

SCHOOL BOARD MINUTES
WATERTOWN SCHOOL DISTRICT NO. 14-4
CODINGTON COUNTY, SOUTH DAKOTA
(Pending School Board Approval)

The School Board of the Watertown School District No. 14-4 of Codington County, South Dakota convened pursuant to due notice at 5:30 p.m., Monday, March 8, 2021 in regular session. The following members were in attendance: Scott Hardie, Tammy Rieber, Stuart Stein, and Jean Moulton. It was noted that Chairman Stephanie Lenards would arrive late. Also in attendance were staff, administration, and representatives of the news media.

REGULAR MEETING

Scott Hardie convened the Board for its regular session by leading the Pledge to the Flag.

CONFLICTS OF INTEREST

Scott Hardie asked if any School Board member or administrator needed to disclose a conflict of interest on any agenda or non-agenda item. No conflicts were disclosed.

AGENDA REVIEW/APPROVAL

Stuart Stein moved that the agenda be approved as presented. Jean Moulton seconded. Four votes yes. Motion carried.

MINUTES

Jean Moulton moved that the minutes of the February 8, 2021 and February 24, 2021 meetings be approved as presented. Tammy Rieber seconded. Four votes yes. Motion carried.

FINANCIAL REPORT

The Business Manager presented a financial report of receipts, disbursements, and cash balances for the month of February, 2021 as listed below:

Receipts: Taxes, \$780,761.15; Tuition, \$564,746.39; County Sources, \$32,043.50; State Aid, \$2,977,378.00; Other State Sources; \$951,992.30; Federal Sources, \$1,223,857.16; Sales, \$213,641.76; Interest on Investment, \$6,131.08; Misc., \$551,732.74; Sales Tax, \$11,693.02.

Expenditures: Verified Claims & Expenditures, \$1,925,950.00; Salaries, \$3,779,211.29.

Cash Balances, February 28, 2021: General Fund \$8,107,570.66; Capital Outlay, \$14,513,907.62; Special Education, \$273,748.71; Lake Area Technical College, \$13,253,594.47; K-12 Nutrition Services, \$708,743.37; LATC Bookstore Services, \$1,199,394.41; LATC Nutrition Services, \$24,521.83; LATC Day Care Center, \$127,421.18; Concessions, \$41,874.04; Drivers Education, \$1,811.03; Pre-School Services, \$17,760.47.

Trust and Agency Funds: Clubs and Scholarships – Receipts, \$42,764.20; Expenditures, \$37,285.03; Balance, \$451,696.36. LATC Agency Fund – Receipts, \$189,443.15; Expenditures, \$183,573.76; Balance, \$98,220.32. Unemployment Escrow – Balance, \$180,155.75.

Special Revenue/Internal Service Funds: LATC Financial Aid – Receipts, \$1,292,473.77; Expenditures, \$1,373,001.40; Balance, \$57,212.28. Employee Benefit Trust – Receipts, \$565,029.93; Expenditures, \$489,720.48; Balance, \$7,578,078.09.

Chairman Stephanie Lenards arrived at 5:35 p.m.

ACTION 21127

Stuart Stein moved the approval of the retirements received from Brad Heesch, Curriculum Administrator; Brad Thuringer, Physical Therapy Assistant Instructor; and Darrel Grohs, Precision Machining Instructor. Tammy Rieber seconded. Five votes yes. Motion carried.

ACTION 21128

Tammy Rieber moved the approval of the resignation received from Tiffany Haider, Educare; Tara Sparks, Foundation Administrative Assistant; Gregg Noeldner, Med/Fire Rescue Instructor; and Molly Pahl, Nutrition Services Barista. Stuart Stein seconded. Five votes yes. Motion carried.

ACTION 21129

Stuart Stein moved the approval of the termination of Jon Kemmis, Facilities Maintenance Technician. Tammy Rieber seconded. Five votes yes. Motion carried.

ACTION 21130

Mike Cartney, LATC President, presented the following contract recommendations/addendums and asked for their approval.

LATC CONTRACT RECOMMENDATIONS/ADDENDUMS:

Heather Fischer – PSYC100 – 9 credits @ \$980.00/cr - \$8,820.00

Kris Lindahl – MA212 & MA167 – 3 credits @ \$980.00/cr + 4 credits @ \$121.00/credit - \$3,424.00

Christy Randall – CSC100 & MATH100 – 4 credits @ \$980.00/cr - \$3,920.00

John Butterbrodt – SOC100 – 6 credits @ \$980.00/cr - \$5,880.00

Kim Davidson – ECON105, PSYC100, RDG090 & EN090 – 9.5 credits @ \$980.00/cr + 0.5 credits @ \$121.00/cr - \$9,370.50

Daniel Haag – EST109 – 4 credits @ \$980.00/cr - \$3,920.00

Lorna Hofer – ACCT210, ACCT235 and ACCT237 – 5 credits @ \$980.00/cr + 6 credits @ \$121.00/cr - \$5,626.00

Sherray Hurlbert – COMM101 & CSS100 – 3.5 credits @ \$980.00/cr - \$3,430.00

Vikki Laurence – MLT135 – 1 credit @ \$980.00/cr + 5 credits @ \$121.00/cr - \$1,585.00

Melissa Meidinger – ENT102 – 3 credits @ \$121.00/cr - \$363.00

Ryan Remmers – LE255, LE275 & LE280 – 3 credits @ \$980.00/cr - \$2,940.00

Tim Toomey – HST132 – 2 credits @ \$980.00/cr - \$1,960.00

BJ Bolton – CIS132 & CIS136 – 18 credits @ \$121.00/cr - \$2,178.00

Nancy Iverson – MA115 – 3 credits @ \$980.00/cr - \$2,940.00

Carl Tesch – CSS100 – 0.5 credits @ \$980.00/cr - \$490.00

Jeremy Weber – AGR247 – 6 credits @ \$980.00/cr - \$5,880.00

Robin York – PN113 Online Skill Check-Off – 3.5 hr max @ \$26.40/hr - \$92.40

Brett Schutt – LE245 – 2 credits @ \$980.00/cr - \$1,960.00

Chad Stricherz – LE245 – 2 credits @ \$980.00/cr - \$1,960.00

Spensor TenEyck – CIS215 – 3 credits @ \$980.00/cr - \$2,940.00

Alexis Stinton – AGR201 – 3 credits @ \$121.00/cr - \$363.00

Part-time Temporary Positions

Stephanie Dame – Med/Fire Rescue Lab Assistant - \$25.10/hr, as needed hours
Erin Stover – Student Helper, Library/MakerSpace - \$10.30/hr, Up to 15 hours/week
Bailey Schaeffer – Student Office Helper - \$10.30/hr, Up to 15 hours/week
Nate Murphy – CPR Instructor - \$25.10/hr, as needed hours
Kordell Kuenzel – Student IT Intern - \$10.30/hr, up to 30 hours/week

Tammy Rieber moved that the contract recommendations/addendums be approved as presented. Stuart Stein seconded. Five votes yes. Motion carried.

ACTION 21131

Mike Cartney, LATC President, presented for Board consideration the authority to hire a Custodian, Professional Pilot Instructor, Aviation Maintenance Lab Instructor, Nursing Instructor, Diesel Technology Instructor, and Precision Agriculture Instructor. Stuart Stein moved the approval of the authorities to hire as presented. Tammy Rieber seconded. Five votes yes. Motion carried.

ACTION 21132

Tammy Rieber moved the authorization of the continued employment for the following LATC Administrators and Directors for the 2021-22 year: Mike Cartney, Diane Stiles, Luann Strait, Michael Butts, Shane Ortmeier, Steven Hauck, Tracy Hlavacek, and Shane Swenson. Stuart Stein seconded. Five votes yes. Motion carried.

ACTION 21133

Mike Cartney, LATC President, presented for Board consideration the sole bid received from Pro-Tec Roofing and Sheet Metal in the base bid amount of \$94,880.00 for the roof repair on the Aviation Maintenance building. Jean Moulton moved the approval of the bid as presented. Scott Hardie seconded. Five votes yes. Motion carried.

ACTION 21134

Mike Cartney, LATC President, presented for Board consideration the bids received for the shipping and receiving yard improvements. Cartney noted the bid from Crestone Builders did not meet specifications.

Bidder:	Duininck, Inc.	Crestone Builders
Bid Security:	10% Bid Bond	5% Cashier's Check
Base Bid:	\$70,992.00	\$66,000.00
Meets Specifications:	Yes	No

Scott Hardie moved the approval of the bid received from Duininck, Inc. in the amount of \$70,992.00. Jean Moulton seconded. Five votes yes. Motion carried.

ACTION 21135

Mike Cartney, LATC President, presented for Board consideration the No Cost Lease Agreement between Lake Area Tech and PPG Industries through Auto Body Specialties for the lease of a Paint Distribution System to be used in Custom Paint and Fabrication. Jean Moulton moved the approval of the No Cost Lease as presented. Scott Hardie seconded. Five votes yes. Motion carried. (A complete copy of the No Cost Lease can be viewed in the office of the LATC President.)

ACTION 21136

Mike Cartney, LATC President, requested authorization to purchase a generator for the Information Technology server room to expand online learning education during COVID and protect stored data. Cartney noted that Sourcewell, a government cooperative purchasing organization, provides Lake Area Tech, as a member, a negotiated contract price of \$51,305.00. Jean Moulton moved the approval of the generator purchase with Sourcewell as requested. Scott Hardie seconded. Five votes yes. Motion carried.

ACTION 21137

Mike Cartney, LATC President, presented for Board consideration a Surplus Property Resolution. Scott Hardie moved the approval of the following Surplus Resolution.

RESOLUTION

WHEREAS, the Watertown School District declares the following District equipment no longer necessary, useful or suitable for the purpose of which it was acquired,

AND WHEREAS, the following items are to be traded:

- 5 – Ford Taurus’s – VT 19095, VT 18819, VT 18818, VT 18812, VT 18813
- 1 – Chrysler PT Cruiser – VT 19097
- 2 – Dodge Caravan’s – VT 19094, VT 18814
- 1 – Hematology Analyzer – VT 18810

AND WHEREAS, the following items are to be disposed of:

- 1 – Autoclave – VT 18829

BE IT RESOLVED, that the Business Manager of the Watertown School District be authorized to trade/dispose of the listed equipment as allowed by statute.

Jean Moulton seconded. Five votes yes. Motion carried.

K-12 DISCUSSION ITEMS

Northeast Technical High School Board Report – Superintendent Dr. Jeff Danielsen noted that the Board of Superintendents met on Tuesday, March 2, 2021. The full Board of Northeast Technical High School is set for Wednesday, March 17th at 5:45 p.m.

Strategic Planning – Superintendent Dr. Jeff Danielsen provided a summary of the District’s Strategic Plan in which he noted that Dr. Rick Melmer of RVS Consulting was hired to help facilitate the process. The new Strategic Plan will encompass the school years of 2021-22, 2022-

23, and 2023-24. It was also noted that Dr. Melmer worked with a staff focus group and a community/parent focus group to solicit feedback on the current plan and receive input for updates. The current areas of the Strategic Plan include 1) School Safety; 2) Fiscal Health; 3) Facility Planning; 4) Relationships and Communication; and 6) Staff Development. Superintendent Dr. Jeff Danielsen noted to the Board that an updated Strategic Plan will be worked on this Spring and presented to the School Board for their approval once finished.

ACTION 21138

Stuart Stein moved the approval of the verified claims and salaries for the month of February, 2021 as presented. Jean Moulton seconded. Five votes yes. Motion carried.

ACTION 21139

Tammy Rieber moved the approval of the following retirements.

Valerie Miller – Administrative Assistant, Business Office
Lesa Dahl – Music Instructor, Intermediate School
Patty Buus – Transportation
Tonia Vachal – Kindergarten Instructor, Roosevelt
Vickie Olson – Kindergarten Instructor, Mellette

Stuart Stein seconded. Five votes yes. Motion carried.

ACTION 21140

Stuart Stein moved the approval of the following resignations.

Monica LaFave – Classroom Paraprofessional, Lincoln
Lynette Hertel – Math Instructor, High School
Ashley Wiekamp – Sophomore Volleyball Coach
Haleigh Nicol – Special Education Paraprofessional, McKinley
Molly Lindgren – Elementary Instructor, Intermediate School
Carla Lindhorst – Elementary Instructor, Jefferson

Tammy Rieber seconded. Five votes yes. Motion carried.

ACTION 21141

Darrell Stacey, Assistant Superintendent, presented the following contract recommendations/addendums and asked for their approval.

K-12 CONTRACT RECOMMENDATIONS/ADDENDUMS:

Jodi Hall – Nutrition Services, High School – 30 hours/week, \$12.00/hr
Tiffany Haider – Library Paraprofessional, Mellette – 7.5 hrs/day, \$12.00/hr
Missy Gisselbeck – Classroom Paraprofessional, Lincoln – 7.5 hrs/day, \$12.00/hr
Olivia Taschner – Counselor, Middle School - \$44,640.00
Lisa McIntire – Classroom Paraprofessional, Jefferson – 3.75 hours/day, \$12.00/hr
Stephanie Dunwoody – Art Instructor, Middle School - \$43,270.00

Tammy Rieber moved the approval of the contract recommendations/addendums as presented.

Stuart Stein seconded. Five votes yes. Motion carried.

ACTION 21142

Darrell Stacey, Assistant Superintendent, presented for Board consideration the authority to hire a School Psychologist. Stuart Stein moved the approval of the authority to hire as presented. Tammy Rieber seconded. Five votes yes. Motion carried.

ACTION 21143

Superintendent Dr. Jeff Danielsen presented for Board approval the leave of absence request for Julie Denzer, Lincoln Elementary Instructor. The absence request is for the 2021-2022 school year and is to include the capability to retract the request if circumstances change prior to July 30, 2021. Tammy Rieber moved the approval of the leave of absence as requested. Stuart Stein seconded. Five votes yes. Motion carried.

ACTION 21144

Stuart Stein moved that the following Administrators/Directors be offered continued employment for the 2021-22 year with specific contract terms to be determined: Jeff Danielsen, Darrell Stacey, Heidi Clausen, Emily Sovell, Craig Boyens, Deb Fredrickson, Tricia Walker, Jennifer Heggelund, Maria Nei, Brad Brandsrud, Troy Terronez, Mitzi Moore, Patricia McClemons, Todd Brist, Chad Johnson, Jennifer Bollinger, Tim Kruse, Laura Morrow, Gregg DeSpiegler, John Decker, Shannon Knopf, and Heather DeBoer. Tammy Rieber seconded. Five votes yes. Motion carried.

ACTION 21145

Heidi Clausen, Business Manager, requested authorization to seek bids for the roof repair/replacement of the Arena. Jean Moulton moved that the Business Manager be authorized to seek bids for roof repair/replacement as requested. Scott Hardie seconded. Five votes yes. Motion carried.

ACTION 21146

Heidi Clausen, Business Manager, presented for Board approval the bids received for three (3) conventional school buses. Clausen noted funding for these buses will be accommodated by the 2021-22 budget and supported by three (3) Clean Diesel Grants to offset the cost by \$63,000.00.

	Harlow's Bus Sales, Inc.	North Central Bus Sales, Inc.	IState Truck Center (Foreman Bus)
Bid Security	5% Certified Check	No	10% Bond
Base Bid – Three – 2021 or 2022 - 72 passenger conventional school bus seated to 65 passengers.	\$87,075.46	\$90,480.00	\$93,435.00
Alternate #1 Convection Heating	+\$1,500.00	-\$800.00	+\$2,000.00

Other Options and Information:	Allison 3000 Transmission +\$3,950.00	Armor Coating on Bumpers +\$300.00	Detroit Diesel 240 HP 660Torque <u>without</u> Engine Brake -\$1,500.00
		7.3 Ford Gas Engine -\$3,000.00	Detroit Diesel 240 HP 660Torque <u>with</u> Engine Brake -\$900.00

Scott Hardie moved the approval to accept the bid received from Harlow’s Bus Sales, Inc. in relation to the purchase of three (3) conventional school buses with convection heating in the total amount of \$265,726.38. Jean Moulton seconded. Five votes yes. Motion carried.

ACTION 21147

Heidi Clausen, Business Manager, presented for Board approval change order #2 for the Watertown High School Renovations, which consists of fifteen (15) modifications to the project, in the increased amount of \$53,033.00. Jean Moulton moved the approval of change order #2 as presented. Scott Hardie seconded. Five votes yes. Motion carried.

ACTION 21148

Heidi Clausen, Business Manager, presented for Board review the 2019-20 Annual School Audit as prepared by Vilhauer, Raml and Snyder P.C. Clausen went on to indicate that the audit has been accepted by the South Dakota Department of Legislative Audit. Clausen provided a general overview of the audit by highlighting various financial statements and reports included. It was also noted that the auditor met with Chairman Stephanie Lenards, Superintendent Dr. Jeff Danielsen, Heidi Clausen, Business Manager; and Emily Sovell, Assistant Business Manager; for a complete review of the report. Following the general discussion, Stuart Stein moved that the 2019-20 Audit Report be accepted as presented. Jean Moulton seconded. Five votes yes. Motion carried.

ACTION 21149

Heidi Clausen, Business Manager, requested the authority to seek quotes for Audit services. Jean Moulton moved that the Business Manager be authorized to seek quotes for Audit services for the fiscal year 2020-21. Scott Hardie seconded. Five votes yes. Motion carried.

ACTION 21150

Heidi Clausen, Business Manager, requested the authority to seek quotes for a Print Management Agreement. Clausen noted the print management services would provide cost savings and cost management solutions to printing needs and optimize the use of printer equipment. Tammy Rieber moved that the Business Manager be authorized to seek quotes for print management services. Scott Hardie seconded. Five votes yes. Motion carried.

ACTION 21151

Stuart Stein moved the approval of the student assignment request pursuant to SDCL 13-28-10 involving two students as presented. Tammy Rieber seconded. Five votes yes. Motion carried.

COMMUNICATIONS

Superintendent Dr. Jeff Danielsen presented the School Board with the Grapevine, an Enrollment Report, and a Nutrition Report. Superintendent Danielsen noted the Public School Exemption has 116 students with 44 of the students as new Public School Exempt enrollments. Dr. Danielsen also updated the Board with information as it relates to the hosting of a COVID Vaccination Clinic for employees of the Watertown School District in that the date for the vaccination will take place on Friday, March 12th from 7 a.m. to 5 p.m. at LATC. An update was also provided on facility planning for athletic programs in that determining proper locations for the 2021-22 school year is being discussed with the programs.

WATERTOWN SCHOOL DISTRICT BULK FUEL QUOTES

February 8, 2021

<u>Company Name</u>	<u>No. 1 Diesel Price Per Gallon</u>	<u>Regular Fuel with Ethanol Price Per Gallon</u>
Sioux Valley Coop	\$2.38	\$2.25
Moe Oil Company	\$2.41	No Bid

Sioux Valley Coop provided the lowest cost per gallon at \$2.38 for No. 1 Diesel and the lowest cost per gallon at \$2.25 for Regular Fuel with Ethanol.

March 1, 2021

<u>Company Name</u>	<u>No. 2 Diesel Price Per Gallon</u>	<u>Regular Fuel with Ethanol Price Per Gallon</u>
Sioux Valley Coop	\$2.54	\$2.56
Moe Oil Company	\$2.53	No Bid

Sioux Valley Coop provided the lowest price per gallon at \$2.56 for Regular Fuel with Ethanol and Moe Oil Company provided the lowest price per gallon at \$2.53 for No. 2 Diesel.

ADJOURNMENT

Scott Hardie moved that the Watertown School Board adjourn its regular meeting at 6:10 p.m. Jean Moulton seconded. Five votes yes. Motion carried.

By: Heidi Clausen, Business Manager