

## UNOFFICIAL MINUTES OF REGULAR SCHOOL BOARD MEETING

THE SCHOOL BOARD OF BELLE FOURCHE SCHOOL DISTRICT NO. 9-1 MET IN REGULAR SESSION ON MONDAY, SEPTEMBER 9, 2019, AT THE BELLE FOURCHE SCHOOL DISTRICT ADMINISTRATION OFFICE with president Tammy Clem presiding and members Wayne Gilbert, Jean Helmer, Nita Justice, Tara Knapp, Scott Mikkelsen and Mike Tyndall present. Administration present: Superintendent Steve Willard, Business Manager Susan Proefrock, Principals Julie Hatling and Mathew Raba and Special Education Director Caleb Case. Visitors: Ann Anderson, Mark Sprigler, Emma Crawford, Dyllen Martin, Storm Moyer, Brianna Schmidt, Ashliegh Hoff, Karen Schlekeway and Kayla Grams.

Unless otherwise noted, all Board action was by unanimous decision.

President Clem called the meeting to order at 5:15 p.m. Clem led everyone in the Pledge of Allegiance.

Motion Justice, second Mikkelsen to approve the agenda as presented. Motion carried.

During Open Forum - High School students Dyllen Martin and Storm Moyer presented on the idea of an attendance incentive for high school students.

Elementary Principal Hatling and Middle School teacher Ann Anderson informed the Board about attending the 2019 American Association of Physics Teachers Master Teacher Policy Fellowship in Washington, D.C. in July.

Middle School Teacher Mark Sprigler presented the itinerary for the Middle School Math and Science Club students to travel to Florida in April 2020.

Kayla Grams gave an informational presentation about the services provided by Belle Fourche Counseling.

High School Student Council Secretary Jace Herman reported on the activities of the Council and student body.

Motion Knapp, second Tyndall to approve the meeting minutes of August 12, 2019. Motion carried.

Motion Justice, second Knapp to approve the August financial statement as presented and the financial report for the Agency Funds Beginning Balance \$137,756.32, Income \$35,813.66, Expenditures \$21,825.06, Ending Balance \$151,744.92. Motion carried.

Motion Brill, second Mikkelsen to approve the claims for payment as presented. Total Prepaid Claims by fund: General Fund \$592,536.59; Special Education \$92,905.14 and Food Service \$4,002.33. Total Current Claims by fund: General Fund \$342,055.17; Capital Outlay \$136,989.29; Special Education \$199,423.54; Food Service \$37,001.43 and Other Enterprise Fund \$8.79. Motion carried.

### SDCL 3-23 Disclosure Requirement

Superintendent Dr. Steve Willard disclosed that his daughter, Kassie Willard worked for the School District's summer grounds crew for two (2) days in August (interest in a contract). Motion Helmer, second Gilbert that the School Board has determined no conflict in this disclosure. Motion carried.

Clem reported on the Facilities and Transportation Committee meeting held September 5, 2019. A recommendation was presented for the administration to hire another maintenance employee. Meeting minutes were shared with the Board.

Administrative reports were given.

Motion Helmer, second Gilbert to approve the administrative recommendation to compensate Karlee Gusso \$6,517.00 for additional music education instruction (total for both semesters) during the 2019-2020 school year. Motion carried.

President Clem moved the Consent agenda items Additional Compensation to a separate action item.

#### Consent Agenda

Motion Justice, second Tyndall, and carried to approve the following consent agenda items (1-8):

- (1) Administrative recommendations for personnel as follows: hire Cal Erhart as a transportation mentor/mechanic and bus driver, effective 07/01/2019; hire Casandra Corliss as a paraprofessional, effective 09/09/2019; hire Bristen Vetter, as a special education paraprofessional, effective 08/14/2019; hire Brianna Rucker as a special education paraprofessional, effective 09/05/2019; hire Dawn Queen as a special education paraprofessional, effective 09/09/2019; wage adjustment for Sara Steiner, paraprofessional, effective 08/14/2019; hire Rachel Munce as assistant middle school play advisor; hire Kaitlin Peterson as a middle school Student Council advisor; salary adjustment for Wendy Larson as head middle school volleyball coach; salary adjustment for Cory Neuharth as head middle school wrestling coach; hire Shelby Dittman as an assistant middle school volleyball coach; and compensation for extra class instruction during the 2019-2020 school year as follows – Wayne Tonsager \$3,500.00 for extra period of instruction (first semester only); Eric Anderson \$3,325.00 for extra period of instruction (first semester only); Dalton Stearns \$3,842.00 for extra period of instruction (first semester only); Kyle Haxton \$3,388.00 for extra period of instruction (first semester only); Darren Jackson \$8,050.00 for duties of band instructor (both semesters).
- (2) Resignations submitted as follows: Tianna Rosenkranz, paraprofessional, effective 08/19/2019; Rose Norton, special education behavioral support, effective 08/03/2019; and Wendy Carr as an elementary teacher, effective the end of the 2019-2020 school year. Also approve compensation of \$700.00 as early resignation incentive to be paid with the last paycheck to Carr.
- (3) Accept the requests to be released for extra-curricular contracts as follows: Cassie Natvig as 7<sup>th</sup> grade volleyball coach, effective 08/15/2019 and Donald Hazledine as head girls golf coach, effective 08/16/2019.
- (4) Approve the food service prices as follows: Lunches: elementary (grades K-4) \$2.85; middle school (grades 5-8) \$2.95; high school (grades 9-12) \$3.05; and adults \$4.00; Breakfasts: All grades K-12 \$1.80 and adults \$2.20 (only adult breakfast was increased from previous approved prices on 07/15/2019).

- (5) Agreement for payment of tuition for the 2019-2020 school year from the Crook County School District No. One, State of Wyoming, as follows: Two (2) elementary school students at the sum of \$100.00 per student per day; three (3) middle school students at the sum of \$105.00 per student per day; and five (5) high school students at the sum of \$110.00 per student per day.
- (6) Contract addendums for educational advancements as per negotiated agreement for the following personnel: Jana Bastian, Jenniene Colombe, Mary Day, Kyle Haxton, Darin Newton, Kelsey Ruzicka, Kathryn Simonyak and Scott Slotten.
- (7) List of 2019-2020 salaries to be published.
- (8) Classroom volunteers – Rick Brennan, Margy Kokesh and Harlene Hill.

#### Open Enrollments

Motion Helmer, second Gilbert to approve the administrative recommendations to accept the open enrollment applications, beginning the 2019-2020 school year, as submitted for two (2) elementary students from the Newell School District, three (3) elementary students from the Spearfish School District and two (2) high school students from the Spearfish School District. Also approve the request to be released from open enrollment for one (1) high school student to return to the Spearfish School District. Motion carried.

#### Student Assignment Request

Motion Mikkelson, second Knapp to approve the administrative recommendation for a student assignment request for one (1) middle school student to be assigned school residency in the Belle Fourche School District 9-1 beginning the 2019-2020 school year and deny a student assignment request for one (1) high school student to be assigned school residency in the Belle Fourche School District 9-1. Motion carried.

#### Cafeteria Plan Document and Summary Plan Document

Motion Gilbert, second Helmer to approve the amended Plan Document and Summary Plan Document for the Belle Fourche School District Cafeteria Plan, effective 10/01/2019. Motion carried.

#### Additional Compensation

Motion Helmer, second Tyndall to approve additional compensation as follows: Curriculum/professional development stipends – T Adel \$195.00, H Boston \$130.00, C Brown \$130.00, E Delahoyde \$130.00, A Dilks \$390.00, L Dunavant \$130.00, S Ederhoff \$130.00, J Erskin \$65.00, L Gropper-Krajewski \$65.00, K Gusso \$130.00, A Hostetter \$390.00, B Huffman \$65.00, S Hunter \$65.00, P Janovy \$130.00, M Kane \$260.00, L Kirsch \$130.00, S Mikkelson \$130.00, S Morgan \$65.00, C Parker \$130.00, K Schlekeway \$65.00, K Simonyak \$65.00, E Thomas \$260.00, K Webb \$65.00, R Wenk \$65.00 and J Worthington \$130.00. Motion carried. (Mikkelson abstained)

Certificates of Excuse from school attendance (2019-2020 application numbers 9-25) were signed at this time. Forty (40) students approved to date.

Nice thank you cards were shared with the Board.

Fall intern/student teacher placements were shared with the Board.

The Board reviewed the revised Request for Fundraisers form from the Administrative Manual.

A Policy Committee meeting was scheduled. A special meeting is scheduled on September 23, 2019 for the purpose of a Board retreat.

There being no further business to come before the Board at this time, the meeting adjourned at 6:38 p.m.

---

Tammy Clem  
President

---

Susan L. Proefrock  
Business Manager

**August 31, 2019 Financial Statement**

**General Fund:** Balance: \$1,681,007.15; Receipts: Local Sources: Taxes \$62,132.38; Utility Taxes \$49,733.06; Interest Earned \$659.20; Activity Tickets \$6,135.00; Admissions \$788.00; Other Cocurricular Income \$3,275.00; Donations \$771.00; Misc. \$6,751.50; Medicaid Administration \$5,608.84; Intermediate Sources: State Fines \$14,429.52; State Sources: State Aid \$468,720.00; Federal Sources: Title IA \$85,856.00; Title IIA \$25,235.00; Fresh Fruits & Veg Program \$758.43; Total Receipts \$730,852.93; Disbursements: Claims \$140,387.46; Payroll & Benefits \$591,482.11; Medicaid Admin Fee \$631.26; Merchant Services ACH charges \$55.81; Auto bank draft (fees) \$37.60; Void payroll direct deposit (\$258.58); Prior Month Correction (\$48.20); Balance \$1,679,476.22

**Capital Outlay:** Balance: \$2,523,692.97; Receipts: Local Sources: Taxes \$28,011.01; Interest Earned \$853.33; Misc. \$2,582.50; Federal Sources: Perkins \$25,949.00; Total Receipts: \$57,395.84; Disbursements: Claims \$105,295.57; Balance \$2,475,793.24

**Special Education:** Balance: \$266,384.84; Receipts: Local Sources: Taxes \$13,607.81; Interest Earned \$106.10; Misc. \$18.66; Medicaid Administration \$1,084.00; State Sources: State Aid \$79,828.00; Federal Sources: IDEA Part B \$88,481.00; Total Receipts: \$183,125.57; Disbursements: Claims \$12,064.74; Payroll & Benefits \$92,843.36; Balance \$304,602.31

**Pension Fund:** Balance: \$36,273.99; Receipts: Local Sources: Taxes \$764.75; Interest Earned \$12.91; Total Receipts: \$777.66; Disbursements: \$0.00; Balance \$37,051.65

**Food Service:** Balance: \$45,146.97; Receipts: Local Sources: Interest Earned \$22.33; School Lunch/Breakfast Receipts \$30,561.65; Federal Sources: Summer Food Service Program Reimb \$6,644.18; Total Receipts: \$37,228.16; Disbursements: Claims \$14,465.20; Payroll & Benefits \$4,002.33; Prior Month Correction \$48.20; Balance \$63,955.80

**Other Enterprise:** Balance: \$66,877.63; Receipts: Total Receipts: \$0.00; Disbursements: Claims \$9.78; Balance \$66,867.85