LLC	Workbooks	341.25
SCHOOL DATEBOOKS	JH/HS Planners	709.63
SCHOOL MATE	Planners	364.00
SD UNITED SCHOOL ASSOC.	Membership FY23	450.00
SHEFFIELD, RYAN	Reimburse for Gas from State Track	88.89
STANLEY COUNTY SCHOOL DISTRICT	Liquidated Damages (BA)	800.00
TVEDT, KELLY	Reimburse Coaching Class	35.00
VENTURE COMMUNICATIONS	Telephone	406.49
WEX BANK	Motor Fuel	318.17
WORTMAN, MARY	Credit Reimbursement	100.00
	<u>GENERAL FUND TOTAL</u>	75,614.51

FUND: CAPITAL OUTLAY

ADORAMA	Drone Batteries	355.00
ATP GROUP INC., THE	Printed Textbooks	510.59
BYTESPEED, LLC	Computers	8,088.00
CENTURY BUSINESS PRODUCTS, INC	Copier - Lease	480.02
CITY OF HIGHMORE	Aud Rent	2,750.00
CIVIL DESIGN INC	Track Design	1,585.00
FACTOR 360, INC.	Annual License	720.00
GAME ONE	GB Jerseys	4,625.00
GAME ONE	BB Jerseys	426.00
HIGH SCHOOL ACTIVITY FUND	Worthington Direct - Huddle Desks	501.34
	Jon Gordon Comp - Ins. Soft.	1,450.00
	Jon Gordon Comp - Ins. Soft	1,450.00
LAMPO GROUP, THE	Textbooks	674.70
LITERACY RESOURCES LLC.	Textbooks	97.00
MARK'S	Supplies	664.25
NW 5634	Supplies	579.88
PLANBOOKEDU LLC	Software - Licensing	456.00
VANDER VORST, GRANT	Appliances for House	350.00
	<u>CAPITAL OUTLAY TOTAL</u>	25,762.78

FUND: SPECIAL EDUCATION

ABAeCare LLC	Therapy Services (July)	2,531.85
ABAeCare LLC	Therapy Services (July)	1,706.76
HAND COUNTY MEMORIAL HOSPITAL	PT	255.00
	OT	240.00
INNOVATIVE OFFICE SOLUTIONS LLC	Supplies	41.03
	<u>SPECIAL EDUCATION TOTAL</u>	4,774.64

FUND: FOOD SERVICE

MASHEK FOOD CENTER	Food	9.60
PEITZ SERVICE EXPERTS	Freezer Repair	1,195.00
	<u>FOOD SERVICE TOTAL</u>	1,204.60

FUND: INTERNAL FUND

HUNTER, DARIN	Mileage Reimbursement	405.72
	<u>INTERNAL FUND TOTAL</u>	405.72

AUGUST TOTAL INVOICES

107,762.25

Derek McCloud entered at this time, 7:07 pm.

President Stephenson entered at this time, 7:09 pm.

Conflicts Disclosure:

➤ None

Public Input

- FCCLA presented their 2nd Place National Winning presentation on the topic, “Shoot For Good Sportsmanship” relating to life lessons in sportsmanship.

Superintendent’s Report

- Staff In-Service: August 22nd - All Staff and August 23rd – Certified Staff Only
- The staff in-service theme this year is positivity and will be based around the book, The Energy Bus by Jon Gordon. This will benefit both students and staff as we will be talking about the principles this book gives related to school settings. This will involve one 15-minute activity for the staff to complete each week for 3 months. Our accreditation team will be helping administrate the program. With this book, we will do a book study starting in October. Staff can receive a grad credit through University of Sioux Falls for a fee of \$45 or utilize this as a continuing ed credit through Department of Education.
- Our current projected enrollment is at 206, but this number is not finalized. Families are continuing to come in to enroll leading up to the first day of school.
- There is no update on when we will receive the new school van due to supply chain issues.
- Our Food Service Director attended a training in July and found many good ideas and resources to bring to our food program this school year. The school did find out that we will come across supply chain problems in ordering food and plan to be proactive in monitoring ordering issues as they arise.
- City Council Meeting: Superintendent Cermak talked about our upcoming track project to the City Council. Superintendent Cermak will conduct a study in looking into upgrading the lights in the existing poles and looking into the subsequent need into adding additional poles.
- Our Head Custodian and Superintendent Cermak made upgrades in the two playground areas this last month. An old chain link fence was removed from the old playground surface. We are looking to donate that fence to the Highmore Summer Rec for the ballfield. In the new playground area, railroad ties and pea-rock were added to the swing set area.
- Our CTE (FCCLA and FFA) programs received an ACT 100 award for excellence in CTE performance.
- Principal Cory Lambley started today, August 8th. We welcome him to our Highmore-Harrold team.

Business Manager’s Report

- Business Manager presented a brief overview of the FY22 audit.
- Beef to School Donation Letter: It was decided that the board will use USDA Boxed Beef pricing on the day the beef was taken to the butcher, with the pricing based off the hanging weight of the animal to use in the donation letter provided to donors when they provide beef to the school. A donation letter will be given to Chris and Kristi Effling to the amount of \$1,652.40 for their 680 lb. hanging weight bull, born March of 2021 at the price of \$2.43/lb.
- Discussion was held regarding the setting of the levies for the upcoming tax year. The Special Education Fund levy was set at \$0.85/per thousand of valuation for tax year,

2022; Capital Outlay is based on a per student allocation of \$3,544.00 for tax year 2023 with the prior falls state aid enrollment number used to determine the maximum amount that the district can request in a cash value; General Fund maximum levies are also set by legislature each year and are as follows for tax year 2023: AG - \$1.362/per thousand of valuation; OO - \$3.048/per thousand of valuation; OTH - \$6.308/per thousand of valuation for tax year 2023. The board will make a final decision regarding the Special Education levy at the September Board Meeting.

Motion by Hoffman and seconded by Semmler to approve (2) 12-month Certificates of Deposit with Quoin bank at 1.00% APY. The motion passed.

Motion by Effling and seconded by McCloud to approve the Property and Casualty premium through EMC in the amount of \$43,519.00. The motion passed.

Business Manager Hamlin administered the Oath of Office to Derek McCloud.

The first reading was held of Policy Update GDBS – Classified Staff Benefits.

Motion by Semmler and seconded by Effling to increase adult staff lunch price from \$4.20 to \$4.85 per federal guidelines; approve donating 160' of chain link fence to Hyde County Summer Rec; approve Special Education Services Contracts with ABA eCare; approve contract for OT/PT services with Avera Hand County Hospital, \$64 per hour plus mileage at the published IRS rate and time spent traveling; approve amended contract to add 504 Coordinator, \$620.00, to Kendall King's contract and approve amended contract to remove 504 Coordinator, \$620, to Janie Pratt's contract; approve contract for School Health Services with SD Department of Health, \$1,800.00. The motion passed.

Next Regular Board Meeting: Monday, September 12th at 7:00 pm in the Business Classroom

Motion by Hoffman and seconded by Knox to Adjourn at 8:07 p.m. The motion passed.

_____ Stacey Hamlin, Business Manager

_____ Jim Stephenson, Board President

- All votes are unanimous unless otherwise stated.