

## UNOFFICIAL MINUTES OF REGULAR SCHOOL BOARD MEETING

THE SCHOOL BOARD OF BELLE FOURCHE SCHOOL DISTRICT NO. 9-1 MET IN REGULAR SESSION ON MONDAY, AUGUST 10, 2020, AT THE BELLE FOURCHE MIDDLE SCHOOL LUNCHROOM with president Tammy Clem presiding and members Wayne Gilbert, Jean Helmer, Nita Justice, Tara Knapp, Scott Reder and Mike Tyndall present. Administration present: Superintendent Steve Willard, Business Manager Susan Proefrock, Principals Julie Hatling, Kevin Smidt and Mathew Raba, Activities Director Adam Nowowiejski, Special Education Director Caleb Case and Director of Facilities and Transportation Tommy Coyle. Visitors: Jamey Mailloux, Jeanne Burckhard-McKenna and Bryan Lessly.

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 Reder, second Tyndall to approve the agenda as amended. Motion carried.

### Routine Business

The minutes of June 27, 2020 were **amended** as follows:

(4) RESOLUTION FOR AMENDMENTS OF BUDGET BE IT RESOLVED, that the School Board of the Belle Fourche School District 9-1, in accordance with SDCL 13-11-3.2 and after duly considering the proposed budget amendments, hereby approves and adopts the following amendments in total:

**Amended 08/10/2020**

<b>Fund</b>	<b>Function</b>	<b>Amount</b>
General Fund	Health Services-CARES ESSER	\$ 5,000
	Improvement of Instruction Services-Title I Sch Impr	50,000
	Fiscal Services	5,000
	Operation & Maintenance of Plant Services-CARES ESSER	9,000
	<b>Payments to State-Unemployment</b>	<b>7,000</b>
<p>Source: Other Revenue \$5,000; <b>Unrestricted Grants-In-Aid \$7,000 – State Aid</b>, Restricted Grants-In-Aid – CARES ESSER \$14,000, Title I Part A School Improvement 1003(a)-Middle School \$25,000, Title I Part A School Improvement 1003(a)-High School \$25,000. Intended Purpose: Salaries, Benefits, Services Purchased from a Cooperative, Other Prof. Services, Supplies, Dues and Fees.</p>		
Capital Outlay	Elementary Programs	\$ 5,000
	High School Programs	<del>10,000</del> <b>17,000</b>
	Programs for Educationally Deprived-Title I Sch Impr	17,000
	Improvement of Instruction Services-Title IV	2,400
	Improvement of Instruction Services-CARES ESSER	500
	Educational Media Services--CARES ESSER	500
	Board of Education Services	3,500
	Executive Administration Services	600
	Office of Principal Services	4,500
	Office of Principal Services-CARES ESSER	1,500
	Other Admin Support Services-CARES ESSER	500

Operation & Maintenance of Plant Services	28,000
Operation & Maintenance of Plant Services-CARES ESSER	500
Special Education Administrative Costs-CARES ESSER	500
Food Services	14,500
Co-Curricular Male Activities	6,500
Co-Curricular Female Activities	1,500

Source: Capital Outlay Fund Balance ~~\$19,500~~ **\$26,500**; Ad Valorem Taxes \$36,600; Donations \$18,000; Restricted Grants-In-Aid CARES ESSER \$4,000, Title I Part A School Improvement 1003(a)-Middle School \$12,000, Title I Part A School Improvement 1003(a)-High School \$5,000, Title IV Part A \$2,400.

Intended Purpose: Repairs, Equipment, Software and Computer Equipment.

Capital Outlay	Elementary Programs	\$ 48,000
	Middle School Programs	46,000
	High School Programs	<del>64,000</del> <b>71,500</b>
	Fiscal Services	10,000

Source: Other Financing Source (Capital Lease)

Intended Purpose: Other Equipment.

**Capital Outlay**      **Debt Services**      **\$ 43,000**

Source: Sale of Fixed Assets.

Intended Purpose: Principal (early termination of lease agreements).

Special Education      Programs for Special Education      \$ 27,000

Source: Special Education Fund Balance ~~(\$126,000)~~ **(\$99,000)**; and Restricted Grants-In-Aid \$126,000.

Intended Purpose: Services Purchased from a Cooperative, Supplies, Textbooks and Instructional Software.

Pension Fund      Transfer Out      \$800

Source: Prior Years Ad Valorem Taxes.

Intended Purpose: Miscellaneous.

Food Service      Food Services      \$35,000

Source: Food Service Assistance-Federal Reimbursement.

Intended Purpose: Other Prof. Services.

Enterprise Fund      Custody & Care of Children Services      \$ 2,000

Other Community Services      500

Source: Fund Balance \$2,000 and Other Revenue \$500.

Intended Purpose: Other Prof. Services and Supplies.

(5) Authorize Business Manager Proefrock to make the necessary transfer of funds from the General Fund contingency line item (10-7000-000-700) not to exceed the contingency budget. Transfers were made to the accounts as follows:

Account	Description	Amount
Health Services	Classified Staff Wages/Benefits	\$ 8,000
Office of Principal Services	Classified Staff Wages/Benefits	8,000
Support Services - Other	Classified Staff Wages	4,000
Fiscal Services	Classified Staff Wages	5,000
Operaton & Maint of Plant	Overtime Salaries/Benefits	15,000
Payments to State-Unemployment	Benefits	<del>2,000</del> <b>5,000</b>
Total Transfers from General Fund Contingency		<del>\$42,000</del> <b>45,000</b>

Motion Knapp, second Justice to approve the amended meeting minutes of June 27, 2020, and the meeting minutes of July 13 and July 27, 2020. Motion carried.

Motion Helmer, second Knapp to approve the July financial statement as presented and the financial report for the Agency Funds Beginning Balance \$174,933.76, Adjustment (\$80.40) Income \$34,592.44, Expenditures \$17,004.33, Ending Balance \$192,441.47 and the financial report for Private Purpose Trust Funds Beginning Balance \$27,371.55, Income \$1,450.23, Expenditures \$2,190.00, Ending Balance \$26,631.78. Motion carried.

Motion Reder, second Helmer to approve the claims for payment as presented. Total Prepaid Claims by fund: General Fund \$634,038.33 and Special Education \$102,207.88. Total Current Claims by fund: General Fund \$138,055.50; Capital Outlay \$24,813.14; Special Education \$7,018.44; and Food Service \$35,501.67. Motion carried.

During SDCL Ch. 3-23 conflict disclosure agenda review, no conflicts were identified that had not been previously disclosed and waived.

Administrative reports were given.

Board consensus was given to allow Supt. Willard to enroll the Belle Fourche School District with the SD Department of Education to participate in the Voluntary Sentinel Surveillance for K-12 Schools in South Dakota. This program is for COVID-19 surveillance testing of asymptomatic adults working in the K-12 schools.

Helmer reported on the Black Hills Special Services Cooperative meeting held in July 2020.

#### Consent Agenda

Motion Justice, second Tyndall, and carried to approve the following consent agenda items (1-4):

- (1) Administrative recommendations for personnel as follows: hire Andrew Lythgoe as assistant technology, effective 08/06/2020; effective the 2020-2021 school year – hire Tim Stearns as a bus driver; hire Jordan Hanson and Sandra Lowry as paraprofessionals; hire Bristen Vetter as a special education paraprofessional; hire Susan Cody as a long-term substitute teacher, \$29.00/hour; wage adjustment for Rainee Strickland, special education paraprofessional; hire Lacey Doyle as assistant competitive cheer coach; hire Bill Jewett as head middle school football coach; hire Kyle Graslie as assistant middle school football coach; hire Justin Jensen as an assistant middle school football coach; hire Kyle Webb as senior class advisor; hire Emma Thomas as freshman class advisor; compensate Lead Teachers for 2020-2021, salary \$800.00 – Brenda Cupp (Elementary) and Kyle Webb (High School); approve as volunteers – Alex Kling-assistant high school football coach, and Wendy Larson-assistant middle school volleyball coach.
- (2) Resignations submitted as follows: Tom Nary, bus driver, effective 07/29/2020; Brittany Begeman, special education paraprofessional, effective 08/01/2020; Rebecca Hamilton, behavior support staff, effective 08/03/2020; and Rhonda Tanska, behavior support staff, effective 08/05/2020.
- (3) Financial data for the fiscal year ending June 30, 2020.

- (4) Declare surplus and dispose of the following items: Pour station, mixing barrel, small shelf unit and dehumidifier that are in poor condition and mold-various sizes and shapes that are not complete and broken.

#### Open Enrollments

Motion Helmer, second Gilbert to approve the administrative recommendations to accept the open enrollment applications, beginning the 2020-2021 school year, as submitted one (1) middle school student and two (2) high school students from the Spearfish School District and one (1) elementary and one (1) middle school student from the Newell School District. Motion carried.

#### Student Assignment Request

Motion Reder, second Knapp to approve the administrative recommendation for a student assignment request for one (1) high school student to be assigned school residency in the Belle Fourche School District 9-1 beginning the 2020-2021 school year. Motion carried.

#### Handbooks

Motion Tyndall, second Reder to approve the revisions to the High School Student Handbook, Middle School Student Handbook and Elementary Student Handbook as presented. Motion carried.

#### Scoreboard Advertising Agreement

Motion Justice, second Gilbert to approve the Lou Graslie Field Scoreboard Advertising Agreement effective September 1, 2020 between the Belle Fourche School District 9-1 and Duke Boston/State Farm Insurance, contract term of 10 years. Motion carried.

#### Additional Compensation

Motion Helmer, second Gilbert to approve additional compensation as follows: Payments for accumulated sick leave and/or personal leave as per Board Policy - R Montgomery \$97.18, C Myers \$712.32, L Messmer \$533.73 and D Oedekoven \$712.32; Curriculum/professional development stipends – \$65.00 each to K Clem, T Krogman and S Mikkelsen, \$130.00 each to A Anderson, E Brinson, J Esmay, M Haag, J Knapp, P Louks, R Potter and M Stumpf and K O'Hara \$195.00. Motion carried. (Clem abstained)

#### Committee Appointments

President Clem presented the Board Committee appointments for 2020-2021 as follows: Facilities/Transportation – Knapp, Gilbert and Clem and Administration; Budget – Clem, Tyndall, Knapp, Willard and Proefrock; Policy – Helmer, Tyndall and Justice and Administration; BHSSC Board/BHEBC Insurance - Helmer, Clem (BHSSC alternate) and Proefrock-BHEBC; Salary – Tyndall, Justice, Reder, Willard and Proefrock; School Improvement – Gilbert, Helmer and Administration; Community Council – Reder, Knapp and Administration; and BFSD Foundation - Justice, Willard and Proefrock.

Certificates of Excuse from school attendance (2020-2021 application numbers 1-13) were signed at this time. Twenty-two (22) students approved to date.

There being no further business to come before the Board at this time, the meeting adjourned at 6:20 p.m.

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Tammy Clem  
President

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Susan L. Proefrock  
Business Manager

**July 31, 2020 Financial Statement**

**General Fund:** Balance: \$2,167,202.79; Receipts: Local Sources: Taxes \$37,632.97; Utility Taxes \$31,968.39; Interest Earned \$17.78; Activity Tickets \$25.00; Other Cocurricular Income \$976.66; Donations \$7.00; Judgements \$176.94; Misc. \$9.45; Intermediate Sources: State Fines \$9,792.48; State Sources: State Aid \$476,405.00; Federal Sources: Title IA \$30,387.00; CARES ESSER \$13,989.00; Fresh Fruits & Veg Program \$4,384.87; Total Receipts \$605,772.54; Disbursements: Claims \$364,447.75; Payroll & Benefits \$564,695.33; Credit card processing ACH charges \$44.53; Void Check 120137 (\$81.82); Refunds/Reimb. (\$707.00); Balance \$1,844,576.54

**Capital Outlay:** Balance: \$3,115,809.28; Receipts: Local Sources: Taxes \$22,360.50; Interest Earned \$25.76; Misc. \$4,142.85; Federal Sources: CARES ESSER \$3,981.00; Total Receipts: \$30,510.11; Disbursements: Claims \$373,734.97; Balance \$2,772,584.42

**Special Education:** Balance: \$283,268.27; Receipts: Local Sources: Taxes \$12,113.37; Interest Earned \$2.40; Medicaid Direct Services \$2,464.39; State Sources: State Aid \$76,617.00; Total Receipts: \$91,197.16; Disbursements: Claims \$14,340.07; Payroll & Benefits \$102,126.82; Balance \$257,998.54

**Food Service:** Balance: \$73,274.70; Receipts: Local Sources: Interest Earned \$0.65; School Lunch/Breakfast Receipts \$150.00; Federal Sources: Emergency Breakfasts/Lunches \$41,569.72; Total Receipts: \$41,720.37; Disbursements: Claims \$45,292.47; Balance \$69,702.60

**Other Enterprise:** Balance: \$67,411.89; Total Receipts: \$0.00; Disbursements: Claims \$1,321.58; Balance \$66,090.31