

UNOFFICIAL MINUTES OF THE BOARD OF EDUCATION  
HIGHMORE-HARROLD SCHOOL DISTRICT 34-2  
December 12, 2022

The Highmore-Harrold Board of Education met in regular session on December 12, 2022 in the Business Classroom at 7:00 p.m. Members Present: President – Jim Stephenson, Vice President – Paula Haiwick (via Zoom), Paul Knox, Kristi Effling, Jennifer Semmler, Amy Hoffman, and Derek McCloud. Members Absent: none. Others Present: Superintendent/SPED Director - Quinton Cermak and Mary Ann Morford (via Zoom), Morgan Bonnicksen, and Rhonda Baloun. Jim Stephenson arrived at 7:12.

Vice President Haiwick called the meeting to order at 7:00 pm and the Pledge of Allegiance was recited at this time.

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

Motion by Hoffman and seconded by McCloud to approve the Minutes of the November 14<sup>th</sup>, 2022 board meeting. The motion passed.

Bills and Financial Statements were reviewed and approved for payment on a motion by Semmler and seconded by Knox. The motion passed.

**PAYROLL:** \$193,668.70

**NOVEMBER CASH REPORT: General Fund:** Beginning Balance: \$236,317.06; Receipts: Local - \$420,148.48, State - \$22,978.00, Federal - \$77,999.00; Disbursements: \$239,552.37; Ending Balance: \$517,890.17; Advance Payment/Petty Cash Asset Accounts - \$9,052.46; Total Cash Account: \$526,942.63. **Capital Outlay Fund:** Beginning Balance: \$1,757,181.43; Receipts: Local - \$230,210.59, Federal - \$54,808.00; Disbursements: \$20,461.60; Ending Balance: \$2,021,738.42; Certificates of Deposit: \$1,439,811.44; Total Cash Account: \$3,461,549.86. **Special Education Fund:** Beginning Balance: \$526,948.31; Receipts: Local - \$208,299.85, Federal - \$32,751.00; Disbursements: \$45,107.61; Ending Balance: \$722,891.55; Certificates of Deposit: \$510,188.56; Total Cash Account: \$1,233,080.11. **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: \$34,195.36; Receipts: Local – \$6,620.02, Federal - \$9,230.85; Disbursements: \$16,178.11; Ending Balance: \$33,868.12; Advance Payments - \$7,146.65; Total Cash Account: \$41,014.77. **Internal Fund:** Beginning Balance: \$20,348.50; Receipts: Local - \$550.00, Federal - \$568.00; Disbursements: \$2,986.58; Ending Balance: \$18,479.92. **Custodial Fund:** Beginning Balance: \$134,198.28; Receipts: Local - \$35,167.33; Disbursements: \$10,724.78; Ending Balance: \$158,640.83.

**Board Report-10003**

**FUND: GENERAL FUND**

AMAZON CAPITOL SERVICES	Farm to School Grant \$	1,571.68
AMAZON CAPITOL SERVICES	Supplies	356.37
ARAMARK	Mop/Laundry	548.22

CAPITAL AREA REFUSE, LLC	Garbage (Dec)	384.51
CAROLINA BIOLOGICAL SUPPLY CO.	HS Science	37.25
CENTURY BUSINESS PRODUCTS, INC	Copier - Maintenance	1,028.05
CHURCHILL, MANOLIS, FREEMAN	Legal Fees	1,226.15
CITY OF HIGHMORE	Utilities	62.60
	Utilities	231.88
COLE PAPERS, INC.	Supplies	3,063.18
DAKOTA RADIO GROUP	Holiday Radio Ads	390.00
DIV OF CRIMINAL INVESTIGATION	Background Check	86.50
FOREMAN SALES AND SERVICE, Inc.	Bus Route	13,668.07
	VB - Bussing	724.97
	Activity - Bussing	279.99
	GB - Bussing	470.70
GETTYSBURG SCHOOL	Region Volleyball Shared Loss	124.99
HIGH SCHOOL ACTIVITY FUND	Office of Weights - Scale Certification	28.00
	Highmore Harrold School - Region XC	72.21
	Stamps.com - Meter Rent	19.16
	Hobby Lobby - Art Supplies	196.49
HIGHMORE HERALD, THE	Ads/Classified Positions	720.02
HOMESTEAD BUILDING SUPPLY, INC.	Supplies	20.58
	Supplies - Farm to School Grant \$	168.34
INNOVATIVE OFFICE SOLUTIONS LLC	Supplies	136.20
JAYMAR BUSINESS FORMS, INC.	W2's	92.12
JOHNSON CONTROLS	Kitchen Heat Repair	1,820.70
KOHLMAN, BIRSCHBACH, & ANDERSON	Audit Fees	4,844.00
LAMONT, CHANTREL	Christmas Exchange	60.00
LINDE GAS & EQUIPMENT INC.	Vo Ag	79.42
MASHEK FOOD CENTER	FACS - Food	209.69
	Supplies	133.38
	NHS Food	17.29
MCCLOUD, SIERRA	Reimburse Coaching Class	85.00
MILLER SCHOOL DISTRICT	Football - 50% (2022-2023)	10,598.63
NORTHWESTERN ENERGY	Electricity	260.20
	Electricity	3,505.61
POPPLERS MUSIC, INC.	Band Supplies	110.00
RUNNINGS SUPPLY	Supplies	59.26
VENTURE COMMUNICATIONS	Telephone	398.07
WEX BANK	Motor Fuel	235.12
	<b><u>GENERAL FUND TOTAL</u></b>	<b>48,124.60</b>

**FUND: CAPITAL OUTLAY**

CENTURY BUSINESS PRODUCTS, INC	Copier - Lease	480.02
CHOLIK SIGNS	Wrestling Sign	1,950.00
CITY OF HIGHMORE	Aud Rent	2,750.00
FOREMAN SALES AND SERVICE, Inc.	GB - Bussing (15%)	83.06
	Activity - Bussing (15%)	49.41
	VB - Bussing (15%)	127.94
	Bus Route (15%)	2,412.01
HIGH SCHOOL ACTIVITY FUND	BSN Sports - VB Spandex	676.95
	<b><u>CAPITAL OUTLAY TOTAL</u></b>	<b>8,529.39</b>

**FUND: SPECIAL EDUCATION**

ABAeCare LLC	Therapy Services (Nov)	3,927.00
ABO SCHOOL DISTRICT	Certified Speech Therapist (OCT-DEC)	3,687.24

HAND COUNTY MEMORIAL HOSPITAL	PT	750.00
	OT	1,095.00
TRENHAILE, JAY	Evaluations	2,000.00
	<b><u>SPECIAL EDUCATION TOTAL</u></b>	<b>11,459.24</b>
<b><u>FUND: FOOD SERVICE</u></b>		
ARAMARK	Mop/Laundry	137.04
EARTHGRAINS BAKING CO., INC.	Food	231.40
EAST SIDE JERSEY DAIRY	Milk (Supply Chain \$)	623.60
MASHEK FOOD CENTER	Kitchen - Food	729.95
PERFORMANCE FOODSERVICE	Food	2,612.19
	Supplies	307.09
SD DEPT OF ED; CHILD/ADULT NUTRITION	Food	562.69
	<b><u>FOOD SERVICE TOTAL</u></b>	<b>5,203.96</b>
	<b><u>DECEMBER TOTAL INVOICES</u></b>	<b>73,317.19</b>

No Conflicts and Disclosures.

Public Input:

The Board held an Indian Policies and Procedures Forum at this time.

#### Superintendent's Report

- Discussion was held regarding Governor Noem's Budget Address and how her proposed bills would affect the School District.
- Legislative Cracker Barrel was discussed.
- Track Project Update: with an insufficient number of bids for the track project, the school has decided to postpone placing a new bid for the track until next summer, 2023.

#### Principal's Report

- Results from National Career Readiness Certificate are in; all juniors received certificates
- Early dismissal for Christmas Break on December 22, 2022, at 12:45; end of 2<sup>nd</sup> Quarter/1<sup>st</sup> Semester
- Semester tests on December 21<sup>st</sup> and 22<sup>nd</sup>
- HS winter formal January 7<sup>th</sup>; JH winter formal January 20<sup>th</sup>
- Winter sports-wrestling, BBB, and GBB all have started
- Return from break on January 3<sup>rd</sup> for teaching staff; January 4<sup>th</sup> students

#### Business Manger Report

- The FY22 Audit has been completed and approved by the Department of Legislative Audit.
- School Lunch Debt Numbers: To date we have a total of \$4,500 in negative lunch balances. Letters will be sent out to parents in December to pay their bill. We currently have \$600 in donations that was given to the school to pay off negative lunch balances for individuals who aren't able to pay.

- Our \$1,000,000 CD is coming due in January 2023. Business Manager Hamlin looked into South Dakota Public Funds Investment Trust, SD FIT, as an option to place these funds into either a CD or Treasury Bonds as rates are much higher.

#### Old Business

Motion by Semmler and seconded by Effling to approve the Football Co-op Agreement with Miller School District. The motion passed 5-2.

At this time, the review of community survey results was discussed with the board regarding the public's opinion on the return to school plan we have in place. Motion by Effling and seconded by Hoffman to amend Highmore-Harrold School District's Back to School Plan by changing 3% to 5% for Phase II along with other highlighted changes. The motion passed.

#### New Business

Motion by Hoffman and seconded by Semmler to approve the following contracts: Eugene Luze, \$35.00/hr, Part Time Special Education Medical Care Staff; Debra Cermak, \$35.00/hr, Part Time Special Education Medical Care Staff; and Beth McPeak, \$25.00/hr, Part Time Contracted Registered Nurse and \$35.00/hr, Part Time Special Education Procedure Creation Staff; and approve the removal of Policy FC – Facilities Capitalization Program. The motion passed.

The First Reading of Policy Amendment DID – Inventories was held at this time. Changes made to the policy included adding Intangible Assets to our list of inventories.

Discussion was held regarding a board reorganization from 7 members to 5 members. This change would have to be voted on by the public at the upcoming election in the spring of 2023 and would not go into effect until July 2024. The board discussed that they would like to keep 7 members.

The next regular board meeting was set for Monday, January 9<sup>th</sup>, 2023 at 7:00 pm in the Business Office.

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

\_\_\_\_\_ Stacey Hamlin, Business Manager

\_\_\_\_\_ Jim Stephenson, Board President