

MINUTES OF THE REGULAR SCHOOL BOARD MEETING

THE REGULAR SCHOOL BOARD MEETING OF THE HARDING COUNTY SCHOOL DISTRICT NO. 31-1 WAS HELD JULY 8, 2019 AT 5:30 P.M. AT THE HARDING COUNTY SCHOOL DDN ROOM.

Members Present: Jesse Glines, Carmen Gilbert, Laura Johnson, Will Meyer, and Randy Routier.  
Administration Present: Superintendent Josh Page, Business Manager Elizabeth Henderson, Principal/AD Kelly Messmer.

Visitors Present: Traci Routier, Lori Teller, TaTania Verhulst, Karli Verhulst, Tonja Montgomery Hansen, Robert Hansen, Zack Anders, Spring Padden, Jennifer Anders, Maxine Rasmussen, Karissa Rasmussen, Dean Rasmussen, David Wickstrom, Garrett Rolph,

President Glines 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.

**19-212 Oath of Office.** Business Manager Henderson administered the oath of office to board member Will Meyer.

**19-213 Consent Agenda.** Motion by Johnson, second by Gilbert to amend the agenda to move Executive Session from the end of the meeting to after 19-214 – Approve FY 2018 Bills. Motion carried.

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

- Approve Agenda, as amended
- Approve minutes of June 10th, 2019 Regular Meeting and the June 24<sup>th</sup>, 2019 Special Meeting
- Approve Financial Report.

Motion Carried.

JUNE PAYROLL AND BENEFITS

General	131,722.52
Principals and Secretaries	11,145.89
Superintendent	12,567.48
Business Manager	8,192.06
Custodians	9,777.95
X-Cur	852.39
Bus Driver	3,897.47
Special Education	18,006.60
Food Service	4,529.14

**19-214 Approve FY 2019 Bills.** Motion by Johnson, second by Routier to approve the June 30, 2019 bills. Motion carried.

**GENERAL FUND**

FRONTIER GLASS	RED VAN WINDSHIELD	356.89
GLINES ELECTRIC	CONTRACT SERVICE	597.94
IMPREST/C.N.A. SURETY	NOTARY BOND	50.00
IMPREST/NEWELL SCHOOLS	REGION GOLF	33.12
IMPREST/MARLA REEDY	2019 PARENT MILEAGE	294.84
OLSON CONSTRUCTION	ROUTE BUS MAINTENANCE	80.00

PIHL, JUSTIN	2019 PARENT MILEAGE	3,210.48
PROPOINT	FUEL	111.11
SAFEGUARD	CHECKS	234.93
SMITHSONIAN	MAGAZINE SUBSCRIPTION	11.00
TURBIVILLE PHOTOGRAPHY	SUPPLIES	68.00
	<b>TOTAL GENERAL</b>	<b>5,048.31</b>
<b>CAPITAL OUTLAY</b>		
FIRST NATIONAL WM	BOND REFINANCE FEE	500.00
JUNIOR LIBRARY GUILD	LIBRARY MEDIA	2,388.70
MEIERHENRY SARGENT	BOND COUNSEL	6,350.00
	<b>TOTAL CAPITAL OUTLAY</b>	<b>9,238.70</b>
<b>SPED</b>		
PEAK MOTION	OT/PT SERVICES	3,936.00
	<b>TOTAL SPED</b>	<b>3,936.00</b>
<b>FOOD SERVICE</b>		
H&L SUPERVALU	FOOD	12.74
	<b>TOTAL FOOD SERVICE</b>	<b>12.74</b>
	<b>TOTAL EXPENDITURES</b>	<b>18,235.75</b>

**19-215A Executive Session.** Motion by Gilbert, second by Routier to enter into executive session at 5:35 pm pursuant to SDCL 1-25-2(1) for a personnel matter. Motion carried. The board was declared out of executive session at 5:46 pm.

**19-215 Juniors – Dual Credit.** The board heard testimony from several people regarding grandfathering 5 students into the dual credit policy. David Wickstrom stated that he was on the board when the policy was put into place and the changes were made to make sure that taxpayer dollars were spent efficiently, making sure classrooms were full and teachers were being utilized correctly. Karli Verhulst shared a short presentation with the board on the pros of utilizing the dual credit classes.

Motion by Gilbert, second by Johnson to grandfather the five students who took American Government as a dual credit class in the Spring of 2019 in to the current policy. Motion carried.

**Open Forum:** There was no new business brought before open forum.

**6:00 PM Open Propane Bids.** Propane bids for the 2019-20 school year were received and opened at 6:00pm. Bids received:

Olson Propane - \$1.09

Propoint Cooperative - \$0.84 effective July 1 to September 30, 2019.

\$1.09 effective October 1, 2019 to June 30, 2020

Motion by Meyer, second by Routier to accept the Propoint Cooperative Bid for the 2019-2020 school year. Motion carried.

**19-216 Approve Handbooks.** Motion by Johnson, second by Routier to approve the second reading of the 2019-20 Elementary, Middle School/High School, Athlete and Coaches handbooks. Motion carried.

**19-217 Open Enrollment.** Motion by Meyer, second by Johnson to approve open enrollment requests for students A, B, C, and D. Motion carried.

**19-218 Outstanding Lunch Bills.** Discussion was held regarding the remaining lunch bills. Motion by Gilbert, second by Routier to publish the outstanding lunch bills. Motion carried. Additional notices will be sent.

Tel Koan	\$144.50
Steve Nation	\$1,153.50
Brian Williams	\$183.05

**19-219 Offer/Approve Contracts.** Motion by Gilbert, second by Meyer to approve the following contracts: Kelly Messmer – Athletic Director, Waylon Sabo – Asst Football and Asst Boys Basketball, Brady Harkless-Jr. High Football, Lynnette Stugelmeyer – Asst. Volleyball, Karli Gress – Jr. High Girls Volleyball, Kaycee Moody – Jr. High Girls Basketball, Matt Weakland – Jr. High Boys Basketball, Wally Stephens – Asst. Track. Motion carried.

**19-220 Negotiated Agreement.** Lori Teller, HCEA President was present and reviewed the Negotiated Agreement with the board and Business Manager Henderson. Motion by Johnson, second by Routier to approve the negotiated agreement with the following changes: 1) “Limit of one 10-credit reimbursement per school year” for additional credits earned; 2) Teacher Work Day will be 7:30 am to 4:00 pm, Monday through Wednesday, and 7:30 am to 3:45pm on Thursday. Motion carried.

**19-221 Pension Fund.** Motion by Routier, second by Johnson to close the Pension Fund as of June 30, 2019 and to transfer any outstanding funds, assets, and liabilities to the General Fund. Motion carried.

**19-222 Supplement the Budget.** Motion by Gilbert, second by Meyer to approve the following supplemental budget:

Appropriations	General Fund	
10-1111-000-479	Continental Grant Equipment	\$5,000.00
10-1131-005-479	Continental Grant Equipment	\$5,000.00
<b>Special Education Fund</b>		
22-1221-000-111	SPED Salaries	\$4,000.00
<b>Food Service Fund</b>		
51-2561-000-112	Food Service Salaries	\$2255.00
Means of Finance	General Fund	
10-1920-005	Continental Grants	\$10,000.00
<b>Special Education Fund</b>		
22-1110	Ad Valorem Taxes	\$4,000.00
<b>Food Service Fund</b>		
51-1610	Student Meals	\$2,255.00

Motion carried.

President Glines declared the 2018-2019 school board adjourned at 6:20 PM. A 5-minute recess was held.

**20-001 Organization of New School Board.** Business Manager Henderson gave the Oath of Office to re-elected board members Randy Routier and Laura Johnson.

Election of Officers: Routier nominated Glines for President and was seconded by Meyer. Having no other nominations, Glines was declared President.

Nomination for Vice President: Routier nominated Meyer for Vice President, seconded by Gilbert. Having no other nominations, Meyer was declared the Vice President.

**20-002 Call to Order.** President Glines called the meeting to order at 6:25 pm.

**20-003 Consent Agenda.** Motion by Routier, second by Meyer 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 18-19 School Board.
- j. Establish rates and salaries for the 2019-20 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 Kevin Watson as LEA asbestos coordinator.
- n. Conflict of Interest Waivers – will be brought to the August board meeting.

Motion carried.

**20-005 Approve Bills for Payment.** Motion by Gilbert, second by Johnson to approve the following bills for payment. Motion carried.

**GENERAL FUND**

ASBSD	DUES	1036.17
AT&T	PHONE SERVICE	37.31
AMAZON	CUSTODIAL SUPPLIES REFUND	-34.5
BUFFALO HARDWARE	SUPPLIES	65.31
BUFFALO RANCH SUPPLY	SUPPLIES	44.25
CARDMEMBER SERVICES	GOLF TRAVEL / SUPPLIES	1378.51
CENEX FLEETCARD	FUEL	214.02
C.NA SURETY	BOND	175.00
CONSOLIDATED	UTILITIES	118.33
GRAND ELECTRIC	UTILITIES	6,435.02
HC TRUST	REGION GBB	536.36
HUB INTL MOUNTAIN STATES	PROPERTY INSURANCE/WORK COMP	60,696.31
LEMMON SCHOOL	REGION TRACK	205.11
MDU	UTILITIES	151.90
NATION CENTER NEWS	PUBLISHING/ADVERTISING	192.32
NETWORK SERVICES	CUSTODIAL SUPPLIES	246.26
OLSON FUELS	FUEL	317.49
OLSON PROPANE	LUDLOW FILL/REPAIRS	663.82
PITNEY BOWES	POSTAGE	500.00
REALLY GOOD STUFF	SUPPLIES	545.26
SANFORD FLEX	FEES	4.00
SASD	2020 MEMBERSHIP	2,349.00
SCHOOL DATEBOOKS	SUPPLIES	262.71
SHI	TECH SUPPLIES	1,905.06
SUPREME SCHOOL SUPPLY	SUPPLIES	253.16
SW BUSINESS	SUPPLIES	30.82
TEACHER DIRECT	SUPPLIES	485.50
TEACHER PLACEMENT	2020 MEMBERSHIP	435.00
TOWN OF BUFFALO	JUNE WATER	383.80
TOWN OF CAMP CROOK	JUNE WATER	152.10
VINING, DUSTIN	2019 PARENT MILEAGE	5,880.00
WICKHAM WASTE MGMT	RURAL GARBAGE	40.00
WEX	FUEL	106.94
WRCTC	PHONE	549.50
	<b>TOTAL GENERAL</b>	<b>86,361.84</b>

**GRANTS**

AMAZON	STEM GRANT SUPPLIES	4,729.69
TIE	FY 20 DUES	920.00
	<b>TOTAL GRANTS</b>	<b>5,649.69</b>

**CAPITAL OUTLAY**

BUFFALO HARDWARE	EQUIPMENT	439.98
RIDDELL	HELMETS	935.56
SCOOTPAD	INSTRUCTIONAL SOFTWARE	560.03
SOFTWARE UNLIMITED	ANNUAL SUBSCRIPTION	5,750.00
WRCTC	PHONE LEASE	267.13

	<b>TOTAL CAPITAL OUTLAY</b>	<b>7,952.70</b>
<b>SPED</b>		
HUB INTL MOUNTAIN STATES	WORK COMP	1,952.69
NWAS	SPEECH/EC/ASSESSMENT	6,621.01
SMALL TALK SPEECH	SUMMER SPEECH	1,170.00
	<b>TOTAL SPED</b>	<b>9,743.70</b>
	<b>TOTAL EXPENDITURES</b>	<b>109,707.93</b>

**20-006 Appoint ASBSD Delegates.** Motion by Johnson, second by Gilbert to appoint Randy Routier to be the ASBSD Delegate at the summer convention, with Laura Johnson as the alternate. Motion carried.

**20-007 NWAS Representative.** Motion by Gilbert, second by Meyer to appoint Randy Routier to be the NWAS delegate for the 2019-2020 school year with Will Meyer as the alternate. Motion carried.

**20-008 NWAS Report.** Routier gave the NWAS report, there was no new business.

**20-009 Business Manager.** Henderson gave the Business Manager report.

Motion by Routier, second by Gilbert to transfer \$5,000 from the General Fund to the Food Service Fund effective June 30, 2019. Motion carried.

Motion by Gilbert, second by Johnson to approve 24-month intra-fund note of \$150,000 from the Capital Outlay fund to the General Fund, effective June 30, 2019. Motion carried.

**20-010 K-12 Principal Report.** Principal Messmer gave the Principal/AD report. Football practice starts on August 12<sup>th</sup> and Volleyball and Cross-Country practices begin on August 15<sup>th</sup>. Thank you to the Harding County Hospital Association for paying for the concussion testing again this year. We have received the SD Beef Council Grant again– this will pay for beef to feed the football teams after games this year. Thank you also to Wade Bail for the purchase and installation of a new ceiling mounted US Flag that will mechanically drop during the playing of the National Anthem during games in the gym.

**20-011 Superintendent Report.** Supt. Page gave the Superintendent report. Thank you to the custodians and summer workers for all their hard work. The school is looking excellent. The consolidated app (for federal grants) is complete and submitted. The district is still in search of a route bus driver for the Reva Route. Anyone interested is encouraged to call the school.

President Glines declared the meeting adjourned at 6:48 pm.

Submitted By:

\_\_\_\_\_  
 Elizabeth Henderson  
 Business Manager  
 Approximate cost of this publication is \$115.00.

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 Jesse Glines  
 Board President