

**CANISTOTA SCHOOL DISTRICT 43-1**

**Regular School Board Meeting**

**July 11, 2022 at 7:00 P.M.**

The School Board of the Canistota School District 43-1 met in regular session in the school library. The meeting was called to order by School Board Chairman John Remacle at 7:00 p.m. School Board members present were: Jerry Bertelson, Tim Buseman, Nathan Ligtenberg, John Remacle, Angie Scott and Melissa Weber. School Board members absent were: Mandy Keller. Administrators present were: Superintendent Sonja Ortman, 6-12 Principal Nicholas Olson and Business Manager Jamie Miller. Others present: Barb Spicer, Jonas Joubert and Mason Joubert.

The Pledge of Allegiance was recited.

**ACTION NO. 2021-22-186**

Motion by Ligtenberg, seconded by Bertelson to approve July 11, 2022 regular school board meeting agenda as presented. Motion carried.

Barb Spicer address the school board in regards to the legion memorial.

**ACTION NO. 2021-22-187**

Motion by Bertelson, seconded by Scott to approve the following Consent Agenda Items: (A) Approval of the June 13, 2022 School Board Meeting Minutes as presented; (B) Approval of the June 30, 2022 Special School Board Meeting minutes as presented; (C) Approval of the June 2022 Financial Report as follows: **Beginning Balances:** General Fund: \$831,911.92; Capital Outlay Fund: \$1,912,405.51; Special Education Fund: \$129,104.90; Unemployment Fund: \$23,351.41; Food Service Fund: \$53,264.06; and Enterprise Fund: \$13,443.33.

**June Receipts:** General Fund: Taxes Received \$132,441.03, Interest Earned \$462.40, Government Payments \$119,613.39 and Local Revenue \$526.11 = Total General Fund Receipts \$253,042.93; Capital Outlay: Taxes Received \$91,020.63 = Total Capital Outlay Receipts \$91,020.63; Special Education: Taxes Received \$52,374.44 and State Government \$4,273.72 = Total Special Education Receipts \$56,648.16; Unemployment Fund: Taxes Received \$0.00 = Total Unemployment Receipts \$0.00; Food Service: Government Payments \$11,356.93 and Local Revenue \$253.08 = Total Food Service Receipts \$11,610.01; Enterprise Fund: Local Revenue \$800.00 = Total Enterprise Fund Receipts \$800.00.

**June Expenditures:** General Fund: Accounts Payable \$50,163.99 and Payroll \$135,918.22 = Total General Fund Expenditures \$186,082.21; Capital Outlay: Accounts Payable \$217,924.63 = Total Capital Outlay Expenditures \$217,924.63; Special Education: Accounts Payable \$36,361.10 and Payroll \$24,674.65 = Total Special Education Expenditures \$61,035.75; Unemployment Fund: = \$0.00; Food Service Fund: Accounts Payable \$2,884.72 and Payroll \$2,366.57 = Food Service Expenditures \$5,251.29; Enterprise Fund: Accounts Payable \$284.14 and Payroll \$10,270.33 = Total Enterprise Fund Expenditures \$10,554.47.

**Year End Adjustments:** Transfer from General Fund to Enterprise Fund \$10,000.00.

**Ending Balances:** General Fund: \$888,872.64; Capital Outlay Fund: \$1,785,501.51; Special Education Fund: \$124,717.31; Unemployment Fund: \$23,351.41; Food Service Fund: \$59,622.78; and Enterprise Fund: \$13,688.86.

(D) Approval of the following Claims against the School District for July 2022: Addy Disposal & Recycling – Garbage Removal – 199.50; Associated School Boards of SD – Dues – 924.39; Builders Supply Company –

Supplies – 56.25; City of Canistota – Water/Sewer Expense – 235.19; Cornbelt Conference – Dues – 500.00; Dauby's Sport Center – Supplies – 64.50; Engraver's Edge – Supplies – 118.00; Foreman Sales & Service Inc – Professional Services – 338.50; Goldenwest Telecommunications – Telephone Expense – 225.72; Innovative Office Solutions, LLC – Supplies – 104.88; Jan's Garage – Professional Services – 424.70; National Association of Secondary Principals – Dues – 385.00; Northwestern – Natural Gas Expense – 235.81; Popkes, Josh – Background Check Reimbursement – 43.25; Poppler's Music – Supplies – 157.20; School Administrators of South Dakota – Dues – 1,671.00; SD Teacher Placement Center – Fee – 435.00; Teacher Innovations, Inc – Fee – 378.00; Technology & Innovations, Inc. – Fee – 1,000.00; Total Stop – Fuel and Supplies – 897.14; Verizon Wireless – Cell Phone Expense – 91.78; Workplace IT Management – Professional Services – 4,566.40. Total General Fund Vendor Claims \$13,052.21.

Capital Outlay Fund: Access Systems – Copier Lease – 638.70; Apptegy, Inc – Professional Services – 4,900.00; Book Systems Inc – Yearly Contract – 937.00; CDW Government Inc – Yearly Contract – 720.00; Connecting Point – Equipment – 4,504.36; Hauff Mid-America Sports – Uniforms – 998.85; Houghton Mifflin Harcourt Publishing Co. – Curriculum – 3,879.25; Jeremy Eichmann Repair & Construction – Professional Services – 1,500.00; Liminex Inc – Licenses – 2,271.00; Net Diverse – Equipment – 9,020.72; NWEA – Licenses – 3,520.00; Overdrive Inc – Digital Library – 250.00; Poppler's Music Inc – Equipment – 8,946.00; Riddell/All American Sports Corporation – Uniforms – 7,820.06; School Loop – Professional Services – 937.44; SHI International Corporation – Windows Licenses – 1,911.96; Taylor Music – Equipment – 2,425.00. Total Capital Outlay Vendor Claims \$55,180.34.

Special Education Fund: Cornbelt Education Coop – Contracted Services – 14,778.25; Goodcare LLC – Contracted Services – 384.00. Total Special Education Vendor Claims \$15,162.25.

Food Service Fund: Heiberger, Jessica – Lunch Account Reimbursement – 21.35. Total Food Service Fund Claims \$21.35.

Enterprise Fund: Total Stop – Fuel – 279.79. Total Enterprise Fund Claims \$279.79.

Total Claims against the District: \$83,695.94.

(D) Acknowledge of the June 14, 2022 Cornbelt Educational Cooperative Minutes as presented.

Motion carried.

#### **ACTION NO. 2021-22-188**

Motion by Weber, seconded by Ligtenberg to approve the following budget adjustments for fiscal year ended June 30, 2022:

General Fund: 2211 Improvement of Instruction \$5,692.13, 2227 Technology in Schools \$5,438.98, 2546 Security Services \$17,724.00, 2549 Other Operation and Maintenance of Plan Services 12,646.75, 3111 General State Aid Revenue -\$23,777.86 and 4191 ESSER III General Grant Revenue -\$17,724.00.

Capital Outlay Fund: 2529 Business Manager \$3,820.15, 2539 Other Facilities Acquisition and Construction Services \$92,520.88, 2549 Other Operation & Maintenance of Plant Services \$19,611.19, 2574 Printing & Publishing Services \$152.40, 5000 Debt Services \$500.00, 6101 Boys Basketball \$122.26, 6102 Football \$14,830.23, 6222 Cheerleading \$1,109.18, 6916 Track \$3,130.50 and Capital Outlay Fund Balance - \$135,796.79.

Special Education Fund: 2172 Occupational Therapy \$3,035.52, 2736 Transportation Costs \$625.00, 2759 Other Professional \$186.25 and 3129 Extraordinary Cost Fund Revenue -\$3,846.77.

Food Service Fund: 2562 Food Preparation & Dispensing Services \$48,234.52 and 4810 Federal Reimbursement -\$48,234.52.

Enterprise Fund: 1132 Drivers Education \$1,497.67, 1311 Drivers Education Tuition -\$1,000.00 and Drivers Education Fund Balance -\$497.67.

Motion carried.

**ACTION NO. 2021-22-189**

Motion by Buseman, seconded by Bertelson to approve the following contingency transfers for fiscal year ended June 30, 2022: 1131 High School \$268.46, 2227 Technology in School \$6.75, 2546 Security Services \$52.00, 2574 Printing and Publishing Services \$2,479.49, 6107 Weight Room \$6,647.73, 6201 Girls Basketball \$1,294.03, 6222 Cheerleading \$697.20, 6908 School Play \$2,373.12, 6919 Athletic Director \$5,389.59 and 7000 Contingencies -\$19,208.37. Motion carried.

**ACTION NO. 2021-22-190**

Motion by Ligttenberg, seconded by Scott to approve fiscal year end transfers as follows: Transfer from General Fund to Enterprise Fund \$10,000.00 by the school district's fiscal year end on June 30, 2022. Motion carried.

School Board Comments:

School Board Chairman Remacle addressed the school board regarding the legion memorial.

School Board Member Weber addressed the school board regarding the upcoming alumni reunion and related items.

**ACTION NO. 2021-22-191**

Motion by Bertelson, seconded by Scott to adjourn the special school board meeting of the Canistota Board of Education at 7:12 p.m. Motion carried.

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John Remacle  
School Board President

Jamie Miller  
School Business Manager

(Submitted for publication on Sunday, July 24, 2022)

**CANISTOTA SCHOOL DISTRICT 43-1**  
**Regular School Board Meeting**  
**July 11, 2022 at 7:00 P.M.**

The School Board of the Canistota School District 43-1 met in regular session in the school library. The first meeting of the 2022-2023 Canistota Board of Education was called to order by Superintendent Ortman at 7:14 p.m. School Board members present were: Jerry Bertelson, Tim Buseman, Ann Jacobsen, Nathan Ligtenberg, John Remacle, Angie Scott and Cory Spicer. Administrators present were: Superintendent Sonja Ortman, 6-12 Principal Nicholas Olson and Business Manager Jamie Miller. Others present: Barb Spicer, Jonas Joubert and Mason Joubert.

Superintendent Ortman administered School Board Member Oaths of Office which were read and signed by school board members Angie Scott, John Remacle, Cory Spicer & Ann Jacobsen.

**ACTION NO. 2022-23-001**

Motion by Ligtenberg, seconded by Scott to nominate John Remacle to serve as the President of the Canistota School Board. Motion carried.

**ACTION NO. 2022-23-002**

Motion by Scott, seconded by Spicer to nominate Nathan Ligtenberg to serve as the Vice President of the Canistota School Board. Motion carried.

Guests Barb Spicer, Jonas Joubert and Mason Joubert left the meeting.

**ACTION NO. 2022-23-003**

Motion by Bertelson, seconded by Buseman to approve the amended July 11, 2022 school board meeting agenda with the following additions: a) 17(g) Approve Laurel Seubert contract, Newspaper; b) 17(h) Approve James Strang contract, Yearbook; and c) 17(i) Approve Bridget Ortman contract, school year weight room supervisor. Motion carried.

**ACTION NO. 2022-23-004**

Motion by Ligtenberg, seconded by Bertelson to appoint School Business Manager Jamie Miller as the School District Custodian of Accounts with Superintendent Sonja Ortman approved to sign financial documents in her absence. The custodian of account is authorized to continue existing funds, establish new accounts, and invest/reinvest funds, which serves greatest advantage to school district. Motion carried.

**ACTION NO. 2022-23-005**

Motion by Bertelson, seconded by Buseman to authorize School Business Manager Jamie Miller to electronically transfer funds for specifically authorized purposes. Motion carried.

**ACTION NO. 2022-23-006**

Motion by Scott, seconded by Spicer to appoint Superintendent Sonja Ortman as the Administrator of Federal Programs with School Business Manager Jamie Miller approved to sign federal program reimbursement forms in his absence. Motion carried.

**ACTION NO. 2022-23-007**

Motion by Bertelson, seconded by Jacobsen to appoint Superintendent Sonja Ortman as the Canistota School District's Truancy Officer. Motion carried.

**ACTION NO. 2022-23-008**

Motion by Scott, seconded by Bertelson to appoint Business Manager Jamie Miller as the Canistota

School District's Title IX Compliance Officer. Motion carried.

**ACTION NO. 2022-23-009**

Motion by Bertelson, seconded by Buseman to appoint Superintendent Sonja Ortman as the Canistota School District's Rehabilitation Act Section 504 Compliance Officer. Motion carried.

**ACTION NO. 2022-23-010**

Motion by Ligtenberg, seconded by Scott to appoint Superintendent Sonja Ortman as the American with Disabilities Act Compliance Officer. Motion carried.

**ACTION NO. 2022-23-011**

Motion by Jacobsen, seconded by Buseman to appoint Superintendent Sonja Ortman as the Age Discrimination Act Compliance Officer. Motion carried.

**ACTION NO. 2022-23-012**

Motion by Bertelson, seconded by Scott to authorize School Board Vice President, Nathan Ligtenberg, to be designated as the School Board Member who in addition to School Board President, John Remacle, has the authority to countersign checks drawn by School Business Manager Miller. Motion carried.

**ACTION NO. 2022-23-013**

Motion by Bertelson, seconded by Scott to make the following administrative appointments: (i) to appoint Ann Jacobsen as the Canistota School District's Representative on the Cornbelt Educational Cooperative Board of Directors. (ii) To appoint John Remacle as the Canistota School District's Representative for the ASBSD Delegate Assembly and be the district's ASBSD Board Liaison and Jerry Bertelson as the alternate delegate. (iii) To appoint Cory Spicer, John Remacle and Tim Buseman as Budget Committee to meet four times a year to discuss the budget. (iv) To appoint Ann Jacobsen as the Canistota School District's Representative on the McCook County Equalization Board and on the City of Canistota Equalization Board. (v) To appoint Angie Scott, John Remacle and Cory Spicer as school board negotiators. Motion carried.

School Business Manager Miller presented the Fiscal Year 2022-2023 Annual School District Financial Budget and its supporting data for the Public Hearing at 7:30 p.m.

**ACTION NO. 2022-23-014**

Motion by Scott, seconded by Ligtenberg (a) to approve the official depository for the Canistota School District as The Security State Bank of Canistota. (b) To designate the official newspaper of the Canistota School District as The Special. (c) To schedule the monthly school board meetings for the second Monday of the month at 7:00 p.m. in the school library. (d) To approve the surety bond for the superintendent and the school business manager to be purchased in April of each year. (e) To designate Superintendent Sonja Ortman as the school executive responsible for all Official School Closings and to designate the chain of command for Official School Closings in his absence to be 6-12 Principal Nicholas Olson and Business Manager Jamie Miller. (f) To designate Special Education Director Morgan Gerken, Superintendent Sonja Ortman, 6-12 Principal Nicholas Olson and School Business Manager Miller to direct the Special Education Program and further designates Special Education Director Morgan Gerken, Superintendent Sonja Ortman and 6-12 Principal Nicholas Olson to direct IEP Administration. (g) To designate Superintendent Sonja Ortman to ensure district compliance and assurance with all the Federal Title Programs. (h) To designate Superintendent Sonja Ortman to approve Student Open Enrollment Applications according to the school district's Open Enrollment Policy. Motion carried.

**ACTION NO. 2022-23-015**

Motion by Ligtenberg, seconded by Bertelson to appoint Rodney Freeman as the School Attorney for the Canistota School District for FY23 and KSB School Law for Title IX. Motion carried.

**ACTION NO. 2022-23-016**

Motion by Bertelson, seconded by Spicer to authorize participation in the following associations: (a) Associated School Boards of South Dakota and (b) South Dakota High School Activities Association. Motion carried.

**ACTION NO. 2022-23-017**

Motion by Jacobsen, seconded by Ligtenberg to set the date of the annual school board election as the second Tuesday in April. Motion carried.

**ACTION NO. 2022-23-018**

Motion by Ligtenberg, seconded by Spicer to set the Canistota School District School Board compensation rate at \$75.00 per meeting. Motion carried.

**ACTION NO. 2022-23-019**

Motion by Bertelson, seconded by Spicer to approve the extra-curricular gate admission ticket rates of \$5.00 for adults, \$3.00 for students (PK-College) and free for senior citizens and active/retired military for the 2022-2023 school year. To approve the following activity pass rates for the 2022-2023 school year: \$30.00 for an adult, \$50.00 for an adult & married spouse, \$15.00 for students (Grade PK-College). A maximum cost of \$75.00 per family (includes college students up to age 22) and senior citizens 65 years and older, residing in the Canistota School District, will be admitted free. Motion carried.

**ACTION NO. 2022-23-020**

Motion by Spicer, seconded by Jacobsen to approve the following rates for the 2022-2023 school year: 1) Meal reimbursement rates for Instructional Staff travel: breakfast \$6.00; lunch \$14.00; and supper \$20.00. 2) Meal reimbursement rates for student travel State Meet Events: breakfast \$6.00; lunch \$14.00; and supper \$20.00. 3) Mileage reimbursement at 42 cents/mile. Mileage reimbursements will not be paid to staff unless no school vehicles are available to use. Motion carried.

**ACTION NO. 2022-23-021**

Motion by Scott, seconded by Buseman to approve the substitute teacher pay at \$95.00 per day for the first 10 days of substitute work and to pay \$110.00 per day, after 10 days of substitute work, and to pay \$130.00 per day for any long term substitutes for the 2022-2023 school year. Motion carried.

**Unfinished Business:**

None

**New Business:****ACTION NO. 2022-23-022**

Motion by Jacobsen, seconded by Ligtenberg to approve the following school lunch rates for 2022-2023 academic year are as follows: Grades PK-12 breakfast at \$2.05, Adult breakfast at \$2.25, reduced price breakfast at \$0.30, Grades PK-5 lunch at \$3.10, Grades 6-12 lunch at \$3.40, Adult lunch at \$4.15, reduced price lunch at \$0.40, Extra milk at \$0.40 each, second meal entries at \$1.40 each, Ala carte beverages at \$1.50 and ala carte snack items at \$1.00. Motion carried.

**ACTION NO. 2022-23-023**

Motion by Spicer, seconded by Buseman to adopt the following resolution:

Let it be resolved, that the School Board of the Canistota School District 43-1, 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 amended proposed budget and changes thereto, to be its Annual Budget for the fiscal year July 1, 2022 through June 30, 2023. The Adopted Annual Budget levy requests are as follows:

**TAX LEVY REQUEST – 2022 taxes pay 2023**

General Fund	\$1.362/per \$1,000	of ag valuation
	\$3.048/per \$1,000	OO
	\$6.308/per \$1,000	other non-ag/utilities
Opt Out Amt	\$300,000.00	
Capital Outlay	\$686,589 (Max)	
Special Education	\$1.599/per \$1,000	

**DOLLAR AMOUNT OF BUDGETS APPROVED:** General Fund = \$2,657,995, Capital Outlay Fund = \$1,515,295, Special Education Fund = \$745,811, Food Service Fund = \$217,332 and Enterprise Fund = \$83,953. Motion carried.

**ACTION NO. 2022-23-024**

Motion by Bertelson, seconded by Scott to authorize School Business Manager Miller to complete the Canistota School District's FY 2022 Annual Financial Report to the State of South Dakota. Motion carried.

**ACTION NO. 2022-23-025**

Motion by Ligtenberg, seconded by Jacobsen to approve the Canistota School District Comprehensive Special Education Policy. Motion carried.

**ACTION NO. 2022-23-026**

Motion by Scott, seconded by Bertelson to acknowledge the following disclosures: 6-12 Principal Nicholas Olson's spouse Bailley Olson is the first grade teacher; and that the Canistota Board of Education determines these conflicts are fair, reasonable, and not contrary to the public interest. (SDCL 6-1-17) Motion carried.

**ACTION NO. 2022-23-027**

Motion by Ligtenberg, seconded by Scott to approve the staff contract of Cassie Mehlbrech for Special Education Paraprofessional/Preschool Transportation. Motion carried.

**ACTION NO. 2022-23-028**

Motion by Scott, seconded by Bertelson to approve the staff contract for Laurel Seubert for newspaper advisor. Motion carried.

**ACTION NO. 2022-23-029**

Motion by Ligtenberg, seconded by Jacobsen to approve the staff contract for James Strang for yearbook advisor. Motion carried.

**ACTION NO. 2022-23-030**

Motion by Scott, seconded by Spicer to approve the staff contract for Bridget Ortman for school year weight room supervisor. Motion carried.

Superintendent Ortman discussed the following items with the school board: a) standardized test scores; b) SPED review update; c) enrollment update; d) landscaping update; e) all school reunion; f)

Spanish class being offered; g) school app; and h) open positions.

**ACTION NO. 2022-23-031**

Motion by Buseman, seconded by Scott to go into Executive Session at 8:52 p.m., to discuss Personnel pursuant SDCL 1-25-2(1). Motion carried.

School Board Chairman Remacle declared the Executive Session ended at 9:09 p.m.

**School Board Comments:**

School Board Chairman Remacle encouraged all board members to participate in the join convention, if available.

School Board Vice Chairman Ligtenberg welcomed all the new school board members.

**ACTION NO. 2022-23-032**

Motion by Scott, seconded by Bertelson to adjourn the regular school board meeting of the Canistota Board of Education at 9:14 p.m. Motion carried.

The next regular school board meeting will be held on Monday, August 8, 2022 at 7:00 p.m. in the Canistota School library

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John Remacle  
School Board President

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Jamie Miller  
School Business Manager

(Submitted for publication on Sunday, July 24, 2022)