

Leola School District 44-2
Unofficial School Board Proceedings
Monday, September 14, 2020

Chairman ReEtta Sieh called the regular meeting of the Leola School District Board of Education to order on Monday, September 14, 2020 at 4:00 pm. Roll call showed members Trevor Zantow, Arnie Wollman, Richard Westphal were present. Kristi Spitzer arrived at 4:12 pm. Others attending included Superintendent/K-12 Principal: Bev Myer, Business Manager: Kayla Casey, Custodian: Dana Leibel, and various staff/community members via zoom.

A quorum was established

Sieh led the pledge of allegiance and recited the vision and mission statements.

*Motion 20-41 by Zantow/Wollman to adopt the agenda with the following additions: 13.C. Bus Garage. 13.D. ACP Contract. Motion Carried.

Good News: Pilot with AHEC & State Fire Marshall for classes. Teachers are becoming fluent with online learning management systems.

Consent Agenda

Finance Reports & Payment of the August bills

Vendor Totals

Fund: 10 GENERAL

<u>Vendor Name</u>		<u>Total</u>
Agtegra Cooperative	Supplies	153.76
AMAZON CAPITAL SERVICES, INC.	Supplies	2,575.51
AMERIPRIDE	Mat/Mop Exchange	358.72
ASBSD WORKERS COMP	Workers Compensation	4,629.92
BRANDNER, DENISE	Reimburse for Supplies	122.48
CITY OF LEOLA	Water/Sewer	240.00
COLE PAPERS, INC	Supplies	662.30
COR-TRUST BANK	Insurance	300.00
CorTrust Bank	Credit Card Bills	2,591.79
CURT MERRIMAN PRINTING, INC.	Supplies	128.00
CWD	Supplies	198.13
DAKOTA SUPPLY GROUP	Supplies	13.05
DECKER EQUIPMENT	Supplies	61.07
DIAMOND DRY CLEANING	Graduation Gown Cleaning	30.00
DICKEY RURAL NETWORKS	Phone/Internet	123.41
EUREKA COMMUNITY HEATLH SERVICES	D&A Testing	97.90
FAUTH, PAMELA	Reimburse Insurance	332.58
G'S CONVENIENCE	Vehicle Maintenance/Supplies	496.06
GEFFRE, ROBIN	Reimburse for Supplies	18.73
GENE'S OIL CO	Fuel	659.79
GRASSLAND MFG.	Metal	418.00
GRASSLAND WOODWORKING	Aluminum Tray/Cutting/Bending	196.32
GROSS, PEYTON	Reimbursement	170.00
GULBRANSON, CASEY	Reimburse for Supplies	13.00
HEARTLAND PAPER COMPANY	Supplies	1,240.58
Intrado Interactive Services Corporation	School Messenger	441.00
IPSWICH LUMBER AND HARDWARE	Supplies	200.51
JARROTT, KRISTY	Reimburse for Supplies	135.00
KINDELSPIRE, NANCY	Reimburse for Supplies	65.42
LEARNING WITHOUT TEARS	Digital Teaching Tool	225.00
LEOLA SCHOOL DIST	Teacher Salad Bar	120.23
MALSAM, ANITA	Reimburse for Supplies	13.96

MARC	Supplies	937.54
MARCO	Managed Voice Contract	153.91
MCGRAW-HILL	Supplies	20.12
MCLEOD'S	Supplies	137.10
MCPHERSON CO HERALD	Publication	925.60
MENARD'S	Supplies	195.55
MONTANA-DAKOTA UTILITIES CO	Electricity	3,149.03
NE SUPERINTENDENT	Superintendent Dues	50.00
NORTH CENTRAL SPECIAL EDUCATION	Coop Fee	5,500.00
OverDrive, Inc.	Annual Fee	250.00
PLUNKETT'S PEST CONTROL	Pest Control	85.16
POPLERS MUSIC STORE	Supplies	51.61
RESOURCES FOR EDUCATORS	Supplies	122.72
SASD	SASD Membership	50.00
Savvas Learning Company LLC	Supplies	468.56
SCHOOL SPECIALTY INC	Supplies	105.80
SHARE CORP	Supplies	1,991.44
SHOUTPOINT, INC	Messaging Service	345.00
STAPLES	Supplies	413.52
TAYLOR MUSIC	Supplies	433.00
TEN - 45	Supplies	143.98
THATGUY LAWN CARE CO	Weed Control	875.00
TRAINING ROOM INC	Supplies	2,038.55
UNUM LIFE INSURANCE COMPANY OF	Insurance	91.20
VALLEY TELECOMMUNICATIONS	Phone/Internet	764.37
WAL-MART	Supplies	37.10
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		36,368.08

Fund: 21 CAPITAL OUTLAY

<u>Vendor Name</u>		<u>Total</u>
AB BUSINESS INC, SOLUTIONS	Copier Contract	2,025.56
AMAZON CAPITAL SERVICES, INC.	Supplies	2,149.05
AUTOMATIC BUILDING CONTROLS	Fire Alarm Materials	34,670.47
CorTrust Bank	Credit Card Bills	647.72
Dakota Doors Inc	Repair	231.63
HEARTLAND PAPER COMPANY	Supplies	1,490.88
IMAGINE LEARNING, INC.	Annual License	6,195.00
J & R Plumbing, Heating & AC LLC	Repair Work	1,500.00
JM ELECTRIC INC	Labor/Materials	1,993.61
KAPPES TREE SERVICE	Tree Removal	1,800.00
MOSER EXCAVATION & TRUCKING LLC	General Construction Labor	13,306.15
MUELLER, HOLLY	Reimburse for Vball Shorts	10.64
RIVERSIDE TECHNOLOGIES INC	Supplies	290.00
Savvas Learning Company LLC	Science Books	2,229.31
STATE LINE CONCRETE LLC	Concrete - bus garage/sidewalk	6,377.56
WENGER	Desks	603.00
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		75,520.58

Fund: 22 SPED

<u>Vendor Name</u>		<u>Total</u>
AB BUSINESS INC, SOLUTIONS	Copier Contract	202.56
AMAZON CAPITAL SERVICES, INC.	Supplies	126.11
ASBSD WORKERS COMP	Workers Compensation	1,096.56
AVERA ST LUKE'S	OT/PT Services	1,069.56
CorTrust Bank	Credit Card Bills	52.92
EMERY, DOREEN	Reimburse Insurance	20.84
MEIER, BRODY	Reimburse for Calculators	40.43
NORTH CENTRAL SPECIAL	Coop Fee	11,902.75

EDUCATION		
STAPLES	Supplies	33.98
SW/WC SERVICE COOPERATIVE	Behavior Analyst	1,714.00
UNUM LIFE INSURANCE COMPANY OF AMERICA	Insurance	24.00
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		16,283.71

Fund: 51 FOOD SERVICE

<u>Vendor Name</u>		<u>Total</u>
ACE REFRIGERATION COMPANY	Repair Freezer	1,156.68
AMAZON CAPITAL SERVICES, INC.	Supplies	58.75
AMERIPRIDE	Mat/Mop Exchange	267.22
ASBSD WORKERS COMP	Workers Compensation	365.52
BERNARD FOOD INDUSTRIES, INC	Food Purchase	364.80
CASH-WA DISTRIBUTING	Food/Supply Purchases	170.86
CorTrust Bank	Credit Card Bills	177.06
CWD	Food/Supply Purchases	3,677.04
EARTHGRAINS BAKING COMPANIES INC	Food Purchase	68.60
J & R Plumbing, Heating & AC LLC	Repair Work	4,551.12
KESSLER'S GROCERY	Food Purchase	176.25
LONG LAKE COLONY	SSO Reimbursement/Garden Veggies	4,623.00
PRAIRIE FARMS DAIRY	Food Purchase	422.43
SPRING CREEK COLONY	SSO Reimbursement/Garden Veggies	4,014.50
SYSCO NORTH DAKOTA, INC.	Food Purchase	1,262.19
TEN - 45	Supplies	45.44
UNUM LIFE INSURANCE COMPANY OF AMERICA	Insurance	7.20
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		21,408.66

Fund: 71 TRUST AND AGENCY

<u>Vendor Name</u>	<u>Total</u>
CASH-WA DISTRIBUTING	708.53
COR-TRUST BANK	146.61
COUNCIL ON COLLEGE ADMISSION IN SD	40.00
DIVISION OF CRIMINAL INVESTIGATION	43.25
Graphic Edge	239.02
JR ACHIEVEMENT OF SOUTH DAKOTA	200.00
PEPSI-COLA	139.94
SCHMIDT, JODY	85.00
TAYLOR MUSIC	502.59
Vision Service Plan	33.84
WEISMANTEL, GARY	132.04
X-GRAIN SPORTSWEAR	2,120.00
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	4,390.82

Payroll – August 2020	
General Fund	
1111 Elementary Teachers	59,815.01
1121 Middle School Teachers	20,484.36
1131 Secondary Teachers	20,759.01
1132 Alternative School Teacher	5,068.40
1141 Preschool	2,483.78
1273 Title 1	5,304.84

2122 Counselor	4,330.15
2213 Professional Development	2,591.21
2222/2227 Support	4,290.48
2321 Administration	3,745.19
2410 HS Principal	3,745.20
2490 Dean of Students	913.24
2529 Fiscal Services	7,843.97
2549 Maintenance	9,177.11
2559 Transportation	1,782.66
6200/6510 Activities	1,817.69
TOTAL	154,152.30
Special Education	
Salary	22,874.77
Food Service	
Salary	5,579.17
Driver's Education	
Salary	2,979.34

All salaries listed as gross plus district matching funds.

Ending August 31, 2020	GENERAL FUND	CAPITAL OUTLAY FUND	SPECIAL EDUCATION FUND	FOOD SERVICE FUND	DRIVERS ED FUND	GOVERNMENTAL & ENTERPRISE FUND ACCOUNT TOTALS	TRUST & AGENCY
Beginning checking Balance	(\$373,954.68)	\$143,655.27	\$735,633.85	(\$275,675.44)	\$5,403.94	\$235,062.94	\$26,690.40
<u>Revenue:</u>							
Taxes							
Local Sources	\$217,333.97	\$17,193.58	\$76,557.53	\$84,688.76			\$5,188.22
Interest							
Federal & State							
Total Revenue	\$217,333.97	\$17,193.58	\$76,557.53	\$84,688.76	\$0.00	\$395,773.84	\$5,188.22
<u>Disbursements</u>							
Bills	\$16,984.77	\$100,408.33	\$2,017.70	\$4,932.97			\$3,026.23
Payroll	\$148,331.20		\$17,775.02	\$2,724.53			
Total Disbursements	\$165,315.97	\$100,408.33	\$19,792.72	\$7,657.50	\$0.00	\$293,174.52	
<u>Transfers</u>							
Transfer from SDFIT							
Total Net Transfers	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	
Total checking balance	(\$321,936.68)	\$60,440.52	\$792,398.66	(\$198,644.18)	\$5,403.94	\$337,662.26	\$28,852.39
Beginning investment balance	\$939,956.95	\$296,674.82	(\$404,716.97)	\$292,622.15		\$1,124,536.95	
SDFIT Payments	\$150,000.00		\$75,000.00	\$75,000.00			
SDFit Receipts	\$104,911.44		\$36.00	\$15,347.54			
Interest	\$12.62						

Total investment balance	\$894,881.01	\$296,674.82	(\$479,680.97)	\$232,969.69		\$1,124,536.95
Ending Balance	\$572,944.33	\$357,115.34	\$312,717.69	\$34,325.51	\$5,403.94	\$1,282,506.81

Governmental & Enterprise Funds statement balance 8-31-2020	\$343,597.93	SD FIT	\$994,709.07	Trust & Agency statement balance 8-31-20	\$31,890.20	Flex Plan statement balance 8-31-20	\$8,280.98
Outstanding journal entries/deposits	\$0.00	182 Day CD 4461	\$59,992.28	Outstanding journal entries/deposits		Outstanding journal entries/deposits	
Outstanding checks	(\$5,935.67)	91 Day CD 8303	\$28,753.14	Outstanding checks	(\$3,037.81)	Outstanding checks	
Governmental & Enterprise Funds reconciled balance 8-31-2020	\$337,662.26	182 Day CD 8486	\$55,572.16	Trust & Agency reconciled balance 8-31-2020	\$28,852.39	Flex Plan reconciled balance 8-31-2020	\$8,280.98

Credit Card Bills

Community Store	Colony Supplies	30.54
Perkins	PD - Orientation	128.65
Harbor Freight	Steam Cleaner	106.49
Katom	Kitchen Supplies	169.41
Katom	Kitchen Supplies	7.65
Careersafe	OSHA Course	75.00
Careersafe	OSHA Course	50.00
Careersafe	OSHA Course	125.00
USPS	Postage	29.60
Midland	Ag Mechanics Books	647.72
UPS	Volleyball Return	27.81
USPS	Back to School Letter Postage	137.20
	SD Interscholastic Athletic Administrators Association	70.00
Paypal	Fee	
Teachers Pay Teachers	Requisitions	52.92
Seesaw	Subscription Fee	120.00
Teachers Pay Teachers	Requisitions	118.71
Paypal	SD Bandmasters Association Membership	35.00
Heat Transfer		478.00
Warehouse	Vinyl	
USPS	Postage	10.55
Rugs.com	Requisitions	59.00
Sage Publications	PD Books	317.59
Sage Publications	PD Books	43.66
HP.com	Photo Paper for Plotter	296.38
Fastenal	Supplies	22.34
EdHelper	Subscription Fee	39.98
Walmart	Supplies	82.78
Rainbow Resource	Assignment Books	68.71

USPS	Postage	100.00
Stamps.com	Postage	18.80

*Motion 20-42 by Wollman/Zantow to approve the consent agenda. Motion Carried.

Business Manager Items

Budget Adoption

*Motion 20-43 by Westphal/Wollman to approve Resolution 20-21 for budget adoption.

RESOLUTION NO. 20-21

ADOPTION OF ANNUAL BUDGET:

Let it be resolved, that the School Board of the Leola School District 44-2, after duly considering the proposed budget and its changes thereto, to be published in accordance with SDCL 13-11-2 hereby approves and adopts its proposed budget and changes thereto, to be its Annual Budget for the fiscal year July 1, 2020 through June 30, 2021. The adopted Annual budget levy requests are as follows:

TAX DOLLAR REQUEST

General Fund

AG = \$1.443/per \$1,000 of valuation

OO = \$ 3.229/per \$1,000 of valuation

OTH = \$6.682/per \$1,000 of valuation

General Fund Opt Out \$500,000.00

Special Ed Fund \$394,708.00

Capital Outlay \$ 674,414.00

Payroll Tax Relief: Waiver of Social Security deductions until December, but as of right now the employees will have to pay it back starting in January. If an employee wants to implement this, they would need to let the office know.

Business Manager Update: Casey reported that the annual report has been accepted by the state DOE. Have processed quite a few free/reduced forms already for the school year. Colony Lunch Contracts have been returned and the Meal Program Application has been approved by the state ICAN office. The surplus Go Math was picked up and utilized by another school district.

Surplus: Welders and small cabinet

*Motion 20-44 by Zantow/Wollman to surplus 3 stick welders, 3 wire feed and a small cabinet and put them on the Auction, September 19th.

Audit October 6-7: Cahill Bauer will be doing the yearly audit.

Food Program

SSO Program Updates: The current lunch application has been approved, but now will be doing the SSO so the school can receive all free meals from October 1st to December 31st or until the funding runs out.

Adult Lunch Prices: State set the minimum at \$3.86 for lunch and \$2.26 for breakfast.

*Motion by Zantow/Spitzer to approve the meal prices as set by the state. All voted ay, except Westphal, who vote nay. Motion Carried.

NCSEC Monthly Report: Discussed putting CRF money towards our yearly payment. Westphal reported that the meeting participants discussed COVID plans and use of funds.

Activity Director Items:

SDHSAA COVID rules – AD's are working together to make sure they can have games or whether they need to be postponed depending on COVID cases.

Cross Country #'s: The season started with 5 students but is down to 2. Unsure if there will be in interest in wrestling from current students, will discuss next month.

Technology Director Items:

Troubleshooting tech issues update: Discussed issues seen at the beginning of the school year. Having trouble with the browsers, and DDN. Still trying to get everything working.

Maintenance & Building Items:

Fire Alarm Update All supplies have arrived.

Wireless Clocks quote review: Marco did come down to \$13,000, but to save money will just do the atomic clocks.

Surge Protectors: Would like to get surge protection for servers, fire alarms, scoreboards, HVAC and boiler.

"L" Project: VT's shop class is rebuilding the L for coronation and the students got some donations to pay for the new one.

Bus Garage: There are ruts from the buses that need to be filled

*Motion 20-45 by Wollman/Spitzer to spend up to \$2,500 to fix the ruts in the bus garage. Motion Carried.

ACP Contract:

*Motion 20-46 by Spitzer/Zantow to accept the contract from ACP for \$9,030.63

Principal/Superintendent Items:

Beginning of Year Enrollments: Enrollment is at 212, 229 with preschool

Staffing/Custodial: Would like to hire a floating position for substitute teachers/paras and custodial. Discussed doing a temporary position, but the board would like to just do an hourly position.

Report Card: The school will still be getting its report card around October or November even though there was no testing.

COVID Update: COVID leave is only reimbursed if the employee has a positive test result and are forced to quarantine and is limited to 80 hours per employee.

Board Items:

CRF Funds: Discussed uses for the money that will be received based on the \$500 per student allocation.

Contractual updates

*Motion 20-47 by Wollman/Spitzer to approve the contract addendum for Val Geffre and updated work agreement for Gma Donna. Motion Carried.

Open Forum (Individuals will be limited to 3 minutes. The board does not have to act on any item brought up during open forum.)
None.

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

*Motion 20-48 by Westphal/Wollman to enter session at 4:56 pm. Motion Carried. Executive session ended at 5:47 pm.

Adjourn:

*Motion 20-49 by Westphal/Zantow to adjourn the meeting at 5:49 pm. Motion Carried.

Business Manager **Date**

Kayla Casey

Board President **Date**

ReEtta Sieh