

**BRIDGEWATER-EMERY SCHOOL DISTRICT #30-3  
REGULAR SCHOOL BOARD MEETING MINUTES  
JULY 11, 2022 at 7:30 P. M. EMERY SITE LIBRARY**

The final meeting of the 2021-2022 Bridgewater Emery Board of Education was called to order by School Board Chairman James Hanssen at 7:30 p.m. School Board members present were Dale Becker, Bryan Harberts, Jerry Hofer, Kelsha Kressman, Carolyn Meyer, and Lisa Schleich. Administrators present were Superintendent Jason Bailey, Secondary Principal Christena Schultz, and Business Manager Lori Jansen. Elementary Principal Aman was unable to attend. There were no visitors.

**ACTION NO. 188-21-22**

Motion by Kressman, seconded by Harberts to approve the July 11th, 2022 school board meeting agenda, with the following additions: Under the FY21-22 Final School Board Meeting: (M) Motion to approve the Hofer Physical Therapy Services Contract, for the FY22-23 Academic Year and (N) Motion to amend the Special Education Paraprofessional Contract from Elementary/Jr High/High School Special Education Paraprofessional to Full Time Jr. High/High School Special Education Paraprofessional. Motion carried.

**ACTION NO. 189-21-22**

Motion by Becker, seconded by Meyer to approve the June 13th, 2022 Bridgewater-Emery Regular School Board Meeting Minutes and the June 28<sup>th</sup> 2022 Special School Board Meeting Minutes, as presented. The Bridgewater-Emery Board of Education approved the June 2022 Financial Statement which included the June 13<sup>th</sup> Regular School Board Meeting Claims and the June 28<sup>th</sup> Special School Board Meeting Claims. Any remaining fiscal year end Claims of the School District were expensed, prior to the district's fiscal year end on June 30, 2022 and were paid, at the School Board Meeting, on July 11<sup>th</sup>, 2022. The June 2022 Bridgewater-Emery School District Financial Statement is as follows:

**Opening Balances:** General Fund: \$1,400,764.61; Capital Outlay Fund: \$1,970,643.32; Special Education Fund: \$124,518.46; Driver's Education: \$253.10; Food Service Fund: \$34,974.84 and Fitness Center: \$5,914.44. **June Receipts:** General Fund- Taxes received \$103,648.61; interest payment \$460.13; State Government \$200,055.11; and Local Revenue \$2,042.52=Total General Fund Receipts \$306,206.37. Capital Outlay Fund-taxes received \$118,584.33; CTE Building Donations: First Bank of SD \$5000.00 and The Goodwin Company \$500.00; and Alumni Donor Wall Donations \$200.00= Total Capital Outlay Receipts=\$124,284.33. Special Education Fund: Taxes Received \$66,014.50; and State Government \$2,736.76 =Total Special Education Fund Receipts=\$68,751.26. Driver's Education Fund: Parent Payments \$4,450.00. Total Driver's Education Fund Receipts \$4,450.00 Food Service Receipts; Federal Meal Reimbursements & State Commodity Pro-ration \$39,650.45 and School Lunch payments \$1,909.85. Fitness Center: Local Revenue \$270.00. Total Fitness Center Receipts=\$270.00. Total June Revenue = \$545,522.26. **June Expenditures:** General Fund: 6/11 Accounts Payable \$51,526.12 and 6/28 Accounts Payable \$17,327.57; and Payroll \$196,432.34= General Fund Expenditures \$265,286.03. Capital Outlay: 6/11 Accounts Payable \$22,816.72 and 6/28 Accounts Payable \$10,933.94= Total Capital Outlay Expenditures \$33,750.66. Special Education: Accounts Payable \$12,031.75 and 6/28 Accounts Payable \$1,467.52 and Payroll Checks=\$38,014.37=Special Education Fund Expenditures \$51,513.64; Driver's Education Fund: None Total Driver's Education Expenditures \$0.00, and Food Service: 6/11 Accounts Payable \$942.54; 6/28 Accounts Payable \$189.04; Online Food Service Fee \$27.95; and Payroll=\$11,172.80. Food Service Expenditures \$12,332.33. Fitness Center: 6/11 and 6/28 Accounts Payable None. Total June Expenditures \$362,882.66. **Transfer:** General Fund: End of Year Operating Transfer of \$681.46 from the General Fund to the Driver's ED Fund. **Ending Cash Balances:** General Fund: \$1,441,003.49; Capital Outlay Fund \$2,061,176.99; Special Education Fund \$141,756.08; Driver's Education Fund \$5,384.56; Food Service Fund \$64,202.81; and Fitness Center \$6,184.44=\$3,719,708.37. The Board of Education approved the Claims Against the District for July 2022: **GENERAL FUND:** **ACCOUNTS PAYABLE:** Addy Disposal, garbage \$266.00; Aflac, summer Aflac premium \$64.08; A-Ox Welding Supply Co., tank rental fees \$36.33; Alcester Hudson School District, FCCLA National Conference Lodging \$422.08; ASBSD, membership dues \$1,070.79; Bright Arrow, parent notification software-annual fee \$450.00; CEV Multi Media, FACS & AG Instructor/Student Licenses \$1,700.00; Championship Productions, basketball supplies

\$199.96; City of Bridgewater, school & football stadium water expense \$332.83; Demco, library supplies \$128.79; EMC Insurance Services, property insurance \$57,130.00; Farmer's Alliance, annual propane purchase \$55,200.00; G&R Controls, Preventive Maintenance-HS Gym Boilers \$1,657.00; Golden West Telecom, telephone expense \$214.24; Graves IT Solutions, Tech Support Contracts & Online Backups \$3,600.00; Hillyard Floor Care, maintenance supplies \$650.26; Illuminate Education, Fastbridge Assessment System-ESSER #3 \$2,501.25; JL Arend Agency, surety bond \$301.50; Lakeshore Learning, Title 1 supplies \$21.36; Learning A-Z, Science/Vocabulary Software -ESSER 33 Learning Recovery \$2,508.00; Marvin Schuldt Estate, warehouse rent expense \$150.00; McLeod's Printing, supplies \$104.49; Menards, maintenance supplies \$116.05; NASSP, National Honor Society-Annual Fee \$385.00; New Century Press, printing expense \$177.56; Plank Road Publishing, music supplies \$127.45; Popp Laminating, supplies \$70.74; Poppler's Music, music supplies \$89.94; School Administrators of SD, administrative dues-Aman & Schultz \$1,260.00; SD Teacher Placement, membership dues \$435.00; SFM Mutual Insurance, Worker's Comp Insurance Premiums \$13,103.00; Stucky's Electric, repairs \$12.04; Technology In Education, membership fees \$1,250.00; Total Stop Food-Emery, fuel-student transportation services \$259.06; Total Stop Foods-Lennox, fuel-student transportation services \$683.27; Trio Tel Communications, telephone expense \$328.34; Verizon Wireless, cell phone expense \$61.34; Visa-supplies \$669.63; and Xcel Energy, electrical expense \$5,149.34. Subtotal General Fund Accounts Payable= \$152,886.72. GENERAL FUND PAYROLL: Jr High Instruction \$939.77; High School Instruction \$4,792.22; Title 1 Grant Services \$1,260.00; Title II Grant Services \$1,898.24; Reap Excess Fund Grant \$438.33; Technology Services \$1,989.76; Contracts Payable & Benefits Payable \$142,486.78; Administration \$20,999.84 and Maintenance Program with Deductions \$14,273.14. Total General Payroll less summer insurance of \$2,059.47= \$187,018.61. GRAND TOTAL GENERAL FUND \$339,905.33. CAPITAL OUTLAY FUND: A&B Business Services, copier lease payment \$1,790.20; Follett School Solutions, Destiny Library Software Renewal \$1,343.58; Graves IT Solutions, Smart-Ups Rack/Tower-Reap Excess Funds Grant \$1,119.00; Hauff Mid America Sports, Girls' VB Uniforms \$2,791.10 and Cross Country Uniforms \$2,436.55; High Plains Technology, Lenovo LAN School & Tech Support \$1,645.00; Innovative Office Solutions, 20 Desk/Book Storage Baskets \$1,179.00; IXL Learning, ESSER #3 Software \$5,244.00; Learning A-Z, ESSER #3 Software \$1,254.00; and Power of ICU, ESSER #3 Software \$2,099.00; Riverside Technologies, Business Office Computer & 2 student replacement computers \$3,634.00; US Bank, HS Gym Capital Outlay Certificate Principal & Interest Payment \$326,987.50; and Visa, Jr High English Class-Novels \$137.25. TOTAL CAPITAL OUTLAY FUND \$351,660.18. SPECIAL EDUCATION FUND: ACCOUNTS PAYABLE: Children's Home Society, contracted services \$6,039.08; Cornbelt Educational Cooperative, quarterly assessment \$16,534.25; Goodcare, occupational therapy-contracted services \$1,482.24; Hofer Physical Therapy, physical therapy-contracted services \$733.17; SFM, Worker's Compensation Insurance Premium \$500.00; Total Stop, gas-Lennox-Special Education Summer School \$996.91; and Visa, Special Education supplies \$98.01=\$26,383.66. SPECIAL EDUCATION PAYROLL: Contracts/Benefits Payable \$ 32,864.06 and Administrative Salaries & Benefits \$2,920.36; Total Special Education Fund Payroll=\$35,784.42. GRAND TOTAL SPECIAL EDUCATION FUND \$62,168.08. FOOD SERVICE FUND: ACCOUNTS PAYABLE: SFM, Worker's Compensation Insurance \$500.00 and Wordware-Food Service-Software \$1,545.00. Subtotal Food Service Fund \$2,045.00. FOOD SERVICE PAYROLL: Contracts Payable and Benefits Payable =\$12,863.57. GRAND TOTAL FOOD SERVICE FUND \$14,908.57 DRIVER'S ED FUND: ACCOUNTS PAYABLE: Farmer's Alliance, vehicle car tire repair \$20.75 and Total Stop Foods-Lennox, fuel \$953.98=\$974.73. PAYROLL-Driver's Ed Instructor & Benefits \$4,359.83. GRAND TOTAL-DRIVER'S EDUCATION FUND=\$5,334.56. Total Claims Against School District \$773,976.72. Motion carried.

The Board of Education acknowledged the June 14<sup>th</sup>, 2022 Cornbelt Educational Cooperative Minutes, as presented. Superintendent Deboer, of the Parker School District, was elected Board President and Superintendent Johnson, of the Montrose School District was elected Vice President. The Advisory Board considered the resignation of Robyn Bruna (ECSE) and applied liquidated damages in the amount of \$591.96. Cooperative Director, Dean Kueter was authorized to sign the Head Start Agreement. The Advisory Board conducted a Public Hearing to consider the proposed Cooperative Budget, for Fiscal Year 2022-2023. Mr. Kueter also discussed: (a) Cyber Insurance (b) ESY Summer Services (c) FY 2022-2023 Preschool Sites and Projected Caseloads (d) Extra Ordinary Cost Fund (e) IDEA Application (f) Special

Education Comprehensive Plan (g) Professional Development and (h) IEP Workshops.

There were no Conflict of Interest Disclosures presented, during this meeting.

The Final Report of June 28, 2022 Claims Against The School District was presented. It was printed in the June 28, 2022 Special School Board Meeting Minutes.

The Board of Education authorized School Business Manager Jansen, at the June 28th, 2022 School Board Meeting Action No. 182-21-22 to prepare all necessary Budget Adjustments, prior to the school district's fiscal year end, on June 30<sup>th</sup>, 2022. The Report of Fiscal Year End General Fund Budget Amendments included: Expenditures: General Fund: Increase in Elementary Instruction Salaries \$18,369.00; Increase in Elementary ESSER #3 Instructional Software \$26,715.00; Increase in Increase in Jr. High Instruction Social Security \$131.00; Increase In Junior High SD Retirement Expense \$1033.00; Increase in Junior High Health Insurance \$2,294.00; Increase in Junior High Dental Insurance \$255.00; Increase in Junior High Life Insurance \$37.00; Increase in Junior High Travel \$365.00; Increase in Junior High Non Technology Supplies \$1,223.00; Increase in Junior High Social Studies Periodicals \$55.00; Increase in Junior High Math Periodicals \$169.00; Increase in ESSER #3 Learning Loss Recovery Software \$11,394.00; Increase in High School Substitute Teacher Expense \$224.00; Increase in High School Instructional Health Insurance \$2232.00; Increase in High School Agriculture Non-Technology Supplies \$1066.00; Increase in Agriculture Software \$210.00; Increase in Agriculture Non-Consumable Supplies \$882.00; Increase in HS Business Supplies \$1651.00; Increase in Industrial Arts-Dues & Fees \$135.00; Increase in Industrial Arts Travel \$400.00; Increase in Industrial Arts-Non Technology Supplies \$1,140.00; Increase in Industrial Arts-Non Capitalized Equipment \$250.00; Increase in HS Science Supplies \$902.00; Increase in Distance Learning Paraprofessional Salaries \$19,891.00; Increase in Distance Learning Para Social Security Expense \$1,610.00; Increase in Distance Learning Para SD Retirement Expense \$1,235.00; Increase in Distance Learning Para Health Insurance Expense \$8,380.00; Increase in Distance Learning Para-Dental Insurance \$484.00; Increase in Distance Learning Para Life Insurance Expense \$30.00; Increase in ESSER #3 High School Learning Recovery Software \$613.00; Increase in Guidance Program-Salaries \$4,003.00; Increase in Guidance Program Substitutes \$69.00; Increase in Guidance Program-Social Security \$278.00; Increase in Guidance Program-SD Retirement \$241.00; Increase in Guidance Program-Health Insurance \$39.00; Increase in Guidance Program-Dental Insurance \$20.00; Increase in Guidance Counselor Registration Fees \$716.00; Increase in Reap Excess Fund Grant Salaries \$3,377.00; Increase in Reap Excess Fund Grant Social Security Expense \$252.00; Increase in Reap Excess Fund Grant SD Retirement Expense \$203.00; Increase in Reap Excess Fund Grant Health Insurance \$1,148.00; Increase in Reap Excess Fund Grant Dental Insurance \$81.00; Increase in Reap Excess Fund Grant Life Insurance \$2.00; Increase in Reap Excess Fund Grant-Professional Services \$5,064.00; Increase in Reap Excess Funds Grant-Non Capitalized Equipment \$2,266.00; Increase in Carl Perkins Grant-Dues & Fees \$1,225.00; Increase in Carl Perkins Grant Travel Expense \$492.00; Increase In Mentor Teacher Stipend Salaries \$1450.00; Increase in Mentor Teacher Stipend Social Security \$111.00; Increase In Mentor Teacher Stipend SD Retirement \$87.00; Increase In Title IX Training Expense \$1,475.00; Increase in Title IX Training Supplies \$135.00; Increase in Title IX Non-Capitalized Equipment \$130.00; Increase in Audit Services-Professional Services \$300.00; Increase in Medicaid-Other Professional Services \$445.00; Increase in Pupil Transportation-Contracted Bus Service \$12,979.00; Increase in Printing Expense-Excess Copies \$1600.00; Increase in Boys' Basketball-Officials \$1757.00; Increase in Boys' Basketball Travel \$688.00; Increase in Football Referee Stipends \$690.00; Increase in Football Non-Capitalized Equipment \$1,591.00; Increase in Boy's Track-Officials ;\$1150.00; Increase in Boys' Golf Fees \$1091.00; Increase in Boys' Golf Travel \$1226.00; Increase in Boys' Cross Country Salaries \$1862.00; Increase in Cross Country Social Security \$141.00; Increase in Cross Country SD Retirement \$112.00; Increase in Cross Country Registration Fees \$283.00; Increase in Girls' Volleyball Salaries \$3,317.00; Increase in Girls' Volleyball Referees \$200.00; Increase in Girls' Volleyball Social Security Expense \$192.00; Increase in Girls' Volleyball SD Retirement Expense \$207.00; Increase in Girls' Volleyball Dues \$599.00; Increase in Girls' Golf Salaries \$141.00; Increase in Girls' Golf Social Security \$11.00; Increase in Girls' Golf SD Retirement \$9.00; Increase in Girls' Golf Non-capitalized supplies \$95.00; Increase in Girls' Cross Country Salaries \$950.00; Increase in Girls' Cross Country Social Security \$71.00; Increase in Girls' Cross Country SD Retirement \$58.00; Increase in Co-

Curricular Bus Service \$15,982.00; Increase in School Newspaper Printing Expense \$1500.00; Increase in FCCLA Salary Expense \$99.00; Increase in FCCLA Social Security Expense \$7.00; Increase in FCCLA SD Retirement \$6.00; Increase in FCCLA Dues \$400.00; Increase in FCCLA Travel Expense \$2,700.00; Increase in Jr Class Advisors' Salary Expense \$68.00; Increase in Jr Class Advisor's Social Security Expense \$6.00; Increase in Jr Class Advisors' SD Retirement Expense \$5.00; Increase in FFA Salary Expense \$99.00; Increase in FFA Social Security Expense \$7.00; Increase in FFA SD Retirement Expense \$6.00; Increase in FFA Dues \$180.00; Increase in FFA Travel \$739.00; Increase in FFA Non-Technology Supplies \$21.00; Increase in FFA-Fuel Expense \$196.00; Increase in NHS Salary Expense \$41.00; Increase in NHS Social Security Expense \$3.00; Increase in NHS SD Retirement Expense \$3.00; Increase in NHS Dues \$385.00; Increase in NHS Non-Technology Supplies \$123.00; Increase in One Act Play Salary Expense \$124.00; Increase in One Act Play Light Rentals \$1,228.00; Increase in One Act Play Travel Expense \$992.00; Increase in Band/Vocal Salary Expense \$468.00; Increase in Social Security Expense \$35.00 and Increase in Band/Vocal SD Retirement Expense \$28.00.

Revenue Sources: Increase in Mentor Grant Revenue \$1,648.00; and decrease in General Fund Unassigned Fund Balance \$181,807.00.

Report of Fiscal Year End Capital Outlay Fund Budget Adjustments: Increase in Elementary Textbooks \$926.00; Increase in ESSER #3 Learning Recovery Software \$8,200.00; Increase in Jr High Instructional Software \$767.00; Increase in Jr High Non-Capitalized Equipment \$828.00; Increase in Junior High ESSER #3 Learning Loss Software Expense \$8,200.00; Increase in Erate Category 2 Equipment \$7,440.00; Increase in High Schools ESSER #3 Learning Loss Software Expense \$8,200.00; Increase in School Business Computer Software-Annual License \$100.00; Increase in CTE Building-Construction \$3,500.00; Increase in Vehicle Servicing/Maintenance \$2,354.00; Increase in Food Service-Equipment \$28,725.00; Increase in Football Non-capitalized equipment \$1,015.00; Increase in Girls' Basketball Non-Capitalized Equipment \$2825.00; and Decrease in Capital Outlay Fund Restricted Fund Balance \$73,080.00.

Report of Fiscal Year End Special Education Fund Budget Adjustments: Increase in Special Education Certified Teacher Salary Expense \$1,642.00; Increase in Special Education Instructor Compensated Leave \$1,875.00; Increase in Life Insurance Expense \$9.00; Increase in Special Education Registration Fees \$105.00; Increase in Special Ed Textbooks \$1109.00; Increase in Special Education Equipment \$450.00; Increase in Early Childhood-Multi Service Coop \$2.00; Increase in Occupational Therapy Services \$1,019.00; Increase in Special Ed Transportation Services-Salaries \$17,006.00; Increase in Social Security Expense \$1293.00; Increase in SD Retirement Expense \$1,171.00; Increase in Employee Health Insurance \$3,891.00; Increase in Employee Dental Insurance Expense \$510.00; and Employee Life Insurance Expense \$39.00; Increase in Preschool Salary Expense \$591.00; Increase in Preschool Social Security Expense \$39.00; Increase in Preschool SD Retirement Expense \$82.00; Increase in Preschool Dental Insurance \$226.00; Increase in Preschool Life Insurance \$3.00 and Revenue Source: Decrease in Special Education Restricted Fund Balance \$31,062.00.

The Final Report of the Fiscal Year End General Fund Contingency Transfers was presented by School Business Manager Jansen. The Board of Education authorized School Business Manager Jansen, at the June 28<sup>th</sup>, 2022 School Board Meeting, in Action No. 183-21-22, to make any necessary Contingency Transfers, prior to the school district's fiscal year end on June 30<sup>th</sup>, 2022. The Fiscal Year End 2021-2022 General Fund Contingency Transfers included: Increase in Elementary Substitutes \$7,642.00; Increase in Elementary Compensated Sick Leave \$2,312.00; Increase; Increase in Elementary Travel Expense \$365.00; Increase in Elementary Technology Supplies \$749.00; Increase in Kindergarten Supplies \$469.00; Increase in Second Grade Periodicals \$98.00; Increase in Second Grade Supplies \$74.00; Increase in Fourth Grade Supplies \$511.00; Increase in Junior High Instructional Salaries \$12,780.00 and a Decrease in the General Fund Contingency Account -\$25000.00.

School Business Manager Jansen reported that the amount of the General Fund Transfer To The Driver's Education Fund was \$681.46. The Transfer to the Driver's Education Fund was approved at the

June 28, 2022 School Board Meeting, in Action No. 185-21-22.

There was no Operating Transfer from the General Fund, to the Food Service Fund, in the 2021-2022 Fiscal Year.

**ACTION NO. 190-21-22**

Motion by Schleich, seconded by Harberts to approve the signed contract of Physical Therapist Kristy Hofer, to provide Physical Therapy Services, at a rate of \$20.00 per 15 minutes of service unit, for the 2022-2023 Fiscal Year. Board Member Hofer abstained. Motion carried.

**ACTION NO. 191-21-22**

Motion Harberts seconded by Kressman to amend the Work Agreement of Jerico Shape from being Elementary/Jr High/High School Special Education Paraprofessional to be a Jr High/High School Special Education Paraprofessional, at the Emery Site, for the 2022\*2023 Academic Year. Motion carried.

The audit quote for the FY 2021-2022 Financial Audit will be presented at the August 8<sup>th</sup> School Board Meeting.

**ACTION NO. 192-21-22**

Motion by Meyer seconded by Schleich to adjourn the final meeting of the 2021-2022 Bridgewater-Emery School District Board of Education, at 8:00 p.m. Motion carried.

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James Hanssen  
School Board President

Lori Jansen  
School Business Manager

**BRIDGEWATER-EMERY SCHOOL DISTRICT # 30-3  
REGULAR SCHOOL BOARD MEETING  
JULY 11th, 2022 8:00 P. M. EMERY SITE LIBRARY**

The first meeting of the 2022-2023 Bridgewater-Emery Board of Education was called to order by Business Manager Lori Jansen at 8 p.m. Board members present were Dale Becker, Bryan Harberts, James Hanssen, Jerry Hofer, Kelsha Kressman, Carolyn Meyer, and Lisa Schleich. Administrators present were Superintendent Jason Bailey, Secondary Principal Schultz, and School Business Manager Lori Jansen. Elementary Principal Kim Aman was absent. There were no visitors.

The School Board Member Oath of Office was administered to Incumbent School Board Members James Hanssen, Kelsha Kressman, and Carolyn Meyer.

**ACTION NO. 001-22-23**

Harberts nominated James Hanssen to serve as the President of the Bridgewater-Emery Board of Education. Motion by Harberts, seconded by Kressman that nominations cease, and a unanimous ballot be cast for James Hanssen. Motion carried.

**ACTION NO. 002-22-23**

Schleich nominated Bryan Harberts to serve as Vice President of the Bridgewater-Emery Board of Education. Motion by Schleich, seconded by Becker that nominations cease, and a unanimous ballot be cast for Bryan Harberts. Motion carried.

**ACTION NO. 003-22-23**

Motion by Kressman seconded by Schleich to approve the July 11<sup>th</sup> Second Meeting School Board Meeting Agenda, as presented. Motion carried.

School Business Manager Jansen provided an overview of the 2021-2022 Bridgewater Emery

School District Financial Budget, during the Annual Public Budget Hearing. The anticipated revenue and expenditures for each fund, were presented. Further revisions will be made to the new financial budget, over the next month. The budget will be presented in final form, for school board approval, at the September 2022 School Board Meeting.

**ACTION NO. 004-22-23**

Motion by Kressman, seconded by Becker to approve the following Conflicts Of Interest, submitted for consideration, at this School Board Meeting:(1) Conflict of Interest presented by Superintendent Jason Bailey, who drives bus and receives payment from E&M Busline, for driving the school bus. Request for this waiver was authorized because the terms of the contract are fair, reasonable, and not contrary to the public interest, such that the waiver should be granted. (2) Conflict of Interest Waiver presented by Board Member Bryan Harberts. His spouse, Angie works as the Emery Site-Administrative Assistant. Request for this waiver was authorized, because the terms of the contract are fair, reasonable and not contrary to the public interest, such that the waiver should be granted. (3) Conflict of Interest Waiver presented by Board Member Jerry Hofer. His is the spouse of Kristy Hofer, the Physical Therapist that the school district contracts with, to provide physical therapy services, through Hofer Physical Therapy. Request for this waiver was authorized because the terms of the contract are fair, reasonable, and not contrary to the public interest, such that the waiver should be granted. (4) Conflict of Interest Waiver presented by Board Member Carolyn Meyer. The school district contracts with E&M Busline, to provide Pupil Transportation Services. Craig Meyer, husband to Carolyn Meyer has an ownership interest in E & M Busline. School Board Members Harberts, Hofer, and Meyer abstained. Motion carried.

**ACTION NO. 005-22-23**

Motion by Schleich, seconded by Harberts to approve the Bridgewater Emery School District's membership in the Associated School Boards of South Dakota, for the 2022-2023 School Year. Motion carried.

**ACTION NO. 006-22-23**

Motion by Meyer, seconded by Hofer to make the following appointments: (1) Designates School Business Manager, Lori Jansen, as the custodian of all accounts with authority to continue all existing funds or accounts and establish any necessary, new accounts. (2) Authorizes the School Business Manager to request bank interest rate quotes for the Board of Education, to invest and re-invest funds in local financial institutions. (3) Authorizes the School Business Manager to electronically transfer fund for specifically authorized purposes. (4). Authorizes Superintendent Jason Bailey, as the Director of Federal Programs. (5) Appoints Elementary Principal Kim Aman and Secondary Principal Christena Schultz, as the school district's Truancy Officers. (6) Appoints Superintendent Bailey to oversee the school district's Title IX Compliance Team Approach. (7) Appoints Elementary Principal Kim Aman, as the school district's Section 504 Compliance Officer. (8) Appoints Superintendent Bailey, as the school district's Americans With Disabilities Act Compliance Officer. (9) Appoints Superintendent Bailey, as the school district's Age Discrimination Act Compliance Officer. Motion carried.

**ACTION NO. 007-22-23**

Motion by Schleich, seconded by Becker to (1) Designates School Board Chairman James Hanssen and Board Vice Chairman, Bryan Harberts to countersign checks, drawn by the School Business Manager. (2) Appoints School Board Vice President Bryan Harberts, as the Cornbelt Educational Cooperative-Special Education Cooperative Member. (3) Appoints the following School Board Member Committees: Instructional Staff Contract Negotiation's Team: Vice President Bryan Harberts and Board Member Carolyn Meyer. Appoints the following school board members to Spring Equalization Board Meetings: Dale Becker, Kelsha Kressman, and Carolyn Meyer. (4) Appoints School Business Manager Jansen as the Health Insurance Privacy Officer. (5) Appoint School Business Manager Jansen as the Bridgewater Emery School District's Federal E-rate Funds Coordinator. (6) Appoint School Business Manager Jansen as the Bridgewater Emery School District' Federal Grant Administrator for the G5 Website. (7) Appoints Elementary Principal Kim Aman as the Supervisor of Compliance and Assurances, for the Title 1 Program. (8) Appoints Elementary Principal Kim Aman, as the Special Education Director, with Supt. Bailey and School Business Manager Jansen to assist in the Special Education Program Direction. Supt. Bailey,

Elementary Principal Aman, and Secondary Principal Schultz are designated to direct the Individualized Education Plan (IEP) Administration. Motion carried.

**ACTION NO. 008-22-23**

Motion by Harberts, seconded by Kressman to approve the following Standard Operating Procedures, for the 2022-2023 Fiscal Year: (1) The official banking depositories of the Bridgewater Emery School District will be The Security State Bank of Emery and River's Edge Bank of Bridgewater. (2) The official newspaper of the school district will be The Bridgewater Tribune. The school district has a web page dedicated to providing the same public information online that is being submitted to the official newspaper, for publication. (3) The date, time, and location of the school board meeting will be the second Monday of the month, at 7:30 p.m., with the site alternating monthly between the Bridgewater Site Conference Room and the Emery Site Library. (4) To set the School Board Member Compensation at \$75.00 per meeting. (5) To approve the purchase of a surety bond for Superintendent Bailey and School Business Manager Jansen. (6) To approve the purchase of Catastrophic Student Insurance through Dissinger Insurance Services, for the 2022-2023 Academic Year. (7) Designates the School District Attorney as Rodney Freeman. (8) Set the following rates: Gate Admission Fees at \$3 for students and \$5 for adults; \$4 for students and \$6 for adults for all double-header events; sets student season passes at \$10 each; adult season passes at \$30 each; family passes at \$75 each; adult & spouse passes at \$50 and Senior Passes (citizens over 65) are free for home non-tournament games. Band instrument rent maintenance fees at \$30 per year (9) Sets Driver's Education Fees at \$250 for students in the district and \$300 for students, residing outside the district. The student must have paid the \$250, before they will receive their driver certification documents, to obtain their license. (10) Set student meals for school approved state sponsored events and adult overnight travel meal rate at \$7 for Breakfast; \$8 for lunch and \$9 for Supper. Motion Carried.

**ACTION NO. 009-22-23**

Motion by Hofer, seconded by Kressman to approve (11) the 2022-2023 Food Service Prices at: Lunch (Grades K-5) \$3.25; and (Grades 6-12) \$3.55; Lunch (Adult) \$4.50 Breakfast (Grades K-5) \$2.15; (Grades 6-12) \$2.25; and Breakfast (Adult) \$2.75; extra milk and Kindergarten snack milk will be .40 cents each. Second servings of the school lunch entree will be \$1.25 each, to be served, only upon annual written approval, by each student's parent. Permission slips for seconds will be sent home and must be returned signed, for seconds to be authorized. (12) Set the staff mileage reimbursement at the state rate. (13) Sets substitute teacher pay at \$12.50 per hour or \$100.00 per day and \$120 per day, upon substituting for the same teacher, at least 10 consecutive days in a row, as a long-term substitute. (14) Authorizes the completion of the Bridgewater-Emery School District's Annual Financial Report by School Business Manager Jansen. (15) Authorizes Supt. Bailey to close the school sites, in case of weather-related problems. He is authorized to place school opening information on the school district's web page, list serve, the digital dialer system and other electronic media.

There were no bids submitted for the Food Service Program-Linen Care.

**ACTION NO. 010-22-23**

Motion by Harberts, seconded by Meyer to approve the Fiscal Year 2023-2024 Propane Fuel Bid, presented by CHS Farmer's Alliance, at \$1.65 per gallon. At last year's July Meeting, the School Board approved the CHS Farmers' Alliance, Fiscal Year 2021-2122 Propane Fuel Bid of \$1.38 per gallon. This motion approves the purchase of 40,000 gallons of propane, today, at the FY 2021-2022 contract price of \$1.38 per gallon=\$55,200.00. Additional gallons of propane can be purchased, from CHS Farmer's Alliance, at \$1.38, if needed. Motion carried

Motion by Schleich, seconded by Harberts to approve the Pupil Transportation Contract of E&M Busline at the following rates: \$2.68 bid price per mile for regular bus routes and \$2.52 for Extra Curricular trips. The diesel fuel escalator base will be .244 and local trips will be charged at \$25.00 each. The FY20-21 bid price per mile was \$2.55 and local trips were \$20.00 each. Motion carried. School Board Member Meyer abstained.

The Food Service Procurement Process, for the 2022-2023 School Year, has been completed. An updated schedule of bid items was prepared, including all of the supplies, food, and non-capitalized equipment needed for the Food Service Department. The request for bids was sent to 4 food service vendors, in good standing, with the school district. The Procurement Bids were due into the School Business Office, for formal review by Superintendent Bailey and School Business Manager Jansen on Monday, July 11<sup>th</sup>, 2022 at 1 p.m. The Prime Vendor Bids mailed to vendors, were not completed by Cashway Foods and US Foods. Total Stop Foods bid only select items.

**ACTION NO. 011-22-23**

Motion by Kressman, seconded by Hofer to approve the following Food Service Procurement Bids for the 2022-2023 Academic Year: (1) Milk & Dairy Products will be based on an escalator bid with Praire Farms Dairy, of Sioux Falls SD; (2) Bid for Jelly & Cereal Products will be based on an escalator bid with Total Stop Foods, Emery SD; (3) and the Bridgewater Emery School District's Prime Vendor will be Performance Food Service, although they will only offer an escalator bid, due to the dramatic fluctuations within the current markets. Motion carried.

**ACTION NO. 012-22-23**

Motion by Schleich, seconded by Meyer to approve the Bridgewater Emery School District's Debt Management Plan, as updated. Motion carried.

**ACTION NO. 013-22-23**

Motion by Becker seconded by Hofer to adopt the Bridgewater Emery School District's updated Five-Year Capital Outlay Plan, as presented. Motion carried.

**ACTION NO. 014-22-23**

Motion by Harberts, seconded by Kressman to approve the annual adoption of the Fiscal Policy for the Distribution of Federal Funds, to school districts. Motion carried.

**ACTION NO. 015-22-23**

Motion by Hofer, seconded by Becker to approve the annual adoption of the Bridgewater Emery School District's Internal Control Policy, as presented. Motion carried.

**ACTION NO. 016-22-23**

Motion by Meyer, seconded by Schleich to approve the annual adoption by the Bridgewater Emery School District, of the Federal Grant Administration Financial Practices Policy. Motion carried.

**ACTION NO. 017-22-23**

Motion by Kressman, seconded by Harberts to approve the annual adoption of the Bridgewater Emery School District Fraud Prevention Policy. Motion carried.

School Board Approval of the Lifescape-Contract Services Agreement was tabled, as it has not been received yet.

Superintendent Bailey provided an update on the CTE Building Project.

School Business Manager Jansen discussed outstanding lunch bills, band rental bills, computer repair bills, and online class fees which still remain due from parents, from the previous school year. She requested permission to proceed with small claims court proceedings, as warranted.

**ACTION NO. 018-22-23**

Motion by Harberts, seconded by Kressman to authorize School Business Manager Jansen to begin Small Claims Court Proceedings with parents who have outstanding lunch bills, band rental bills, computer repair bills, and online class fees, which still remain due from parents, from the previous school year who have provided no payment arrangements, as warranted. Motion carried.



**ACTION NO. 019-22-23**

Motion by Hofer, seconded by Harberts to adjourn the regular school board meeting at 9:17 p.m.  
Motion carried.

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James Hanssen  
School Board President

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Lori Jansen  
School Business Manager

According to SD. Codified Law, all school district employee's names, duties, and salaries are to be published. Following is the list of employees of the Bridgewater-Emery School District 30-3 for the 2022-2023 school year. All employees who work more than 20 hours a week are members of the S.D. Retirement System.

CERTIFIED STAFF: Kimberly Aman, Elementary Principal, Title I Advisor, Special Education Director 10 Month Contract \$76,979.91. Jason Bailey, Superintendent-12month contract, \$99,351.27. Dan Burnham, Jr. High Social Studies Teacher, \$49,923.36 and Ass't. Boys' Basketball Coach \$3,010.00. Rochelle Carlson: Jr. High Language Arts, \$47,842.00 and Jr. High Oral Interp, Advisor \$1,161.00. Cheryl Deibert, Grade 1 Instructor \$55,703.57. Mary Ernster, Grade 4 Instructor, \$46,080.84 and Head Girls' Volleyball \$5,590.00; Prenella Fullenkamp, Jr High Science/High School Science Instructor \$46,000.00. Shawn Giesler, Kindergarten Teacher, \$54,478.63. Tracy Gilliland, Grades K-12 Vocal Music Instructor \$44,230.00, Elem. And Jr. High/HS Vocal Music Concert Stipends \$2,580.00. Kelsey Hanssen, Grade 2 Instructor, \$45,630.00. Wesley Hilton, High School Science, \$50,354.00. Hunter Hyenga, Physical Education Teacher, \$43,000.00 and Jr. High Football Coach \$1,720.00. Lori Jansen, School Business Manager-12 Month Contract, \$69,796.90. Dayna Jones, Kindergarten Teacher \$47,080.00 and Assistant Girls' Volleyball Coach \$3,010.00. Miranda Kayser, Junior High Math Instructor \$46,030.00 and National Honor Society Advisor for \$645.00. Stephanie Marquardt, Grade 5 Instructor \$47,080.00. Jennifer Martinez, Special Education Instructor \$48,677.43 Frankie Nelson, Family & Consumer Science Instructor \$44,330.00; FCCLA Advisor \$1,548.00 and Student Council Advisor \$645.00. Tami Roesler, High School Math Instructor \$52,030.00. Kari Saarie, Grade 4 Instructor \$50,044.84. Christena Schultz, Grades 6-12 Principal \$84,089.22 and Assistant Volleyball Coach \$3,010.00. Scott Schultz, Social Studies Instructor \$53,145.03, Head Boys' Basketball Coach \$5,590.00 and Head Golf Coach \$2,881.00. Tamee Schultz, Grade 1 Instructor \$49,186.50. Pam Steen, Title 1 Instructor \$52,890.80; Cari Terveen, HS English Instructor \$45,630.00. Gary Thury, Grade 5 Instructor \$43,000.00; Alex Toupal, Agriculture Instructor (213 day contract) \$51,128.52 and FFA Advisor at \$1,548.00. Jessie Uher, Special Education Instructor \$43,400.00. Jeff VanLaur, Industrial Arts, Education \$53,287.49, Athletic Director \$2,881.00, Head Football Coach \$4,300.00, and Head Boys' and Girls' Track Coach, \$3,010.00. Nicole VanLaur, Special Education Teacher, \$46,204.19, Junior Class Co-Advisor \$537.50, and Assistant Boys' and Girls' Track Coach \$2,150.00. Cindy Weber, Grade 3 Instructor \$53,124.21. Connie Whistler, Computer Science Teacher and Technology Coordinator-11 Month Contract: \$61,962.88. Jessie Yttreness, Accounting/Business Instructor \$43,830.00; Jr. Class Co Advisor \$537.50; Head Girls' Basketball Coach \$5,590.00; School Newspaper Advisor \$1,634.00; School Yearbook Advisor \$2,365.00; and High School Oral Interp. Coach at \$1,935.00) and Timothy Zorr, Band Instructor \$48,376.00 and Pep/Concert Band Stipend \$4,730.00.

NON-CERTIFIED STAFF: Shelley Clarke, Special Education Paraprofessional at \$15.21 per hour. JoAnne Ernster, DDN E-Mentor/Paraprofessional at \$19.25 per hour. Sue Ernster, Assistant Custodian at \$16.36 per hour, Joyce Fluth, Assistant Cook at \$16.45 per hour, Cornell Golder, Head Custodian-Bridgewater Site at \$19.78 per hour. Angie Harberts, Emery Site Administrative Assistant \$19.35 per hour. Lila Jaeger, Special Education Paraprofessional at \$16.21 per hour. Elliyah Johnston, Special Education Student Transportation Driver to Sioux Falls \$14.25 per hour. Krista Kayser, Bridgewater Site Administrative Assistant at \$15.85 per hour. Lisa Lange, Head Cook-Bridgewater Site \$16.50 per hour. Lorie Langwreck, Special Education Paraprofessional/Assistant Maintenance-Bridgewater at \$14.25 per hour. Megan Northern, Assistant Cook-Bridgewater Site at \$14.71 per hour. Dorothy Pringle, Special Education Paraprofessional \$16.11 per hour. Mike Pischke, Assistant Custodian at the Bridgewater Site \$15.83 per hour; Jerico Shape, Special Education Paraprofessional at \$15.06 per hour; Grades 5-6 Boys' Basketball Coach at \$860.00; Grades 7-8 Boys'

Basketball Coach at \$1,032.00 and Cross-Country Coach at \$2,150.00. Terri Shape, Special Education Paraprofessional at \$16.11 per hour. Anne Stahl, School Librarian at \$14.25 per hour. Griffith VanLear, Head Custodian-Emery Site at \$19.03 per hour and Sped Student Transportation Driver at \$28.55 per hour OT rate. Teresa Wagner, Head Cook: Emery Site at \$18.84 per hour. Jack Wagner, Special Education Pupil Transportation at \$14.25 per hour. Liz Weber, Online Class Paraprofessional at \$15.26 per hour; and Tami Wethor, Special Education Paraprofessional at \$16.71 per hour.

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James Hanssen  
School Board President

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Lori Jansen  
School Business Manager