

SELBY AREA SCHOOL DISTRICT 62-5

The annual meeting of the Selby Area School Board was held on Monday, July 11, 2022. President Brian Begeman, called the meeting to order at 7:03 p.m. Matt Mortenson, Pat Starks, Mike Hirsch, Brett Huber and Steve Zabel were present. Absent was Tom Fiedler Also present were, Don Knecht, Business Manager, Leonard Schroeder, Superintendent, Philip Russell, Principal, and Karen Speidel, *Selby Record* representative.

Motion 110-22 made by Starks, seconded by Mortenson to approve the proposed agenda. All voted aye.

Visitors/Comments from audience: Darin Thorstenson, and Karen Speidel.

There were no comments from the audience.

Motion 111-22 made by Hirsch, seconded by Zabel to approve the June 16, 2022 Regular School Board Minutes. All voted aye.

Motion 112-22 made by Mortenson, seconded by Hirsch to approve the June 2022 financial reports as follows: All voted aye.

GENERAL FUND Balance 06-01-22 \$689,860.09; Receipts: Ad Valorem Taxes \$615,814.12; Mobile Home Taxes \$23,266.28; Prior Years' Taxes \$739.05; Gross Receipts \$41,389.44; Penalties \$129.51; Interest \$192.33; Gate Receipts \$-380.22; Misc. \$271.77; County Apportionment \$2,642.51; Mentor Program \$3057.18; Title IV \$7,279.00; Title IV Drug Free \$7,279.00; ESSER II \$1,557.00; ESSER III \$24,857.00 Contract/Benefits & Payables \$219,641.12; Expenditures: \$393,528.40; Balance 06-30-22 **\$1,229,508.78.**

CAPITAL OUTLAY FUND Balance 06-01-22 \$691,866.93; Receipts: Ad Valorem Taxes \$157,290.19; Mobile Home Taxes \$2,487.51; Prior Years' Taxes \$66.98; Penalties \$13.94; Interest \$181.47; Expenditures: \$110,772.35; Balance 06-30-22 **\$741,134.67.**

SPECIAL ED. FUND Balance 06-01-22 \$231,345.21 Receipts: Ad Valorem Taxes \$146,312.26; Mobile Home Taxes \$2,314.10; Prior Years' Taxes \$60.47; Penalties \$11.57; Interest \$60.68; Contracts/Benefits & Payables \$50.44; Expenditures \$15,723.08; Balance 06-30-22 **\$364,431.65.**

LUNCH FUND Balance 06-01-22 \$13,885.86; Receipts: Student Meals \$-439.51; Adult Meals \$0.00; State CANS \$362.23; Federal Reimbursement \$7,809.86; Contracts/Benefits Payable \$1,211.94; Expenditures: \$6,027.90; Balance 06-30-22 **\$16,802.48.**

ENTERPRISE FUND Balance 06-01-22 \$3,395.73; Receipts: Fees \$400.00; Expenditures: \$0.00; Balance 06-30-22 **\$3,795.73.**

FIDUCIARY (TRUST AND AGENCY) Balance 06-01-22 \$72,666.81; Receipts \$6,750.12; Expenditures \$4,824.93; Balance 06-30-22 **\$74,592.00.**

PRIVATE PURPOSE TRUST FUND Balance 06-01-22 \$1,609.79; Receipts \$0.00; Expenditures \$0.00; Balance 06-30-22 **\$1,609.79.**

Motion 113-22 made by Starks, seconded by Mortenson to approve the following bills. All voted aye.

BILLS PRESENTED TO THE SCHOOL BOARD July 11, 2022

General Fund – June Expensed Payroll: \$165,911.94—Elementary \$43,572.20; Elementary Summer \$2,905.00; Junior High \$28,858.87; High School \$47,830.23; REAP Title IV \$1,294.42; REAP Title II \$2,204.02; Title I \$3,498.43; Other Guidance \$391.70; Principal \$6,497.34; Title I Administrative \$208.30; Business Office \$1,299.58; Maintenance \$9,298.65; Transportation \$12,851.90; Extra Curricular \$5,201.30.

July Payroll:

General Fund- Administration \$7,931.55; Business Office \$5,853.69; Transportation \$3,913.13; Contracts Payable \$89,707.77; Sub-Total General Fund \$107,741.56.

SD Retirement System	\$ 5,906.67
Principal, dental/vision insurance	1,131.96
HSA	59.00
Life Insurance	48.00
Cell Phone	60.00
Wellmark	19,239.33
Dept. of Treasury, IRS	<u>\$ 8,048.25</u>
Total Regular Payroll	\$ 142,234.77

EXPENSED JUNE BILLS:

General- Amazon (supplies) 121.35; Best Western Ramkota Rapid City (lodging) 909.00; Cardmember Service (supplies/travel) 1,234.98; Century Business Products (copier contract) 107.66; City of Selby (water/sewer) 268.27; Country Inn & Suites (lodging) 1,348.33; Grainger (supplies) 126.50; Hase Plumbing (repairs) 2,489.05; Heartland Waste (garbage removal) 300.00; Ken's Western Lumber (supplies) 240.71; Lodge at Deadwood (lodging) 745.00; Mid America Research Chemical (supplies) 564.52; Mobridge Hardware (supplies) 142.14; Mobridge Regional Hospital (county health services) 955.33; MDU (gas/electric) 2,467.82; Opheim, Dixie (reimburse fuel) 94.36; Pfitzer Pest Control (maint) 123.48; The Principals Conference (registration) 75.00; Residence Inn Sioux Falls (lodging) 192.00; Runnings Supply (supplies) 249.75; Selby Area School ((USPS (postage) 991.25; FCCLA of America (regist) 485.00; SDACTE (regist) 392.00; Ipswich School (track meet refund) -50.00; students/coach (state golf meal money) 516.00)) 2,334.25; Selby Record (official publication) 252.72; Shorty's One Stop (fuel) 137.32; Team Fitz Graphics (supplies) 68.00; Venture Communications (telephone) 630.93; Walworth Co. Landfill (rubble disposal) 19.34; Walworth County Treasurer (county apportionment repayment) 2,634.92.

Capital Outlay- Amazon (library books) 87.84; School Specialty (supplies) 2,561.73.

Special Education- Oahe Special Education Coop (services) 1,814.18. Parent mileage (mileage) 173.04.

Enterprise- Huber, John (drivers ed classroom instruction) 1,000.00.

JULY BILLS:

General- ASBSD (dues) 923.32; Connecting Point (supplies) 366.00; SD Teacher Placement Center (fee) 435.00; Teacher Innovations (supplies) 297.00; Workers Comp Fund (fees) 6,808.25.

Capital Outlay- Aptegy Inc (software) 4,900.00; GoGuardian (software) 2,580.76; Renaissance Learning Inc (software) 4,362.50; Teaching Strategies (textbooks) 6,070.00.

Food Service- Workers Comp (fees) 945.75.

Total	Expensed-General	\$ 18,832.73
	Expensed-Capital Outlay	2,648.77
	Expensed-Special Education	1,987.22
	Expensed-Enterprise	<u>1000.00</u>
	General	8,829.57
	Capital Outlay	17,913.26
	Food Service	<u>945.75</u>
	Expenditures	\$ 52,157.30

Motion 114-22 made by Hirsch, seconded by Starks to approve the Fiduciary (Trust & Agency) Report for June, 2022. All voted aye.

Safe Return to In-Person Instruction & Continuity of Services Plan- Superintendent Schroeder gave an update of the changes to the plan. It is available on the school website.

Motion 115-22 made by Zabel, seconded by Mortenson to approve the Safe Return to In-Person Instruction & Continuity of Services Plan. All voted aye.

Herried-Selby Area Youth Wrestling Club proposal- The Sports Coop Board met on June 28th in Herreid to discuss guidelines for the wrestling program. Nothing was approved at the meeting.

2022-2023 Budget Hearing was conducted. Business Manager Knecht presented the 2022-2023 budget as published June 30, 2022, page 9 in the Selby Record for Budget Hearing.

Motion 116-22 made by Starks, seconded by Huber to declare Math and Geometry textbooks surplus for disposal. All voted aye. 2000, 2002 McDougal Little/Houghton Mifflin Geometry 35 student textbooks, teacher resource files, 2 solution keys, 2 resource books. McGraw Hill/Glencoe Mathematics applications and concepts course 3. Teacher resource files, 1 student textbook, 1 teacher edition. Math Blaster Geometry CD Rom Teachers Ed. Overhead manipulatives kit, Prentice Hall Informal Geometry 1 student textbook, learn basic slide rule on your own.

Motion 117-22 made by Starks, seconded by Mortenson to approve the return of IDEA 611 funds to the SD Department of Education in the amount of \$11,500.00. All voted aye.

Begeman adjourned the meeting at 7:30 p.m.

Superintendent Schroeder called the annual meeting to order at 7:31 p.m.

The oath of office was administered to Matt Mortenson and Darin Thorstenson by Don Knecht.

Motion 118-22 made by Mortenson, seconded by Huber to approve the proposed agenda. All voted aye.

Superintendent Schroeder opened the floor for Chairperson of the Board nominations.

Starks nominated Brian Begeman for Board Chairman.

Motion 119-22 made by Zabel, seconded by Huber to cease nominations casting a unanimous ballot. All voted aye. Brian Begeman was declared Board Chairman.

Begeman reconvened the meeting and asked for nominations from the floor for Vice Chairman.

Thorstenson nominated Steve Zabel for Vice Chairman of the Board.

Motion 120-22 made by Mortenson, seconded by Hirsch to cease nominations casting a unanimous ballot. All voted aye. Steve Zabel was declared Board Vice Chairman.

Motion 121-22 made by Starks, seconded by Hirsch to accept the following Business Manager Resolution and authorize the business manager to publish school salaries: All voted aye.

Be it hereby resolved in accordance with SDCL 4-5-8 and 4-5-9 that the Board of Education of the Selby Area School District No. 62-5 authorizes the Business Manager as the District's Fiscal Agent to:

- Execute loans from among the District funds as needed at 0% interest in order to provide the necessary funds for proper cash flow;

- Invest school funds within the parameter prescribed by law after providing for proper cash flow;

- Establish and control accounts as needed;

- Credit interest earned to each individual fund to include the fiduciary fund.

Interest will be transferred at year end to the General Fund to accommodate for administrating said funds;

- Be responsible for fixed assets;

- Be responsible for Fiduciary Funds with Superintendent as alternate;

- Establish \$100,000 Business Manager Surety bond;
- Be the authorized agent for the SD Retirement System; and
- Be responsible for records retention and disposal.

State law requires the wages of School District employees to be published in the month of July. FY 2022-2023 salaries and wages are as follows: Allerdings, Noelle \$43,309.27, Honor Chorus \$565.00, Marching/Pep Band \$2,230.00, One Act Play \$625.00, Prom Advisor \$125.00; Arbach, Janine \$27,302.56; Baumann, Justin \$2,850.00; Biel, Kimberly \$51,559.27; Bohle, Brandice \$15.29 hr; Deal, Lisa \$14.39 hr; Dryer, Bridgett \$14.55 hr; Eisemann, Kara \$49,609.27, Student Council \$1,060.00; Goehring, Marnie \$51,168.27, Hein, Annette FB Cheer Coach \$775.00; BB Cheer Coach \$775.00; Hettick, Alexis \$48,309.27; Hettick, Chris \$50,484.27; Assistant FB coach \$2,850.00, Head BBB coach \$4,550.00; Hilzendeger, Collin \$43,309.27, assistant track coach \$2,550.00; Junior Class Advisor \$500.00; Holzer, Dawn \$43,849.27; Houck, Yvette \$54,672.71; Knecht, Don \$58,771.05; Grants Management \$1,350.00; Knecht, Kathy \$12.67 hr; Knecht Michelle \$31,045.33, \$14.58 hr; Lutz, Larry \$16,292.86; Martin, David \$16.82 hr; Miklos, Karen \$15.12 hr; Miklos, Sylvia \$17,307.86; Miklos, Thomas \$40,057.71; Moser, Teri \$15.36 hr; Mullen, Jayd \$43,309.27; Nash, Marie \$16.27 hr; Opheim, Dixie \$45,855.10; FCCLA advisor \$1,675.00; FFA advisor \$1,600.00; co-senior class advisor \$307.50; Rabenberg, Pamela \$51,135.02; Rank, Torri \$49,684.27; Annual Advisor \$1,375.00; Assistant Concessions \$500.00; Rau, Robin \$52,799.27; Russell, Philip \$57,971.42; Post Secondary Coordinator \$1,200.00; Test Coordinator \$800.00; Sadler, Naomi \$45,034.27; Prom Advisor \$125.00; Sandmeier, Maria \$4,100.00; Schroeder, Kimberly \$49,591.77; Schroeder, Leonard \$95,178.60, Athletic Director \$4,025.00; JH BBB Coach \$1,725.00; Werkmeister, Rodney \$15.74 hr; Stevens, Brooke \$13.25 hr; Vetter, Autumn \$14.00 hr; Yackley, Ryan \$43,309.27; Head GBB coach \$3,950.00, Head Cross Country coach \$2,700.00; Co Senior Class advisor \$270.00.

Motion 122-22 made by Zabel, seconded by Mortenson to authorize the Superintendent to be the administer of federal programs. All voted aye.

Motion 123-22 made by Huber, seconded by Starks to appoint the Superintendent to be the Truancy Officer. All voted aye.

Motion 124-22 made by Thorstenson, seconded by Hirsch to appoint the Superintendent to be the Title IX Compliance Officer. All voted aye.

Motion 125-22 made by Hirsch, seconded by Zabel to appoint the Superintendent to be the Rehabilitation Act Section 504 Compliance Officer. All voted aye.

Motion 126-22 made by Starks, seconded by Mortenson to appoint the Superintendent to be the Americans with Disabilities Act Compliance Officer. All voted aye.

Motion 127-22 made by Hirsch, seconded by Huber to appoint the Superintendent to be the Age Discrimination Act Compliance Officer. All voted aye.

Motion 128-22 made by Hirsch, seconded by Starks to authorize Brian Begeman- board president, Steve Zabel- vice-president, Leonard Schroeder- Superintendent, and Don Knecht- Business Manager as authorized signers on all Selby Area School bank accounts.

Establishment of School Board Committees. The following committees were recognized. The Board President and Vice President will make the committee assignments prior to the August Board Meeting.

Athletic Cooperative	Curriculum/Policy	Oahe Special Ed.
Budget/Finance	Library	Personnel/Negotiations
Buildings/Grounds	Lunch	Transportation

Motion 129-22 made by Mortenson seconded by Zabel, to designate BankWest as the official depository of school funds, the Selby Record as the official newspaper, and established the second Monday of each month at 7:00 p.m. as the date and time for regular school board meetings which will be held in the boardroom. All voted aye.

Motion 130-22 made by Starks, seconded by Huber to designate John Von Wald of Von Wald Law Office as the school attorney.

Motion 131-22 made by Mortenson, seconded by Starks to set school board members' compensation rate at \$60 plus mileage at state rates, currently \$.42/mile. All voted aye.

Motion 132-22 made by Starks, seconded by Hirsch to set activity ticket prices at \$20/student and \$30/adult and gate admission prices at \$3/student and \$5/adult. All voted aye.

Motion 133-22 made by Huber, seconded by Zabel to set mileage re-imbursement for school employees at the state rate, currently \$.42/mile and meal reimbursement rates as follows: adult breakfast \$6, lunch \$14, and supper \$20; student breakfast \$12, lunch \$12, and supper \$12. All voted aye.

Motion 134-22 made by Thorstenson, seconded by Mortenson to approve substitute teacher pay at \$100/day and long term substitute pay at \$110/day. All voted aye.

Motion 135-22 made by Zabel, seconded by Hirsch to approve the hourly rates for classified employee substitutes at \$11.00 per hour. All voted aye.

Motion 136-22 Starks, seconded by Hirsch to approve certified extra-curricular bus drivers at \$15.00 per hour driving time, non-certified extra-curricular bus drivers at \$10.00 per hour driving time, and \$8.50 per hour for layover time.

Motion 137-22 Huber, seconded by Thorstenson to approve extra-curricular support workers at \$10.00 per game/match for adults and \$5.00 per game/match for students.

Motion 138-22 made by Mortenson, seconded by Zabel to authorize the superintendent or Board president to close school due to a contagious disease, inclement weather or other emergency.

Motion 139-22 made by Zabel, seconded by Huber to maintain lunch and breakfast meal prices. (Prices as follows: K-5 Lunch \$3.25, breakfast \$2.00; 6-12 Lunch \$3.50, breakfast \$2.25, and adult Lunch \$4.50, breakfast \$2.75.) All voted aye.

Motion 140-22 made by Starks, seconded by Thorstenson to approve membership in the Emergency School Bus Mutual Assistance Pact for the 2022-2023 school year. All voted aye.

Motion 141-22 made by Mortenson, seconded Hirsch for consideration of disclosure of conflict of interest authorization requests for Brian Begeman, Steve Zabel, Don Knecht, and Leonard Schroeder. The requests for waivers were authorized because the board determined that the terms of the contracts are fair, reasonable, and not contrary to the public interest such that a waiver should be granted. All voted aye. A copy of the requests for waiver will be mailed to the Auditor General of the Department of Legislative Audit in Pierre.

Motion 142-22 made by Starks, seconded by Thorstenson to approve the Internet Safety Notification. All voted aye.

Mr. Schroeder advised the Board that the School District is following the provisions of the Child Internet Protection Act through the use of a content filter (fire wall) and our Internet Safety/Acceptable Use Policy.

Oahe Special Education Cooperative, Superintendent Schroeder, summarized the meeting of June 20, 2022. The official proceedings have been published in the *Selby Record*, June 30, 2022, page 9.

Administrators Report: Business Manager Knecht stated that the draft version of the FY21 audit was received last week and he expects the final version to be approved within the next week. Superintendent Schroeder stated there will be a summer HSA Coop meeting on August 3rd, at 8:00 p.m. in Selby. There will be a parents fall sports meeting August 3rd @ 7:00 p.m. in Selby. Superintendent Schroeder will attend the superintendent conference next week. Superintendent Schroeder stated that the custodians have been doing a great job this summer cleaning the school. The gym will be closed next week for resurfacing.

Begeman adjourned the meeting at 8:05 p.m.

Regular School Board Meeting August 8, 2022 @ 7:00 p.m.

Don Knecht, Business Manager

The above minutes approved at the next regular school board meeting to be held on Monday, **August 8, 2022 at 7:00 p.m.**

Presiding Officer
Brian Begeman, President
Selby Area School District No. 62-5

Business Manager

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