

Stanley County School District #57-1 Unofficial School Board Minutes

The Stanley County School District, #57-1, Board of Education met in regular session June 14, 2023, at 6:00 P.M., in the Parkview Auditorium with Board members DeLynn Hanson, Chris Fosheim, Shaun Cronin, Mitchell Kleinsasser, and Tyler Green present. Others in attendance were Business Manager Tate Gabriel. Visitors were Allison Bender, Joey Fischer, Jessica Paxton-Deal, Jen Milliken, Shirley Swanson, Kim Doherty, Christina Merrill, Breanne Nolen, Bayleigh Nolen, and Mallory Nolen.

President Hanson called the meeting to order at 6:00 P.M.

Hanson led the Pledge of Allegiance.

Fosheim moved to approve the Agenda as published, seconded by Cronin. All in favor. Motion carried.

Conflict of interest declaration – Fosheim will abstain from item #21 Contracts/Letters of Intent

Green moved to approve the consent agenda as noted, seconded by Kleinsasser.

- Approve the Board meeting minutes for May 10, 2023, Regular Board Meeting and May 22, 2023, Special Board Meeting.
- Approve bill listing for June 14, 2023.
- Approve Imprest expense;
- Approve financials for May 2023.

All in favor. Motion carried.

Bill listing for June 2023:

GENERAL FUND		
ALL AROUND GRAPHICS	Award Plaques	311.66
CAPITAL JOURNAL	Notice of School Board Election	142.65
CENTURY BUSINESS PRODUCTS	Print Management	852.51
COLE PAPERS	Custodial Supplies	2,369.35
COWBOY COUNTRY STORES	Maintenance Fuel	13.36
COX, JASON	Parent Mileage 2nd Semester 22-23	2,594.88
DAILY PLAINSMAN	Publication of Water Rights Permit	42.81
DAKOTAMART-FT. PIERRE	Maintenance Supplies	23.51
DAKOTAMART-PIERRE	Retirement Tea Supplies	40.99
DECKER EQUIPMENT	Maintenance Supplies	86.80
DOWLING, SAWYER	Parent Mileage 2nd Semester 22-23	1,413.72
FLOYDS TRUCK CENTER	Trouble/Error Codes Service	531.50
FORT PIERRE, CITY OF	Utiltities	5,276.23
GABRIEL, KRISTIN	School Board Election '23	15.00
GOLDEN WEST TELECOMMUNICATIONS	Communications	119.62
GRAINGER	Maintenance Supplies	1,144.86

GROSSENBURG IMPLEMENT INC	Lawn Mower Service	594.98
HAGGERTY'S MUSICWORKS	Instrument Repair	105.00
HAYES COMMUNITY HALL	School Board Election '23	50.00
HINDMAN, TONI	Parent Mileage 2nd Semester 22-23	3,341.52
HOGENS HARDWARE HANK	Maintenance Supplies	145.59
HURST, BECKY	Parent Mileage 2nd Semester 22-23	2,456.16
HUSSEY, SHAWN & BRITTANI	Parent Mileage 2nd Semester 22-23	1,352.52
INNOVATIVE OFFICE SOLUTIONS	Maintenance Supplies	1,721.86
JACOBS-BOWMAN, KIMBERLY	Accompanist	100.00
JACOBSEN, BELLEN	School Board Election '23	195.00
JC OFFICE SUPPLY	Office Supplies	15.00
JOHNSON, CONNIE	2022-23 Mileage	392.70
JOSTENS, INC.	Diplomas	564.45
KIRKPATRICK, LURA	School Board Election '23	339.30
LITTAU, CURT	Incentives	200.00
LYNN, JACKSON, SHULTZ & LEBRUN, P.C.	Professional Services	391.95
MENARDS PIERRE	Maintenance Supplies	1,596.08
MERSCHEIM, GAYLE	School Board Election '23	195.00
METROPOLITAN COMPOUNDS INC.	Pest Control	3,118.50
MIDCONTINENT COMMUNICATIONS	Communications	454.89
MILLIKEN, JENNIFER	School Board Election '23	15.00
MONTANA DAKOTA UTILITIES	Utilities - Gas	1,149.84
MURRAY, CUTTER & HEATHER	Parent Mileage 2nd Semester 22-23	2,042.04
NEUHARTH, CRYSTAL	School Board Election '23	199.74
NORMAN , BLAKE or RANDI	Parent Mileage 2nd Semester 22-23	1,338.24
NORMAN, LORI	School Board Election '23	404.82
NORMAN, REBECCA	Parent Mileage 2nd Semester 2022-2023	306.00
NORMAN, TARA	Parent Mileage 2nd Semester 22-23	816.00
O'CONNOR COMPANY	Filters	947.24
OTIS ELEVATOR COMPANY	PV Elevator Service Agreement Adjustment	15.46
PRINCE, TANNER or CHANCE	Parent Mileage 2nd Semester 22-23	1,505.52
QUADLENT LEASINIG USA, INC.	Postage Machine Rental	226.71
RAMKOTA INN/SIOUX FALLS	Howard Wood Relays Lodging	357.00
RIVER BOTTOM SANITATION	Garbage Services	900.00
ROBERTS, LACEY	Parent Mileage 2nd Semester 22-23	5,202.00
RUNNINGS	Maintenance Supplies	239.07

SCHILLING, NORMA	School Board Election '23	195.00
SCHOOL LIFE	Family Night Supplies	70.20
SHERATON INN/HOTEL	Summer Mentoring Academy Lodging	139.00
SHERER, JUSTIN AND LIBBY	Parent Mileage 2nd Semester 22- 23	942.48
SIEDSCHLAW, RICHARD or LYNN	Parent Mileage 2nd Semester '23	196.35
STANLEY COUNTY SCHOOL	MAY '23 IMPREST	3,914.72
SWANSON, SHIRLEY	School Board Election '23	15.00
TECHNOLOGY AND INNOVATION	PD-Creating Leaders	3,000.00
TITAN MACHINERY	Maintenance Supplies	78.50
TRU BY HILTON RAPID CITY RUSHMORE	State Wrestling Lodging	2,838.00
ULINE	Maintenance Supplies	865.71
UNITED STATES POST OFFICE	Postal Box Rental	354.00
VERIZON WIRELESS	Wireless	40.01
WEST CENTRAL ELECTRIC	Utilities	106.09
WR/LJ RURAL WATER	Utilities -Electricity	47.80
Fund Number 10		60,777.49
CAPITAL OUTLAY		
CENTURY BUSINESS PRODUCTS	Print Management	1,076.01
MIDWEST CONSTRUCTION INC	Multi Purpose Building Remodel	58,245.00
Fund Number 21		59,321.01
SPECIAL EDUCATION 22X	Professional Services	645.00
BENNETT, MICHELE	Professional Services	25,069.54
DAKOTAMART-FT. PIERRE	Life Skills	88.75
Fund Number 22		25,803.29
FOOD SERVICE		
EARTHGRAINS BAKING COMPANIES INC	Purchase Food	127.75
HOVEY, HEATHER	Refund of Meal Program Balance	29.10
PRAIRIE FARMS	Purchase Food	614.37
REINHART FOOD SERVICE, LLC	Purchase Food	3,643.25
RIVER CITY TRANSIT	Transportation Services	116.00
SD DEPT. OF CORRECTIONS	Kitchen Services	357.00
SERVALL UNIFORM & LINEN	Professional Services	161.59
Fund Number 51		5,049.06
Checking Account ID 1		150,950.85
AGENCY FUND		
BP BUSINESS SOLUTIONS	JG402 5/21/23	1,830.37
CAPITAL CITY FLORIST	Graduation Flowers	724.20
CUSTOM INK	T-Shirts	307.68
DAKOTAMART-PIERRE	Clay Target Supplies	7,000.00

FIRST NATIONAL CREDIT CARD	ACCT END 0003 5/11/23	4,807.23
OAHE YMCA	Day Passes	16.00
TRIPLE7	Graduation Speaker Gifts	39.19
Fund Number 17		14,724.67
PRIVATE PURPOSE FUNDS		
DUFFY, PATTI	Dual Credit Spring 2023	144.99
GABRIEL, JEANINE	Dual Credit Spring 2023	144.99
GARCIA, JOSE OR ARGELIA	Dual Credit Spring 2023	144.99
HAND, MICHELLE	Dual Credit Spring 2023	144.99
HANSON, BRYAN	Dual Credit Spring 2023	289.98
HEEZEN, ROXANNE	Dual Credit Spring 2022-23	144.99
LEIFERMAN, KIM	Dual Credit Spring 2023	144.99
NEMEC, LORI	Dual Credit Spring 2023	144.99
NICKELS, TRACI	Dual Credit Spring 2023	144.99
SCHWEITZER, SHANNON	Dual Credit Spring 2023	144.99
SCOTT, BECCI	Dual Credit Spring 2023	144.99
VOIGT, HEATHER	Dual Credit Spring Semester 2023	144.99
Fund Number 76		1,884.87
Checking Account ID 2		16,609.54

Financials for May 2023.

	General Fund	Capital Outlay	Special Ed	Pension
Balance 5-1-2023	-774,458.02	4,079,409.40	1,499,258.31	0.00
County Revenue	672,216.35	632,369.90	379,168.04	0.00
Local Rev & Bank Int	2,262.68	497.50	186.46	0.00
State/Fed Revenue	172,150.00	0.00	52,897.00	0.00
Accounts Payable	-33,818.99	-41,572.95	-7,085.20	0.00
Payroll	-292,310.41	0.00	-75,571.06	0.00
Misc	0.00	0.00	0.00	0.00
Balance 5-31-2023	-253,958.39	4,670,703.85	1,848,853.55	0.00

	Impact Aid	Food Service	Enterprise Fund	Fiduciary Funds
Balance 5-1-2023	3,302,156.12	8,231.82	31,292.85	152,380.63
County Revenue	0.00	0.00	0.00	0.00
Local Rev & Bank Int	353.99	7,590.51	0.00	11,458.93
State/Fed Revenue	0.00	44,153.35	0.00	0.00
Accounts Payable	0.00	-6,583.72	0.00	-15,333.66
Payroll	0.00	-7,136.69	0.00	0.00
Misc	0.00	0.00	0.00	0.00
Balance 5-31-2023	3,302,510.11	46,255.27	31,292.85	148,505.90

Detail is available at the Business Office in Parkview Auditorium

Public comment – none.

Kleinsasser moved to approve Policy BDDC: Agenda Preparation and Dissemination, as presented, seconded by Green. A brief discussion was held. All in favor. Motion carried.

Cronin moved to approve Policy BDDE: Parliamentary Procedure, as presented, seconded by Green. All in favor. Motion carried.

First readings of Policy BBE: School Board Member Vacancy and Policy BBF: Board Member Code of Ethics.

Christina Merrill presented the Comprehensive Needs Assessment plan to the Board.

Fosheim moved to adopt, approve, and ratify the ASB Property and Liability Trust Fund Participation Agreement, seconded by Kleinsasser. A brief discussion was held. All voted in favor. Motion carried.

OFFICIAL CANVASS SHEET

Date of Election: June 6, 2023

Type of Election: School Board

Jurisdiction: Stanley County

	DeLynn Hanson 3-year term	Jessica Paxton- Deal 3-year term	Chris Fosheim 3-year term
Votes	75	130	140

STATE OF SOUTH DAKOTA)
) SS
COUNTY OF STANLEY)

We, Shaun Cronin, Mitchell Kleinsasser, and Tyler Green, appointed as the Board of Canvassers because of our positions on the governing board in the jurisdiction of Stanley County for the school board election held on the 6th day of June, 2023, hereby certify that the foregoing is a true abstract of the votes cast in the jurisdiction of Stanley County at the election as shown by the returns certified to the person in charge of the election.

Kleinsasser moved to approve the Official Canvas Sheet as presented, seconded by Cronin. Poll books, tally sheets and registration listings were available for the canvassing board to review. The official canvass sheet was fully executed by the board of canvassers. Hanson and Fosheim abstained. All others in favor. Motion carried.

Cronin moved to adopt the following resolution authorizing the transfer of funds by the Business Manager from Capital Outlay fund to General Fund, seconded by Fosheim. All in favor. Motion carried.

Resolution #4-2023 – Let it be resolved that the School Board of the Stanley County School District #57-1 transferred the following cash balance from Fund 21 Capital Outlay to the fund 10 General.

TO: General Fund	\$200,000.00
FROM: Capital Outlay Fund	\$200,000.00

Hanson declared a recess for the Return to Learning Plan Hearing at 6:30 P.M.

Hanson declared the Board back in regular session at 6:31 P.M.

A brief discussion was held on the end of the year Special board meeting which will be held June 28 at 6:00 P.M.

Hanson read 6-12 Principal Curt Littau's admin report. A brief discussion was held regarding dual credit reimbursement.

The cheerleaders gave a brief update and congratulated Shirley Swanson on her retirement. They had cookies and drinks in the gymnasium.

Fosheim moved to declare the Board in Executive Session for SDCL 125-2 (1) Personnel, (2) Student Matters at 6:51 P.M., seconded by Cronin. All voted in favor. Motion carried.

Hanson declared board back in open session at 7:29 P.M.

Fosheim moved to accept the resignation of Joseph Fischer as assistant varsity boys basketball coach effective immediately, seconded by Cronin. All in favor. Motion carried.

Kleinsasser moved to authorize Business Manager to offer Letters of Intent to Jen Harrington Middle School/High School Secretary \$19.00 per hour and Ashley Meyer Special Education Paraprofessional \$18.50 per hour and contracts to Stephanie Todd Elementary Teacher \$46,625.00 and Travis Cornelison \$45,325.00 Elementary Teacher for the 2023-2024 school year, seconded by Green. Fosheim abstained. All others in favor. Motion carried.

Cronin moved to authorize Business Manager to offer Letters of Understanding to the following cocurricular extra duty positions for the 2023-2024 school year: Courtney Edgar Concession Stand Manager, Joseph Fischer Head Varsity Boys Basketball and Co-Head Golf, Rebecca McKeever Co-Head Golf, Scott VanDenHemel Head track and field, Shay VanDenHemel assistant track and field, Sam Naasz assistant track and field, Sara Kampa assistant track and field, Clint Neville assistant track and field, seconded by Green. All in favor. Motion carried.

Fosheim moved to approve lane change for Sonja Johnson from BA+32 to MA in the amount of \$1,450.00 effective September 19, 2023, through the 2023-2024 school year, seconded by Kleinsasser. All in favor. Motion carried.

Cronin moved to approve Open Enrollment applications #572324006, 572324007, 572324008, 572324009, and 572324010 for the 2023-2024 school year, seconded by Green. All in favor. Motion carried.

Cronin moved to adjourn the meeting at 7:32, seconded by Fosheim. All in favor. Motion carried.

DeLynn Hanson, President

Tate Gabriel, Business Manager

Approved:

Policy BDDE: PARLIAMENTARY PROCEDURE

Status: DRAFT - 2nd
Reading

Original Adopted Date: Pending | Last Reviewed Date: 05/10/2023

The Board of Education shall utilize Robert's Rules of Order for Parliamentary Procedure as the guide for conducting official meetings held by the Board of Education. However, in utilizing Robert's Rules of Order for Parliamentary Procedure as a guide it is not intended nor is it required that there be strict compliance with Robert's Rules of Parliamentary Procedure. The Board President/Chairperson shall make all decisions related to parliamentary procedure that may arise during the course of a meeting. Any Board member may appeal the decision of the Board President/Chairperson to the full Board (school board members present at the meeting), and the Board shall, by majority vote, decide the procedural issue or question pending before the Board.

The purpose of parliamentary procedure is:

1. to establish guidelines by which the business of the governing board can be conducted in a regular and internally consistent manner;
 2. to organize the meetings so that all necessary matters can be brought to the Board and that decisions of the Board can be made in an orderly and reasonable manner;
 3. to insure that members of the Board, concentrating on the substantive issues at hand, have the necessary information to make decisions, and to insure adequate discussion of decisions to be made; and
 4. to insure that meetings and actions of the Board are conducted so as to be informative to the staff and the public, and to produce a clear record of actions taken and decisions made.
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Policy BDDC: AGENDA PREPARATION AND DISSEMINATION

Status: DRAFT - 2nd
Reading

Original Adopted Date: Pending | Last Reviewed Date: 05/10/2023

The proposed agenda for all meetings of the Board will be prepared by the Superintendent in consultation with the Board President.

Items of business may be suggested by any Board member, staff member or citizen of the district. The agenda for regularly scheduled school board meetings will always allow time for remarks from the public who wish to speak briefly before the Board.

The Board will follow the order of business set up by the agenda unless the order is altered by a majority vote of the members present. Items not on the posted proposed agenda may be discussed and acted upon only if a majority of the Board agrees to consider the item at the time the Board members adopt an amended agenda at the time of agenda adoption.

To ensure the board has the information necessary to make informed decisions, the superintendent may prepare and disseminate information to supplement items on the board's meeting agenda. All members of the school board will receive the agenda and any related supplemental information in advance of the board meeting and with ample time to review the materials.

The proposed agenda, together with supporting materials, will be distributed to Board members at least 24 hours prior to regularly scheduled Board meetings to permit them time to give business items careful consideration.

The supporting material shall either be posted on the school district's website or made available at the business office at least twenty-four hours prior to the meeting, or at the time the material is distributed to the school board, whichever is later. If the material is not posted on the school district's website, at least one copy of the printed material shall be available in the meeting room for inspection by any person while the school board is considering the printed material. However, the public's right to access printed information does not apply to any material or record that is legally exempt from disclosure.

The Board shall provide public notice, with a proposed agenda that is visible, readable, and accessible for at least an entire, continuous twenty-four hours immediately preceding any meeting, by posting a copy of the notice, visible to the public, at the building in which the Superintendent's office is located. The proposed agenda shall include the date, time, and location of the meeting. The notice shall also be posted on the public body's website upon dissemination of the notice. For special or rescheduled meetings, the information in the notice shall be delivered in person, by mail, by email, or by telephone, to members of the local news media who have requested notice.

Policy BBE: SCHOOL BOARD MEMBER VACANCY

Status: DRAFT - 1st
Reading

Original Adopted Date: Pending | **Last Reviewed Date:** 06/05/2023

When a vacancy occurs on the board due to the failure to elect a person to succeed a school board member whose term has expired, or an elected school board member's failure to qualify, or a school board member's resignation, the vacancy shall be filled by all school board members, including the vacating member.

When a vacancy occurs on the board due to death of a board member, is removed from the board pursuant to law, ceases to be a resident of the school district or representation area where elected**, is convicted of any infamous crime or of any offense involving a violation of the member's official oath, has a judgment obtained against the member for breach of the member's official bond, is incapacitated and is unable to attend to the duties of the position, or assumes the duties of an office incompatible with the duties of a school board member, the remaining board members are responsible for the appointment of a new board member.

The new appointee will qualify if elected, at or before the next school board meeting. The appointee will serve until the next succeeding election, at which time a successor will be elected to serve the unexpired term.

** A school board member who is displaced from the district by a flood, tornado, fire, or other natural disaster may continue to serve until the expiration of the member's term.

Policy BBF: BOARD MEMBER CODE OF ETHICS

Status: DRAFT - 1st
Reading

Original Adopted Date: Pending | Last Reviewed Date: 06/05/2023

Members of the District's Board of Education are elected or appointed officials of local government, and are responsible for governing the educational system of the public school district. Each Board of Education governing board member shall:

1. *adhere to the principle that the responsibility of the school board is to govern the District, which includes but is not limited to establishing goals, planning, developing effective policies, and evaluation;*
2. *practice good stewardship of the District's resources;*
3. *leave the daily administration of schools to the Superintendent;*
4. *participate in professional development;*
5. *recognize and follow the legal principles that (a) the authority vests with the majority of the members of the governing board when assembled in meetings as authorized by law, (b) no individual school board member has, or a minority of school board members have, the legal right to bind the District, and (c) no individual school board member may make decisions on behalf of the District unless upon approval of a majority of school board members.*
6. *make informed decisions on matters brought before the school board;*
7. *recognize and adhere to the policy that it is the responsibility of the school board to plan, make, implement, appraise, and enforce policies and that it is not the responsibility of the school board or school board members to run the day-to-day operations of the District;*
8. *observe and enforce federal and state laws and regulations;*
9. *respect the limited intent and scope of executive sessions as set forth in statute;*
10. *respect confidential communications made during executive sessions held pursuant to SDCL 1-25-2 and shall not divulge privileged communications made during executive session held pursuant to SDCL 1-25-2 unless required by law, and shall respect confidential communications related to students and employees, and shall not discuss such confidential information at home, at work or in public;*
11. *distinguish between personal views and those of the school board when making public comments regarding school district matters;*
12. *present information to the school board without distortion and accurately represent facts concerning school district matters in direct or indirect public statements;*
13. *maintain professional relationships in a manner which are free of vindictiveness, recrimination and harassment;*
14. *refer persons having complaints to the applicable complaint policy and appropriate school administrator; refrain from giving an opinion on the merits of the complaint unless, following the complaint procedure required in the school board complaint policy, the matter is before the school board;*
15. *respect the legitimacy of the goals and interests of other school board members and respect the rights of other school board members to pursue goals and policies different from their own;*
16. *respect, require and contribute to the maintenance of order and decorum in proceedings before the school board;*
17. *be honest, patient, dignified, and courteous to those with whom he/she deals with in his/her official capacity;*
18. *diligently discharge responsibilities and dispose promptly of the business of the school district for which he/she is responsible;*
19. *inform the school board president or school district business manager as soon as possible upon learning that he/she will not be in attendance at a school board meeting;*