

HIGHMORE-HARROLD SCHOOL DISTRICT 34-2 PROCEEDINGS
October 9, 2023

The Highmore-Harrold Board of Education met in regular session on October 9, 2023 in the Business classroom at 7:00 pm. Members Present: President Jim Stephenson, Vice President Paula Haiwick, Amy Hoffman, Jennifer Semmler, Dusty Mitchell, Derek McCloud, Kristi Effling. Board Members Absent: None. Others Present: Superintendent/SPED Director - Quinton Cermak, PreK-12 Principal – Cory Lambley, Business Manager – Stacey Hamlin, Mary Ann Morford, Joe English, Kayla Kaltenbach, Brandi Pekarek, Scott Pekarek, Morgan Bonnichsen, Josh Erfman, Rhonda Baloun.

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

Motion by Haiwick 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 11th, 2023 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: \$212,003.41

SEPTEMBER CASH REPORT:

General Fund: Beginning Balance: \$713,387.91; Receipts: Local - \$21,980.02, State - \$23,890.00, Federal - \$510.42, Credits - \$2,460.00; Disbursements: \$241,324.96; Ending Balance: \$520,903.39; Advance Payment/Petty Cash Asset Accounts - \$7,467.72; Total Cash Account: \$528,371.11. **Capital Outlay Fund:** Beginning Balance: \$2,434,984.87; Receipts: Local - \$8,329.69; Disbursements: \$15,333.62; Ending Balance: \$2,427,980.94; Certificates of Deposit: \$1,439,811.44; Total Cash Account: \$3,867,792.38. **Special Education Fund:** Beginning Balance: \$781,066.99; Receipts: Local - \$4,846.19; Disbursements: \$36,769.83; Ending Balance: \$749,143.35; Certificates of Deposit: \$510,188.56; Total Cash Account: \$1,259,331.91. **Impact Aid Fund:** Beginning Balance: \$431,498.57; Receipts: Federal - \$20,729.00; Disbursements: \$0.00; Ending Balance: \$452,227.57. **School Lunch Fund:** Beginning Balance: \$60,798.91; Receipts: Local - \$10,382.19, Federal - \$2,414.56, Credits - \$324.25; Disbursements: \$15,779.36; Advance Payments - \$18,386.49; Total Cash Account: \$76,527.04. **Internal Fund:** Beginning Balance: \$20,734.93; Receipts: Local - \$750.00; Disbursements: \$2,623.15; Ending Balance: \$18,861.78. **Custodial Fund:** Beginning Balance: \$140,534.51; Receipts: Local - \$19,160.42; Disbursements: \$24,581.49; Ending Balance: \$135,113.44.

Board Report-10003

FUND: GENERAL FUND

AMAZON CAPITOL SERVICES	Supplies	381.31
ARAMARK	Mop/Laundry	507.03
CAPITAL AREA REFUSE, LLC	Garbage (October)	484.21
CENTURY BUSINESS PRODUCTS, INC	Copier Maintenance	1,074.04

CHURCHILL, MANOLIS, FREEMAN	Legal Fees	160.00
CITY OF HIGHMORE	Utilities	58.75
	Utilities	132.88
DAKOTA DATA SHRED	Document Shredding	311.87
EMC INSURANCE	Insurance – Auto	828.00
FOREMAN SALES AND SERVICE, Inc.	Bussing - VB	4,072.12
	Bussing - XC	2,170.14
	Bussing Activity	348.09
	Bus Route	13,209.41
HALL OIL AND GAS CO., INC.	Motor Fuel - FB	100.14
	Motor Fuel - Activity	6.00
HAMLIN, STACEY	Reimburse School Vehicle Registration	33.50
HIGH SCHOOL ACTIVITY FUND	XC Entry Fee - Chamberlain	50.00
	XC Entry Fee - Faulkton	35.00
	XC Entry Fee - Ipswich	45.00
	VB Entrey Fee - Philip	75.00
	XC Entry Fee - Gettysburg	35.00
	VB Official/Mileage - Terry Keller	171.00
	VB Official - Justin Pederson	120.00
	VB Official - Rachel Arbach	120.00
	VB Official/Mileage - Tim Nihart	188.34
	VB Official/Mileage - Stephanie	120.00
	Tschette	
	JHVB Fee - Gettysburge HS	50.00
	Perkins Mileage Reimb - Alana Kroeplin	225.42
	XC Entrey Fee - Miller	50.00
	Div of Crim. - Background Check	43.25
	Survey Monkey Subscription	387.62
	CCASD - Workshop	55.00
	CCASD - Dues	30.00
	Scripps Spelling Bee	180.00
	VB Official/Mileage - Todd Sandal	171.00
HIGHMORE HERALD, THE	Ads/Proceedings	340.13
HOMESTEAD BUILDING SUPPLY, INC.	Custodial Supplies	50.06
	Vo Ag Supplies	653.67
HOUGHTON MIFFLIN GRT SOURCE	Phonics Grade 2	1,798.70
INNOVATIVE OFFICE SOLUTIONS LLC	Copy Paper	1,451.45
IT OUTLET	Charger Adaptors	37.99
IT OUTLET	Chargers	449.33
JOHNSON CONTROLS	Chiller Maintenance	2,042.04
KNOX, JACQUELINE	Physics Day Passes Reimbursement	32.00
LINDE GAS & EQUIPMENT INC.	Vo Ag	242.28
MASHEK FOOD CENTER	Food - FACS	72.54
	Supplies - Ag	7.42
	Supplies - JH Science	3.58
MCGRAW HILL, LLC	Workbooks	982.43
MENARD'S	Supplies	447.57
MIKE TIRES & REPAIR INC.	Lawn Mower Battery	1,425.00
	Vehicle Maintenance	79.00
NAUGLE, MARK	DISC Personality Assessment	2,040
NORTHWESTERN ENERGY	Electricity	91.48
	Electricity	4,822.43
PEITZ SERVICE EXPERTS	Maintenance	195.00
PEITZ SERVICE EXPERTS	Replace 2 Motors on HVAC Uni	1,922.00

PETTY CASH - POSTAGE	Postage	108.63
POPPLERS MUSIC, INC.	Band Supplies	183.33
QUILL CORPORATION	Supplies	826.86
SD SCHOOL COUNSELORS ASSOCIATION	Membership Renewal	110.00
SHIFFLER	Supplies	163.00
VENTURE COMMUNICATIONS	Telephone	421.43
WEX BANK	Motor Fuel - FB	633.71
	Motor Fuel - Activity	44.66
	Motor Fuel - Cheer	223.52
	Motor Fuel - Bus. Mgr	29.28
	Motor Fuel - Superintendent	11.85
	Motor Fuel - Maintenance	182.81
	Motor Fuel - XC	28.56
	<u>GENERAL FUND TOTAL</u>	48,183.06

FUND: CAPITAL OUTLAY

AMAZON CAPITOL SERVICES	Tech Supplies	199.79
BYTESPEED, LLC	Computers - ESSER	6,900.00
CENTURY BUSINESS PRODUCTS, INC	Copier Lease	480.02
CITY OF HIGHMORE	Aud Rent	2,750.00
CIVIL DESIGN INC	Track Design	160.00
FOREMAN SALES AND SERVICE, Inc.	Bussing - VB 15%	718.61
	Bussing Activity 15%	61.43
	Bussing - XC 15%	382.97
	Bus Route 15%	2,331.07
INFINITE CAMPUS	Point of Sale Tablet	1,249.00
JAN BUSSE FORD	Ford Explorer	33,000.00
TEACHERS SYNERGY, LLC	TPT Subscription	3,400.00
	<u>CAPITAL OUTLAY TOTAL</u>	51,632.89

FUND: SPECIAL EDUCATION

AMAZON CAPITOL SERVICES	Supplies	35.35
HAND COUNTY MEMORIAL HOSPITAL	PT	560.00
	OT	1,392.00
HIGH SCHOOL ACTIVITY FUND	Credit - Apple Tax	(120.61)
TOBII DYNAVOX	Boardmaker Subscription	199.00
TRENHAILE, JAY	Evaluations	2,055.00
VILAS PHARMACY	Supplies	107.85
	<u>SPECIAL EDUCATION TOTAL</u>	4,228.59

FUND: FOOD SERVICE

ARAMARK	Mop/Laundry	126.76
EAST SIDE JERSEY DAIRY	Milk (Supply Chain \$)	755.79
MASHEK FOOD CENTER	Food	830.13
PERFORMANCE FOODSERVICE	Food	4,800.94
	Supplies	441.30
SD DEPT OF ED; CHILD/ADULT	Food	1,318.11
NUTRITION SERVICES	<u>FOOD SERVICE TOTAL</u>	8,273.03
	OCTOBER TOTAL INVOICES	109,449.37

No Conflicts of Disclosure at this time.

Kristi Effling entered at this time, 7:02 pm.

Public Input:

A discussion was held regarding the availability of the elementary door. Patron had asked the reason behind the elementary door being closed. Superintendent Cermak explained that last spring, a situation was brought forth where both him and the staff had agreed that for the safety of our students, to keep the elementary doors locked. Patrons expressed concerns that they should be made aware of situations that happen at the school in addition to the staff and the board knowing. Patron requested that the elementary door be open from 7:50 or 8:00 am with the help of a school staff member or a volunteer from the community to watch the door. Mr. Cermak explained that a staff meeting was held Friday afternoon on October 6th and there was a general consensus from the teachers that the elementary door should be locked until 8:10 and remain open from 8:10-8:30 as there will be a presence of staff in the hallways at that time to help watch the door. Kids will remain in the gym till 8:10 before heading to their classrooms according to the school handbook policy and the gym doors will become locked at 8:15 a.m. It was decided that there would be incremental changes in starting with 8:10 opening of the elementary door and from there, Superintendent Cermak will do a case study on parent drop off at that elementary door. If the board decides to open it earlier and a volunteer comes in to watch that door, they will need a background check. Board member requested we have parents continue to only drive west on that street with the elementary door, so we stay consistent with the one way drop off back by the gym doors. High school side doors will go from being open at 7:50 a.m. to being open at 8:10 a.m.

Patron questioned the lifetime of the gym floor with it being utilized in the capacity of holding kids in the morning before school and the lunchroom. It was stated that our custodial staff cleans it every day and gets refinished once a year in the summertime. There was concern about when it is used for sporting practices in the winter, due to the floor being slippery.

Members of the community are working on getting a childcare program up and running. In addition to the childcare need for kids under school age, there was also discussion held regarding starting up an after-school program for students to go from 3:30-5:30 that would be similar to Miller's set up of their former Rustler Roost program. Patron asked if the school would be interested in holding this. Superintendent Cermak explained that the school did have one classroom that is not being utilized in the high school on the north side of the school that could be a spot to host this. Patron mentioned what they've seen work best in other after school programs is staffing with high school students. Parents/guardians would be charged to take their students here. More to come on this idea as the childcare program gets underway.

A board member asked if we were to have absent custodial staff during a time we need snow removal and food service substitutes when they are gone. Superintendent Cermak explained that he has filled in for removing snow in the past and can contact Kutz Construction or other snow removal entities if needed. When food service staff are absent, they are asked if they need additional help and have always said they are able to manage without substitutes.

It was asked if a girl's wrestling coach has been hired. Yes, a coach has been hired over in Miller and approximately 15 girls are interested in going out for girl's wrestling this school year.

Superintendent's Report

- School Report Card will be released on October 12th.

- Track Project Bid Opening will be held by Civil Design Inc. on October 10th at 1:00 in the Computer Room at the Highmore-Harrold School District. Mr. Cermak and Mrs. Hamlin will be in attendance.
- Cummings Ave Drop Off Review: The busiest window of vehicle traffic is in the timeframe of 7:50-8:00 on the street. On average, the highest car traffic in a given timeframe is 1.9 vehicles per minute. For the most part, vehicles are driving from the south, heading north, with a few vehicles that head the opposite direction down that road during the morning drop-off.
- The school has their regular Special Education and Title review happening this month with the state.
- The school board was recognized by the Associated School Boards of South Dakota.

PreK-12 Principal's Report

- Parent teachers conference were held on Thursday, September 28, 2023. Grades PK-6 had an average of 91% percent and the junior high/high school had an average of 65% turnout.
- Fall sports are winding down with playoffs and tournament play approaching.
- Red ribbon week will start October 23-27th and will include dress up days for the students.
- The 1st Quarter will end on October 20th.
- All state chorus will be held in Rapid City on October 28th.
- FCCLA will be hosting a Halloween party for kids in grades K-3 on October 27th.
- November 6th will be the National Honor Society ceremony held in the gym at 7:00 pm.
- November 9th is our Veteran's Day program at the auditorium, starting at 9:00 am.

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 will be receiving a donated beef for our November 1st scheduled processing date at Brock's Butcher Block in Onida from the Todd Cowan Ranch of Highmore. The school recognized the generosity of the Cowans again in this year's Beef to School Program. The next scheduled processing date is on April 3rd. Highmore-Harrold School District was recognized on KELOland News on Tuesday, October 3rd for being one of the schools in South Dakota who are a part of the Beef to School Program. Thank you to all of our community producers for the donated beef to our school.
- The School Lunch Program is to receive the third round of Supply Chain Funding Assistance. We are estimated to receive \$9,244.31 and possible additional money if not all school districts sign up for the funding allocations. Supply Chain Funding can be utilized on non-processed or minimally processed foods for the program and has no deadline on when to drawdown all of the funds. To date, we have \$18,386.49 unused of Supply Chain Funding. We have been using these funds for our dairy product from Prairie Farms, East Side Jersey Dairy supplier.

New Business:

Motion made by Haiwick, seconded by Effling to approve Junior High Girl's Basketball Coach to Rhonda

Baloun, \$2,221.00. The motion passed.

First Reading of Policy DB: Budget for review and revision was held. To date we have 196 board policies. The school board would like to review a few board policies at each board meeting, except during the timeframe of negotiations and adopting the student handbooks and the budget.

The Board set their next regular meeting for November 13, 2023 at 7:00 pm in the Business classroom.

Motion by Haiwick and seconded by Effling to Adjourn at 8:10 pm. The motion passed.

- All motions are unanimous unless otherwise stated.

_____ Stacey Hamlin, Business Manager

_____ Jim Stephenson, Board President