

MINUTES OF THE REGULAR SCHOOL BOARD MEETING

THE REGULAR SCHOOL BOARD MEETING OF THE HARDING COUNTY SCHOOL DISTRICT NO. 31-1 WAS HELD JULY 10, 2017 AT 5:30 P.M. AT THE HARDING COUNTY SCHOOL DDN ROOM.

Members Present: Jesse Glines, Ryan Glines, Laura Johnson, David Wickstrom, and Randy Routier.  
Administration Present: Superintendent Josh Page, Business Manager Elizabeth Henderson, Principal/AD Kelly Messmer Maintenance Supervisor Steve Leithauser.

Visitors Present: Pam Brewer, Carmen Gilbert, Kelly Clark, BJ Padden, Dave Teigen.

President Wickstrom called the meeting to order at 5:30 p.m.  
Pledge of Allegiance was said.

Unless otherwise noted, all Board action was by unanimous decision.

Motion by Johnson, second by R Glines to approve the consent agenda as follows:

- Approve Agenda, with addition of Resignation
- Approve minutes of June 12th, 2017 Regular Meeting
- Approve Financial Report.

Motion Carried.

JUNE PAYROLL AND BENEFITS

General	126,442.13
Principals and Secretaries	11,126.61
Superintendent	12,971.38
Business Manager	8,150.00
Custodians	17,249.83
X-Cur	852.38
Special Education	15,188.50
Food Service	4,266.03

Motion by R Glines, second by Routier to approve the June 30, 2017 bills. Motion carried.

**JUNE 2017 -END OF YEAR**

**GENERAL FUND**

ARROWWOOD RESORT	AD CONFERENCE	275.85
AT&T	PHONE SERVICE	41.82
FARMERS UNION	PROPANE	4065.60
IMPREST/UNUM	INSURANCE	35.76
INFINITE CAMPUS	LICENSE FEES	121.20
LYONS PROPANE	RURAL PROPANE	385.05
NETWORK	CUSTODIAL SUPPLIES	2169.79
NETWORK	CUSTODIAL EQUIPMENT	1083.30
NORTHWEST PIPE	FAUCET KEYS	24.64
PETTY CASH	POSTAGE	6.65
PRINCIPAL	FINAL VISION	590.45
SPORTS ENGINE	WRESTLING TRACKING	50.00
SBM	SUPPLIES	113.96

VANWAY TROPHY	BELLS	127.65
	<b>TOTAL GENERAL</b>	<b>9091.72</b>
 <b>CAPTIAL OUTLAY</b>		
GAME TIME	PLAYGROUND MULCH	17920.00
JUNIOR LIBRARY GUILD	LIBRARY MEDIA	1916.00
K-LOG	TABLES/CHAIRS	1033.79
	<b>TOTAL CAPITAL OUTLAY</b>	<b>20869.79</b>
 <b>SPED</b>		
CTS	OT SERVICES	1103.08
IMPREST/UNUM	INSURANCE	3.60
HOFF, SANDY	SUMMER PRESCHOOL	1701.30
NWAS	SPEECH/EARLY CHILDHOOD	12443.00
PRINCIPAL	FINAL VISION	48.62
	<b>TOTAL SPED</b>	<b>15299.60</b>
 <b>FOOD SERVICE</b>		
IMPREST/UNUM	INSURANCE	1.20
PRINCIPAL	FINAL VISION	48.62
	<b>TOTAL FOOD SERVICE</b>	<b>49.82</b>
	<b>TOTAL EXPENDITURES</b>	<b>45310.93</b>

Discussion was held about the outstanding lunch bills. Motion by R Glines, second by J Glines to published outstanding lunch bills. Motion carried. Additional notices will be sent.

Tailynn Adolph	\$84.11
Lex Burghduff	\$735.85
Jennifer Dingfelder	\$81.75
Brandy Dorminey	\$787.50
Cheyenne Hansen	\$60.65
Steve Nation	\$874.70
Anne Brienza-Schluening	\$706.40
Tasha Tibbs	\$17.55

President Wickstrom presented outgoing board member Ryan Glines with a bell in recognition of his time on the board.

Motion by J Glines, second by Johnson to accept Amanda Olson’s resignation as Assistant Girls Basketball coach. The board thanks Ms. Olson for her time and dedication to the school. Motion carried.

Principal Messmer discussed concussion testing with the board. Testing will begin later this month for student athletes in grades 6, 7, 9, and 11. The board also wished to thank the Harding County Hospital Association for their continued support by paying for testing software and tests.

Motion by Johnson, second by J Glines to enter into executive session pursuant to SDCL 1-25-2(1) for a personnel matter at 5:40 pm. Motion carried. Principal Messmer recused himself from executive session.

President Wickstrom declared the board out of executive session at 6:05 pm.

Motion by Johnson, second by R Glines to offer extra-curricular sports contracts and approve volunteer coaches as follows:

- Tammy Bruha – Head Volleyball
- Lynnette Stugelmeyer – ½ Assistant Volleyball
- Marisa Hett – ½ Assistant Volleyball
- Karli Gress – Junior High Volleyball / Assistant JV
- Jay Wammen – Head Football; Head Boys Basketball
- Waylon Sabo – Assistant Football, Assistant Boys Basketball
- Ray Ginsbach – Junior High Football / Assistant JV Football; Head Girls Basketball
- Holly Costello – Head Cross Country
- Jeana Hunsucker – Assistant Girls Basketball
- Matt Weakland – Junior High Boys Basketball / Assistant JV
- Ryne Baier – Head Wrestling Coach
- Wally Stephens – Head Boys Track
- Cher Messmer – Head Girls Track
- Ron Slaba – Assistant Track
- Jesse Glines – Volunteer Football
- Jess Feist – Volunteer Football
- Casey Olson – Volunteer Wrestling
- Taz Olson – Volunteer Wrestling

Motion carried.

Motion by J Glines, second by Johnson to approve paraprofessional contract for Danette Rolph, and to offer and approve the following contracts:

- Ray Ginsbach – Summer Strength Conditioning
- BJ Padden – Rural Paraprofessional

Motion carried.

Motion by R Glines, second by J Glines: Let it be resolved that the school board of Harding County School District, in accordance with SDCL 13-11-3.2, and after duly considering the proposed supplemental budget, hereby approves and adopts the following supplemental budget in total:

<b>Appropriations</b>	<b>General Fund</b>	
10-1131-000-111	HIGH SCHOOL SALARIES	\$8861
10-2555-000-332	PARENT MILEAGE	\$16900
10-2555-000-333	ROOM & BOARD	\$2025
10-6103-000-334	BOYS BASKETBALL TRAVEL	\$3815
10-6901-000-110	ASST TRACK COACH	\$2976
10-6901-000-334	TRACK TRAVEL	\$2300
	<b>TOTAL APPROPRIATIONS</b>	<b>\$36877</b>
<b>Means of Finance</b>	<b>General Fund</b>	
10-3111-001	STATE AID	\$36877
	<b>Total Means of Finance</b>	<b>\$36877</b>
<b>Appropriations</b>	<b>Special Education Fund</b>	
22-2172-000-319	PT/OT SERVICES	\$6500
	<b>TOTAL APPROPRIATIONS</b>	<b>\$6500</b>

**Means of Finance**  
22-1110

**Special Education Fund**  
Ad Valorem Taxes  
**Total Means of Finance**

\$6500  
**\$6500**

Motion carried.

Motion by Routier, second by J Glines to transfer \$5,000 from the General Fund to the Food Service Fund.  
Motion carried.

Student Handbooks were discussed. Motion by R Glines, second by Routier to approve the 2017-2018 Elementary and Junior High/High School Student Handbooks. Motion carried.

Motion by Johnson, second by J Glines to appoint Carmen Gilbert to a one-year term as a school board member to fill the vacancy. Motion carried.

President Wickstrom declared the 2016-2017 school board adjourned at 6:14 pm.

Business Manager Henderson gave the Oath of Office to new board member Carmen Gilbert.

Election of Officers: Johnson nominated Wickstrom for President, and was seconded by J Glines. Having no other nominations, Wickstrom was declared the new President.

Nomination for Vice President: Johnson nominated J Glines for Vice President, seconded by Gilbert. Having no other nominations, J Glines was declared the new Vice President.

President Wickstrom called the meeting to order at 6:17 pm.

Motion by Routier, second by J Glines to approve the consent agenda:

- a. Designate Business Manager, Elizabeth Henderson, as Custodian of Accounts.
- b. Designate Pioneer Bank and Trust as official depository.
- c. Designate Nation Center News as official Legal Newspaper.
- d. Designate Superintendent Josh Page as the authorized representative for all state and federal programs.
- e. Designate Richard Pluimer as the Legal Counsel.
- f. Set the second Monday of each month at 5:30 p.m. as the date and time for the regular school board meetings.
- g. Authorize the Superintendent to close school in case of inclement weather or other emergencies.
- h. Set school board compensation at none.
- i. Adopt the policies of the FY 16-17 School Board.
- j. Establish rates and salaries for the 2017-18 School year:
  1. Para Professionals that are half-time or more are eligible to receive fringe benefits the same as full-time staff members.
  2. Substitute teacher salary at \$90.00 per day for subs. If a sub works for a month, for a long term absence, the daily rate may be contracted up to \$100 per day. No mileage will be paid for any substitutes.
  3. Elementary student room and board at \$150 per month for maximum of 9 months for the first child and \$75 per month for each additional child to a maximum of \$300

per month. This compensation is in effect when the family moves to Buffalo and the total cost of the room and board is less than or equal to the cost of mileage if a bus is not provided.

4. Mileage rate for staff is 42 cents per mile, meals at state rate and room allowance at actual cost. Meals will only be paid for overnight trips.
  5. Scorekeepers and timer salary at \$10 per game for basketball, volleyball, wrestling and football.
  6. Admission charges for school activities - \$5 for adults and \$2 for students. Free admission to staff & their spouses, workers, Senior Citizens and peace officers in uniform. Activity tickets - \$30 for adults, \$15 for students and \$50 for couples.
  7. District will pay for Activity Bus Driver physical.
  8. Rural Teacher Stipends \$1800 per year.
  9. Custodial sub pay at \$9.00 per hour.
  10. Bus driving salaries at: \$15 per hour driving time, \$15.00 per hour waiting time. Meals and lodging will be paid when it is an overnight trip. On overnight trips, salary will not be paid from 8:00 PM to 8:00 AM unless it involves driving time. Minimum pay per trip shall be \$50.
- k. Authorize Business Manager to publish salaries and NCLB and ESSA notices
  - l. Authorize the Superintendent to act in absence of business manager
  - m. Appoint Steve Leithauser as LEA asbestos coordinator.

Motion carried.

President Wickstrom opened propane bids.

Lyons Propane - \$1.08 per gallon

Farmers Union - \$1.05 per gallon, no patronage

Discussion was held about the propane bids. Motion by J Glines, second by Routier to award the 2017-2018 propane bid to Farmers Union Oil Company at \$1.05 per gallon with no patronage. Motion carried.

Motion by Johnson, second by Glines to approve the following bills for payment. Motion carried.

## **JULY 2017**

### **GENERAL FUND**

ASBSD	2017-18 DUES	998.55
BUFFALO HARDWARE	CUSTODIAL SUPPLES/EQUIP	312.65
CARDMEMBER SERVICES	TRAVEL/SUPPLIES	1034.57
C.N.A SURETY	BUS MANAGER BOND	175.00
CONSOLIDATED	PHONE SERVICE	124.85
FARMERS UNION	FUEL/SUPPLIES	74.00
FIRST WESTERN INS	PROPERTY INS	82639.00
GRAND ELECTRIC	UTILITIES	5089.51
HENDERSON OIL	FUEL	239.23
IMPACT	CONCUSSION TESTING	435.00
MDU	RURAL UTILITIES	151.76
NATION CENTER NEWS	PUBLISHING/ADVERTISING	246.32
NETWORK	CUSTODIAL SUPPLES/EQUIP	358.15
NASSP	2017-18 DUES	480.00
NORMAN, CHRISTINA	PARENT MILEAGE	540.96
NORTHLAND SECURITIES	CONTRACT SERVICE	435.00
NORTHWEST PIPE	CUSTODIAL SUPPLES/EQUIP	40.63

SASD	2017-18 DUES	2114.00
SHI	MICROSOFT LICENSING	1910.22
SUI	CONTRACT SERVICE	5600.00
SD UNITED SCHOOLS ASSOC.	17-18 DUES	450.00
SW BUSINESS	SUPPLIES	15.10
TIE	2017-18 DUES	720.00
TOWN OF BUFFALO	WATER/GARBAGE	544.60
TOWN OF CAMP CROOK	WATER/SEWER	140.40
WEX	FUEL	217.90
WRCTC	PHONE SERVICE	595.12
	<b>TOTAL GENERAL</b>	<b>105682.52</b>
<b>CAPITAL OUTLAY</b>		
BSN SPORTS	VB UNIFORMS	1466.00
RIDDELL	HELMET RECONDITIONING	819.79
UNIVERSAL ATHLETICS	FB UNIFORMS	5267.55
WRCTC	PHONE LEASE	72.00
	<b>TOTAL CAPITAL OUTLAY</b>	<b>7625.34</b>
<b>SPED</b>		
PEAK MOTION	PT/OT SERVICES	258.60
SMALL TALK SPEECH THERAPY	SPEECH SERVICES	2010.00
	<b>TOTAL SPED</b>	<b>2268.60</b>
	<b>TOTAL EXPENDITURES</b>	<b>115576.46</b>

Conflicts of interest were discussed, regarding the qualifications if one would need to be filed.

David Wickstrom was appointed to be the ASBSD Delegate at the summer convention.

Motion by Gilbert, second by J Glines to appoint Randy Routier to be the NWS delegate for the 2017-2018 school year with Laura Johnson as the alternate.

Routier gave the NWS report, there was no new business.

Leithauser gave the Maintenance report.

Henderson gave the Business Manager report. The Auditors from Casey Peterson, Ltd. will be here August 1-4.

Messmer gave the Principal/AD report. Football practice starts on August 7<sup>th</sup> and Volleyball and Cross Country practices begin on August 10<sup>th</sup>. The Junior High Girls Basketball Coach position is open.

Page gave the Superintendent report. Goldenwest will be here to do system upgrades later this week. Grant applications are proceeding as the state puts forth more information.

President Wickstrom declared the meeting adjourned at 6:30 pm.