

**Leola School District 44-2**  
**Unofficial School Board Proceedings**  
Monday, November 9, 2020

Chairman ReEtta Sieh called the regular meeting of the Leola School District Board of Education to order on Monday, November 9, 2020 at 7:00 pm. Roll call showed members Trevor Zantow, Richard Westphal, Arnie Wollman and Kristi Spitzer present. Others attending included Superintendent/K-12 Principal: Bev Myer, Business Manager: Kayla Casey, Activities Director: Trevor Van Tilburg, Teachers: Pam Fauth and Traci Kappes, Tech Coordinator: Val Geffre and various staff/community members via zoom.

Sieh led the pledge of allegiance and Westphal recited the vision and mission statements.  
A quorum was established

\*Motion 20-64 by Spitzer/Zantow to adopt the agenda with the following changes. Under Board Items add D. Cottonwood Tree and E. COVID Testing. Motion Carried.

**Open Forum:** None

**Good News:**

Congrats to Emily Hatlewick for placing 11<sup>th</sup> at Region Cross Country and going to State in Rapid City  
Another congrats to Emily Hatlewick for receiving Cross Country Academic All State  
Congrats to Anna Lapka for her Titan volleyball record of getting her 1000<sup>th</sup> career dig

**Consent Agenda**

**Finance Reports & Payment of the October bills**

Ending September 30, 2020	GENERAL FUND	CAPITAL OUTLAY FUND	SPECIAL EDUCATION FUND	FOOD SERVICE FUND	DRIVERS ED FUND	GOVERNMENTAL & ENTERPRISE FUND ACCOUNT TOTALS	TRUST & AGENCY
<b>Beginning checking Balance</b>	<b>(\$507,077.75)</b>	<b>(\$127.38)</b>	<b>\$753,163.46</b>	<b>(\$222,981.86)</b>	<b>\$2,424.60</b>	<b>\$25,401.07</b>	<b>\$29,172.60</b>
<u>Revenue:</u>							
Taxes							
Local Sources	\$10,521.77	\$5,288.91	\$2,594.35	\$1,828.58		\$20,233.61	\$4,066.80
Interest	\$127.80					\$127.80	\$1.45
Federal & State							
Total Revenue	\$10,649.57	\$5,288.91	\$2,594.35	\$1,828.58	\$0.00	\$20,361.41	\$4,068.25
<u>Disbursements</u>							
Bills	\$28,225.55	\$17,728.17	\$12,192.46	\$22,121.05			\$3,565.74
Payroll	\$166,029.01		\$30,118.56	\$8,276.49			
Total Disbursements	\$194,254.56	\$17,728.17	\$42,311.02	\$30,397.54	\$0.00	\$284,691.29	
<u>Transfers</u>							
Transfer from SDFIT	\$250,000.00		\$25,000.00	\$25,000.00			
Total Net Transfers	\$250,000.00	\$0.00	\$25,000.00	\$25,000.00		\$300,000.00	
<b>Total checking balance</b>	<b>(\$440,682.74)</b>	<b>(\$12,566.64)</b>	<b>\$738,446.79</b>	<b>(\$226,550.82)</b>	<b>\$2,424.60</b>	<b>\$61,282.03</b>	<b>\$29,675.11</b>
<u>Beginning investment</u>	\$1,058,150.55	\$296,674.82	<b>(\$479,680.97)</b>	\$257,248.79		<b>\$1,132,393.19</b>	

<b>balance</b>						
<b>SDFIT Payments</b>	\$250,000.00		\$25,000.00	\$25,000.00		
<b>SDFit Receipts</b>	\$66,866.80			\$9,027.86		
Interest	\$7.73					
<b>Total investment balance</b>	\$875,025.08	\$296,674.82	<b>(\$504,680.97)</b>	\$241,276.65		\$1,132,393.19
<b>Ending Balance</b>	<b>\$434,342.34</b>	<b>\$284,108.18</b>	<b>\$233,765.82</b>	<b>\$14,725.83</b>	<b>\$2,424.60</b>	<b>\$969,366.77</b>

Governmental & Enterprise Funds statement balance 10-31-2020	\$72,592.27	SD FIT	\$908,295.58	Trust & Agency statement balance 10-31-20	\$31,467.97	Flex Plan statement balance 10-31-20	\$9,603.84
Outstanding journal entries/deposits	\$0.00	182 Day CD 4461	\$59,992.28	Outstanding journal entries/deposits		Outstanding journal entries/deposits	
Outstanding checks	<b>(\$11,310.24)</b>	91 Day CD 8303	\$28,753.14	Outstanding checks	<b>(\$1,792.86)</b>	Outstanding checks	
Governmental & Enterprise Funds reconciled balance 10-31-2020	<b>\$61,282.03</b>	182 Day CD 8486	\$55,572.16	Trust & Agency reconciled balance 10-31-2020	<b>\$29,675.11</b>	Flex Plan reconciled balance 10-31-2020	\$9,603.84

Vendor Totals

#### Fund: 10 GENERAL

<u>Vendor Name</u>	<u>Total</u>
AGTEGRA COOPERATIVE	Supplies/Repairs 319.31
ALL AMERICAN SPORTS CORP.	Football Belts 67.44
AMAZON CAPITAL SERVICES, INC.	Amazon Purchases 1,205.41
ANDERSON, JOSH	Fball Worker 15.00
ARAMARK	Mat/Mop Exchange 301.16
AT&T MOBILITY	Mobile Device 51.95
BARTELS, MARCUS	Vball Worker 30.00
Bender, Jackie	Vball Worker 25.00
CAHILL BAUER & ASSOCIATES, LLC	Audit 7,687.50
CASEY, KAYLA	Reimburse for supplies 152.69
CHURCHILL, MANOLIS, FREEMAN, KLUDT	Audit Letter Fee 135.50
CITY OF LEOLA	Water/Sewer 317.10
COLE PAPERS, INC	Supplies/Repairs 1,607.54
COR-TRUST BANK	Insurance 300.00
CorTrust Bank	Credit Card Expenses 221.91
CWD	Food Purchases 664.15
DEPENDABLE SANITATION, INC	Garbage 540.00
DICKEY RURAL NETWORKS	Phone/Internet 123.46
DIVISION OF CRIMINAL INVESTIGATION	Background Check 129.75
Erdmann, Sheila	Vball Wok 145.00
EUREKA COMMUNITY HEATLH SERVICES	Health Nurse 41.25
FIDUCIARY FUNDS	Reimburse imprest 1,056.36
GENE'S OIL CO	Fuel 1,400.81
HEARTLAND PAPER COMPANY	Supplies 4,543.55

HOFFMAN, JOSH	Fball Worker	70.00
HOFFMAN, MILES	Fball Worker	45.00
HOFFMAN, SPENCER	Fball Worker	50.00
HUTSON, BETTY	Fball/Vball Worker	190.00
JAGER, CASSONDRA	Reimburse for supplies	6.38
JOSTENS INC	Yearbook	1,327.60
KESSLER'S GROCERY	After School Snacks	91.26
KETTERLING PHOTOGRAPHY	Activity/Team Pics	120.00
LAPKA, FRED	Fball Worker	65.00
LAPKA, PATRICK	Fball Worker	45.00
LEIBEL, DANA	Vball Worker	50.00
LEOLA SCHOOL DIST	Reimburse Teacher Salads	140.85
MALSAM, ANITA	Vball Worker	25.00
MARC	Supplies	758.31
MARCO	Managed Voice	153.91
MCPHERSON CO HERALD	Publication	442.18
MENARD'S	Supplies	116.07
MONTANA-DAKOTA UTILITIES CO	Electricity	3,960.26
MOSER, KILEY	Vball worker	30.00
MOSER, KODY	Fball Worker	15.00
MUELLER, JEFF	Fball Worker	15.00
MUELLER, ZACH	Reimburse for WIFI	25.00
MYER, BEVERLY	Vball worker	150.87
NATHAN, HOFFMAN	Fball Worker/Activity Trip	60.00
NORTHERN STATE UNIVERSITY	Science Fair/Digital Textbooks	2,163.97
NORTHWESTERN SCHOOL DISTRICT	Vball Districts	100.00
Pashen, Brock	Fball worker	50.00
PETAL PUSHERS	Funeral Flowers	74.55
PLUNKETT'S PEST CONTROL	Pest Control	85.16
SEWER DUCK INC.	Main Line Cleaning	615.00
SHARE CORP	Supplies	106.61
STAPLES	Supplies	117.88
STOECKER, KEENAN	Vball worker	250.00
SYSCO NORTH DAKOTA, INC.	Food Purchases	291.19
THATGUY LAWN CARE CO	Aeration of Fball Field	1,335.00
TIE	BHOLC Fee	350.00
UNUM LIFE INSURANCE COMPANY OF	Insurance	91.20
USI EDUCATION AND GOVERNMENT SALES	Laminating Film	190.94
VALLEY TELECOMMUNICATIONS	Phone/Internet	751.26
VAN TILBURG, TREVOR	Vball Worker	50.00
WALTMAN, MASON	Fball Worker	45.00
WEIG, JACEY	Reimburse for supplies	61.95
WEIG, KALEIGH	Vball Worker	120.00
WEISMANTEL, NICK	Fball Worker	25.00
WOLFF, BECKY	Vball Worker	115.00
WOLLMAN, CLARISSA	Online Learning	340.00
ZINTER, HATTIE	Reimburse for supplies	20.00
		36,384.24

**Fund: 21 CAPITAL OUTLAY**

<u>Vendor Name</u>		<u>Total</u>
AB BUSINESS INC, SOLUTIONS	Copier Contract	1,126.25
ALLIED CLIMATE PROFESSIONALS	Fan Coil Heater Fix	1,970.51
AMAZON CAPITAL SERVICES, INC.	Amazon Purchases	445.25
CURT'S REPAIR	Repairs	1,295.17
GREAT MINDS	Math PD	1,125.00
JM Electric	Fire Alarm/Garbage Disposal	28,451.45
MARC	Supplies	3,684.72
RAINBOW PLAY SYSTEMS	Tire Swings	458.00
THEE GLASS DOKTOR LLC	Replace pickup windshield	232.26
		38,788.61

**Fund: 22 SPED**

<u>Vendor Name</u>		<u>Total</u>
A-1 LOCKSMITHING	File Cabinet Keys	50.00
AB BUSINESS INC, SOLUTIONS	Copier Contract	160.89
AMAZON CAPITAL SERVICES, INC.	Amazon Purchases	157.08
AVERA ST LUKE'S	OT/PT Services	8,161.55
EMERY, DOREEN	Reimburse for Class Fee	60.00
STAPLES	Supplies	21.89
SW/WC SERVICE COOPERATIVE	Behavior Analyst	1,714.00
UNUM LIFE INSURANCE COMPANY OF	Insurance	24.00
USI EDUCATION AND GOVERNMENT	Laminating Film	190.95
SALES		
WINSOR LEARNING	Supplies	1,635.70
		12,176.06

**Fund: 51 FOOD SERVICE**

<u>Vendor Name</u>		<u>Total</u>
AMAZON CAPITAL SERVICES, INC.	Amazon Purchases	136.75
ARAMARK	Mat/Mop Exchange	260.10
CASH-WA DISTRIBUTING	Food Purchase	127.66
CHILD & ADULT NUTRITION SERVIC	Commodities	538.78
CorTrust Bank	Credit Card Expenses	44.16
CWD	Food Purchase	4,157.01
EARTHGRAINS BAKING COMPANIES INC	Food Purchase	62.10
EVANS, MARIA	Food Purchase	27.08
KESSLER'S GROCERY	Food Purchase	56.47
LONG LAKE COLONY	NSLP Reimbursement	1,862.00
PRAIRIE FARMS DAIRY	Food Purchase	409.72
SYSCO NORTH DAKOTA, INC.	Food Purchase	1,797.13
UNUM LIFE INSURANCE COMPANY OF	Insurance	7.20
WAL-MART	Food/Supplies	30.19
		9,516.35

Payroll – October 2020	
General Fund	
1111 Elementary Teachers	63,842.06
1121 Middle School Teachers	19,843.84
1131 Secondary Teachers	21,797.31
1132 Alternative School Teacher	5,068.40
1141 Preschool	3,248.61
1273 Title 1	5,304.85
2122 Counselor	4,330.13
2222/2227 Support	4,897.12
2319 School Board	227.13
2321 Administration	3,745.19
2410 HS Principal	3,745.19
2490 Dean of Students	913.24
2529 Fiscal Services	7,966.50
2549 Maintenance	9,964.83
2559 Transportation	4,048.17
6200/6510 Activities	7,086.26
TOTAL	166,028.83

Special Education	
Salary	30,118.56
Food Service	
Salary	8,276.49

All salaries listed as gross plus district matching funds.

	<u>Credit Card Bills</u>	
	Kitchen Supplies	44.16
Walmart.com	COVID	
American News	News Subscription	60.00
Global Industrial	Casters	120.43
Chicago Childrens	Chorus Supplies	12.88
The Art of Coaching	Vball Drills	53.74
Starbucks	Incentive	25.00
Starbucks	Incentive	25.00
Hobby Lobby	Supplies	48.16
Teachers Pay Teachers	Supplies	4.18

\*Motion 20-65 by Westphal/Wollman to approve the consent agenda. Motion Carried.

#### **Business Manager Items:**

**Audit Update:** Received the final draft.

**Budget Amendment:** None.

#### **Food Program:**

#### **SSO Program:**

\*Motion 20-66 by Spitzer/Westphal to offer free meals through June 30<sup>th</sup>, 2021. Motion Carried.

#### **Offer vs. serve:**

\*Motion 20-66 by Zantow/Westphal to make Preschool through 5<sup>th</sup> grade Offer Vs. Serve. Motion Carried.

#### **Technology Director's Items:**

**Offsite Backup:** Waiting on pricing, but would like to look at less expensive options such as a fireproof safe.

**NCSEC Monthly Report:** None.

#### **Activity Director's Items:**

#### **Football Coop:**

\*Motion 20-67 by Spitzer/Zantow to dissolve the North Border Coop. Motion Carried. Discussed that this decision was based off student numbers.

\*Motion 20-68 by Westphal Spitzer to create the Leola Frederick Football Coop. Motion Carried.

\*Motion 20-69 by Westphal/Zantow to advertise for a Head Football Coach for the L/F Football Coop. Motion Carried.

#### **Basketball Coach:**

Discussed the coaching plan for the year. Zack Mueller notified the school that he would be willing to volunteer his help when he comes back after Thanksgiving.

#### **Coop Committee Meeting:**

Discussed football, basketball and evaluations.

**Maintenance & Building Items:**

**Fire Alarm Update:** The new alarm is up and running. The school will work on pursuing damages. The bell system is not working with the intercom/lighting. A letter was presented from DSC stating they believe these issues may be a result of the brown out. This has been turned into the insurance claim.

**Principal/Superintendent Items:**

**Staffing:** John Reis is working temporarily while Dana is out. Mariann Kallas is helping when she has time.

**Board Items:**

**Staff COVID Bonus:** Move to executive session.

**Pursue Damages – Electrical:** Myer is working on getting the paperwork together to submit.

**Early Release:**

\*Motion 20-70 by Spitzer/Wollman to have an early release on December 11<sup>th</sup> and re-evaluate other days in January.

**Cottonwood Tree:** Building and grounds committee will look at the cottonwood tree along the edge of the school property and decide whether or not to have it removed.

**COVID Testing:** Myer reported that about a dozen tests have been conducted. Sieh asked about liability and Myer said since it was issued to schools from the state there shouldn't be liability for the school.

**Executive Session SDCL 1-25-2 (1) Personnel**

\*Motion 20-71 by Westphal/Zantow to enter session at 7:50 pm. Motion Carried. Executive session ended at 8:43 pm.

\*Motion 20-72 by Spitzer/Zantow to offer option two for a tiered COVID incentive pay. Motion Carried.

**Adjourn:**

\*Motion 20-73 by Wollman/Spitzer to adjourn the meeting at 8:45 pm. Motion Carried.

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**Business Manager**                      **Date**

Kayla Casey

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**Board President**                      **Date**

ReEtta Sieh