

UNOFFICIAL MINUTES OF THE BOARD OF EDUCATION  
HIGHMORE-HARROLD SCHOOL DISTRICT 34-2  
October 10, 2022

The Highmore-Harrold Board of Education met in regular session on October 10, 2022 in the Business classroom at 7:00 pm. Members Present: Vice President Paula Haiwick, Amy Hoffman, Jennifer Semmler, Paul Knox, Derek McCloud. Board Members Absent: President Jim Stephenson, Kristi Effling. Others Present: Superintendent/SPED Director - Quinton Cermak, PreK-12 Principal – Cory Lambley, Business Manager – Stacey Hamlin, Mary Ann Morford.

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

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

Motion by Hoffman and seconded by McCloud to approve the Minutes of the September 12<sup>th</sup>, 2022 meeting. The motion passed.

Bills and Financial Statements were reviewed and approved for payment, motion by Semmler and second by Hoffman. The motion passed.

**OCTOBER PAYROLL:** \$200,171.35

**SEPTEMBER CASH REPORT:**

**General Fund:** Beginning Balance: \$550,872.36; Receipts: Local - \$11,490.37, State - \$14,021.00, Federal - \$0.00, Credits - \$8,929.54; Disbursements: \$188,435.48; Ending Balance: \$396,877.79; Advance Payment/Petty Cash Asset Accounts - \$9,052.46; Total Cash Account: \$405,930.25. **Capital Outlay Fund:** Beginning Balance: \$1,759,431.82; Receipts: Local - \$7,864.78; Sale of Surplus Property - \$2,675.00; Disbursements: \$29,699.38; Ending Balance: \$1,740,272.22; Certificates of Deposit: \$1,439,811.44; Total Cash Account: \$3,180,083.66. **Special Education Fund:** Beginning Balance: \$587,786.14; Receipts: Local - \$3,084.75; Disbursements: \$41,182.57; Ending Balance: \$549,688.32; Certificates of Deposit: \$510,188.56; Total Cash Account: \$1,059,876.88. **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: \$38,650.87; Receipts: Local - \$6,748.78, Federal - \$1,866.81, Credits - \$402.73; Disbursements: \$17,044.71; Advance Payments - \$8,582.89; Total Cash Account: \$39,207.37. **Internal Fund:** Beginning Balance: \$24,092.53; Receipts: Local - \$1,150.00; Disbursements: \$2,418.33; Ending Balance: \$22,824.20. **Custodial Fund:** Beginning Balance: \$130,112.72; Receipts: Local - \$15,808.46; Disbursements: \$10,392.84; Ending Balance: \$135,528.34.

**Board Report-10003**

**FUND: GENERAL FUND**

AMAZON CAPITOL SERVICES	Supplies	388.36
ARAMARK	Mop/Laundry	793.35
BLUE FEATHER FRAMING	Class of 2022 Composite	261.00
BSN SPORTS LLC	Non Slip Mat/Shipping	92.01

CAPITAL AREA REFUSE, LLC	Garbage (OCT)	384.51
CENTURY BUSINESS PRODUCTS, INC	Copier - Maintenance	1,021.54
CHURCHILL, MANOLIS, FREEMAN	Legal Fees	150.00
CITY OF HIGHMORE	Utilities	65.72
	Utilities	298.00
DECKER EQUIPEMENT	Supplies	236.95
FLINN SCIENTIFIC, INC.	HS Science	187.89
FOREMAN SALES AND SERVICE, Inc.	Bus Route	13,530.47
	VB Bussing	3,429.74
	Athletic Bussing	3,037.17
	Activity Bussing	436.21
HERFF JONES, LLC	Diplomas (2023)	150.90
HIGH SCHOOL ACTIVITY FUND	VB Official - Bev Ball	208.12
	VB Official - Angie Kinsley	100.00
	VB Official - Kristen Williams	100.00
	VB Official - Tim Nihart	156.28
	VB Official - Todd Sandal	142.00
	VB Official - Rachel Arbach	100.00
	Miller HS - XC Entry Fee	50.00
	Gettysburg HS - XC Entry Fee	35.00
	Faulkton HS - XC Entry Fee	35.00
	Chamberlain HS - XC Entry Fee	50.00
	Philip HS - XC Entry Fee	75.00
	Ipswich HS - XC Entry Fee	45.00
	Stamps.com - Meter Rent	19.16
	TeachersPayTeachers - Supplies	77.00
	TeachersPayTeachers - Supplies	4.90
	NASSP - NHS Membership	385.00
	Survey Monkey - Survey	388.74
HIGHMORE HERALD, THE	Proceedings	229.68
HOMESTEAD BUILDING SUPPLY, INC.	Supplies	238.28
HOUSE OF GLASS INC.	Keys	43.95
INNOVATIVE OFFICE SOLUTIONS LLC	Supplies	215.15
JAN BUSSE FORD	Vehicle Maintenance (Flex)	434.29
KNOWLEDGE MATTERS INC	Subscription (Perkins \$)	795.00
KNOX, JACQUELINE	Reimburse Science Field Trip	28.00
LAMINATOR.COM	4 Film Rolls	146.46
LINDE GAS & EQUIPMENT INC.	Vo Ag	79.42
LOOKOUT BOOKS	Elem Books	99.75
MARK'S	Supplies	178.28
MASHEK FOOD CENTER	HS Science	52.11
	FACS - Food	106.98
MCLEOD'S PRINTING	Stamps	1,185.00
MENARD'S	Supplies	88.90
NORTHWESTERN ENERGY	Electricity	4,833.00
NW 5634	Weight Sled	267.68
PETTY CASH - POSTAGE	Postage	57.16
POPPLERS MUSIC, INC.	Band Supplies	125.46
QUALITY INN	Rooms for Conference	95.00
SCHOOL OF PERFORMING ARTS	All State Prep Registration	20.00
VENTURE COMMUNICATIONS	Telephone	424.25
WEX BANK	Motor Fuel	944.65
	<b><u>GENERAL FUND TOTAL</u></b>	<b>37,123.47</b>

**FUND: CAPITAL OUTLAY**

BSN SPORTS LLC	Basketballs	520.00
CENTURY BUSINESS PRODUCTS, INC	Copier - Lease	480.02
CITY OF HIGHMORE	Aud Rent	2,750.00
FOREMAN SALES AND SERVICE, Inc.	Bus Route (15%)	2,387.73
GOVERLAN, INC.	Annual License	343.00
HIGH SCHOOL ACTIVITY FUND	Runnings - Air Compressor	749.99
HOFFMAN TRENCHING	Dug Out Cement Pillars	586.74
	<b><u>CAPITAL OUTLAY TOTAL</u></b>	<b>7,817.48</b>

**FUND: SPECIAL EDUCATION**

ABAcare LLC	Therapy Services (SEPT)	4,465.48
AMAZON CAPITOL SERVICES	Supplies	20.98
HAND COUNTY MEMORIAL HOSPITAL	PT	180.00
	OT	210.00
TRENHAILE, JAY	Evaluations	700.00
	<b><u>SPECIAL EDUCATION TOTAL</u></b>	<b>5,576.46</b>

**FUND: FOOD SERVICE**

AMAZON CAPITOL SERVICES	Kitchen Supplies	93.99
ARAMARK	Mop/Laundry	198.32
EARTHGRAINS BAKING CO., INC.	Food	84.60
EAST SIDE JERSEY DAIRY	Milk (Supply Chain \$)	767.53
MASHEK FOOD CENTER	Kitchen	866.28
PERFORMANCE FOODSERVICE	Food	6,188.90
	Supplies	469.47
	<b><u>FOOD SERVICE TOTAL</u></b>	<b>8,669.09</b>
	<b>OCTOBER TOTAL INVOICES</b>	<b>59,186.50</b>

No Conflicts of Disclosure at this time.

No Public Input.

**Superintendent's Report**

- Student Enrollment Count as of September 30, 2022: 215.
- No update at this time on the school's track bid with more to come this month.
- School Report Card will be made public later this month. We will be listed as Targeted Support and Improvement in the Elementary in attendance for one of our subgroups of students.

**PreK-12 Principal's Report**

- Parent teachers conference were held on September 29, 2022. Overall, we had a very good turn-out. Elementary had an average of 97% percent, junior high had an average of 75%, and high school had an average of 63% turnout.
- During parent teacher conferences, the staff held a bake sale for a current staff member where they raised over \$3,000. A job well done by all involved. There are currently many fundraisers going on in the elementary and high school for various groups and organizations.
- Principal Lambley and our Counselor took the Juniors to Ft. Pierre where they visited with many college representatives.

- Fall sports are winding down with post season play just around the corner.

#### Business Manager's Report

- The district was notified by the state that they had met the state requirements for the Teacher Compensation Accountability.
- Beef to School: The school received a donated beef for our October 11<sup>th</sup> scheduled processing date from the Todd Cowan Family of Highmore. Paula Haiwick has also donated a beef from Haiwick Heritage Ranch to our Beef to School program for our scheduled February 7<sup>th</sup> date. It was decided to begin advertising for the 2023-24 school year and to schedule out processing in the months of April, July, November, and February.
- The following bids were received for the food service procurement: Performance Foodservice - food & supplies and CashWa - food & supplies.

#### New Business:

Motion by Semmler and seconded by Hoffman to approve surplus of steam table and miscellaneous kitchen items to the amount of \$2,500; approve the Highmore-Harrold School Wellness Policy Update; approve (1) 3-month Certificates of Deposit with Quoin bank at 0.50% APY; and to approve the award of the food service procurement to Performance Foodservice - food & supplies. The motion passed.

Motion made by Hoffman, seconded by Knox to approve that the Highmore-Harrold School District recognizes that all employees have worked above and beyond their typical job duties in an effort to mitigate the impact of COVID-19 and/or its variants. Teachers and staff have dealt with increased inherent risk to their personal health in order to remain open with face-to-face instruction while assuming additional duties to maintain a sanitary and safe school environment for our children. The aim of this plan is to reward our staff's extraordinary service, recognize the extra duties they have assumed & retain our staff. Payment will be \$1,000.00 to all Certified and Classified Staff and \$250 to the Special Education Director. No retention bonus will be given to the Business Manager and the Superintendent. The motion passed.

The Board set their next regular meeting for November 14, 2022 at 7:00 pm in the Business classroom.

Motion by Semmler and seconded by McCloud to Adjourn at 7:29 pm. The motion passed.

- All motions are unanimous unless otherwise stated.

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

\_\_\_\_\_ Paula Haiwick, Board Vice President