

**BRIDGEWATER-EMERY SCHOOL DISTRICT #30-3  
REGULAR SCHOOL BOARD MEETING MINUTES  
MAY 9TH, 2022 at 7:30 P. M. EMERY SITE-LIBRARY**

The May 2022 Regular Meeting of the 2021-2022 Bridgewater Emery Board of Education was called to order by School Board Chairman James Hanssen at 7:40 p.m. School Board Members present were Dale Becker, Bryan Harberts, Jerry Hofer, Kelsha Kressman, and Lisa Schleich. Board Member Carolyn Meyer was unable to attend. Administrators present were Superintendent Jason Bailey, Elementary Principal Aman, and School Business Manager Jansen. Secondary Principal Schultz was unable to attend, due to a church meeting.

**ACTION NO. 138-21-22**

Motion by Kressman, seconded by Harberts to approve the May 9th, 2022 School Board Meeting Agenda as presented. Motion carried.

**ACTION NO. 139-21-22**

Motion by Harberts, seconded by Hofer to approve (1) the April 11th, 2022 Bridgewater-Emery Regular School Board Meeting Minutes as amended: Action No. 129-21-22: Motion by Becker, seconded by Harberts to offer an Elementary Instructional Contract to Kari Saarie, per the 2022-2023 Bridgewater Emery School District Instructional Staff Negotiated Agreement. Motion carried. Action No. 130-21-22: Motion carried. The March 2022 District Financial Statement was approved as follows: **Opening Balances:** General Fund: \$1,177,622.32; Capital Outlay Fund: \$1,594,250.42; Special Education Fund: -\$35,035.83 Driver's Education: \$253.10; Food Service Fund: \$790.59; and Fitness Center: \$5,504.44. **April Receipts:** General Fund- Taxes received \$60,105.36; interest payment \$235.04; State Government \$132,520.95; Palisades State Park Grant \$1,000.00; and local revenue \$1,610.37. Total General Fund Receipts \$195,471.72. Capital Outlay Fund-taxes received \$80,082.73 and Alumni & Friend Donation Wall Payments \$200.00= Total Capital Outlay Receipts= \$80,282/73. Special Education Fund: Taxes Received \$44,585.68 and State Government \$1,641.53=Total Special Education Receipts \$46,227.21; Food Service Fund: State Revenue \$56,838.02; State Supply Chain Assistance Revenue \$10,921.21 and Local Revenue \$1,534.50 =Total Food Service Receipts \$69,293.73. Driver's Education Fund: Local Revenue \$0=Total Driver's Education Fund \$0. Fitness Center: Revenue \$210.00. Total Fitness Center Receipts=\$210.00. Total April 2022 Revenue =\$391,485.39. **Manual Journal Entries**: None. Total Manual Journal Entries \$0. **April Expenditures:** General Fund: Accounts Payable \$68,971.32 and Payroll \$195,239.85= General Fund Expenditures \$264,211.17. Capital Outlay: Accounts Payable \$14,381.14. Special Education Fund: Accounts Payable \$31,931.80 and Payroll \$44,566.03=Special Education Fund Expenditures \$76,497.83. and Food Service Fund: Accounts Payable \$9,908.27; Online payments monthly fee \$27.95; and Payroll=\$11,008.45. Total Food Service Expenditures=\$20,944.67. Fitness Center Fund: Accounts Payable \$250.00. Total Fitness Center Expenditures \$250.00. April 2022 Total Expenditures \$376,284.81. **Ending Balances:** General Fund; \$1,108,882.87. Capital Outlay Fund \$1,660,152.01; Special Education Fund; \$-65,306.45; Driver's Education Fund; \$253.10; Food Service Fund: \$49,139.65; Fitness Center \$5,464.44. (3) The Board of Education approved the May 2022 Claims Against the School District, as follows: Addy Disposal, March-April garbage service \$260.00; Amplify Education, Dibels Benchmark Testing \$524.00; Jared Anderson, second semester mileage stipend \$250.00; A-Ox Welding, tank rental fees \$36.33; Buhl's Dry Cleaning, maintenance mops \$59.08; City of Bridgewater, school & football stadium-water expense \$347.68; Cole Papers, scrubber repair \$534.42; Dakota Recognition, Graduation honor cords \$179.10; E&M Busline, pupil transportation \$23,333.92; Farmer's Alliance, propane expense 2560.61 gal. @ \$1.68/gallon=\$4,301.81; Fensel's Electrical Supply, maintenance supplies \$47.30; Tracy Gilliland, second semester mileage stipend \$250.00; Golden West Telecommunications, telephone expense \$210.85; Houghton Mifflin, ESSER #3 Learning Loss Recovery Software \$1,000.00; Incidental Trust & Agency \$4,525.81 including (athletic director mileage \$281.14; agriculture equipment \$298.18; agriculture supplies \$92.43; background check fee \$43.25; computer supplies \$171.10; conference meeting dues \$90.00; donation made \$100.00; SD ASBO Conference Reg. \$75.00; Golf Meet registration fees \$243.00; Grade Band Contest Fees \$65.00; Kindergarten Academy Registration \$200.00; Kindergarten supplies \$120.24; memorials \$101.13; NHS Graduation cords \$122.50; Principal Supplies \$47.32; Region II Music Contest fees \$75.00; Region GBB Tourney Loss Share \$302.46; Region BBB Tourney Loss Share \$71.74; Senior Project Judges \$250.00; State Student Council travel \$176.78; supplies \$217.01; track meet registration fees

\$570.00; and water expense \$812.53). Innovative Office Solutions, maintenance supplies \$153.98; Marvin Schudt Estate, warehouse rent expense \$150.00; Menards, maintenance supplies \$266.43; Meyer Motor, vehicle repairs \$115.25; New Century Press \$957.14; Ramkota Inn, administrative travel \$216.00; Jenelle Sigler, Project Aware Grant supplies \$12.25; Total Stop Foods-Lennox vehicle gas \$1,352.34; Trio Tel Comm., telephone expense \$361.00; Verizon Wireless, Supt. cell phone expense \$61.34; Visa, Ionization Equipment filters & field day supplies \$1,193.02; Visa-Project Aware supplies \$686.82; Xcel Energy, electrical expense \$8,415.89; and Tim Zorr, second semester mileage stipend \$250.00. Subtotal General Fund Accounts Payable= \$50,051.76. GENERAL FUND PAYROLL: Elementary Instruction \$51,392.18; Jr. High Instruction \$24,493.96; High School Instruction \$43,615.89; Online Class E-mentor Salaries \$5,068.79; Title 1 Services \$6,010.22; REAP Grant Salaries \$1,826.02; REAP Excess Fund Grant \$421.64; Project Aware Grant Services \$5,811.81; Library Services \$953.78; Technology Services \$1,914.06; Administrative Assistants \$4,145.56; Administration \$28,304.35; Maintenance Program with Deductions \$12,851.52; and Extra Curricular \$6,168.25. Total General Payroll= \$192,978.03 less \$1,022.64 summer insurance accrual=\$191,955.39. GRAND TOTAL GENERAL FUND \$242,007.15. CAPITAL OUTLAY FUND: A&B Business Services, copier lease payment \$1,790.20; Daktronics, Video Display, Shot Clock Insurance \$2,895.00 and Scoreboard & Stat Display Insurance \$1,100.00; Houghton Mifflin, Into Math-Student Editions \$526.00; Innovative Office Solutions, 2 Taski Swingo Floor Scrubbers for cleaning bathrooms (1 for each site) \$6,995.38; JLG Architects, CTE Building schematic design \$5,143.04; McGraw Hill, Elementary Curriculum \$2,766.27; Riverside Technologies, 40 HP G8 Tablet Computers \$42,320.00; Shi International, Microsoft Licensing \$2,628.85; and Software Unlimited, School Business Office Software Annual Service Contract \$5,100.00. Subtotal Capital Outlay Fund \$71,264.74. Total Capital Outlay Fund=\$71,264.74. SPECIAL EDUCATION FUND: Career Connections, Contracted Services \$42.96; Children's Home Society, Contracted Services \$5,673.10; Goodcare, Contracted Services \$4,672.00; Hofer Physical Therapy, contracted services \$1,440.06; Lifequest, contracted services \$1,680.00; and Total Stop Foods, Student Transportation gas \$1,161.58. Subtotal Special Education Fund=\$14,669.70. SPECIAL EDUCATION PAYROLL; Instructional Salaries & Benefits \$15,259.61; Paraprofessional Salaries & Benefits \$20,867.05; Administrative Salaries & Benefits \$4,147.04 and Pupil Transportation \$4,076.86. Total Special Education Fund Payroll=\$44,350.56 less Summer Insurance Payable \$1,789.18=\$42,561.38. GRAND TOTAL SPECIAL EDUCATION FUND \$57,231.08. FOOD SERVICE FUND: ACCOUNTS PAYABLE: Buhl's Dry Cleaning, services \$51.65; East Side Jersey Dairy, dairy products \$1,925.70; Performance Food Service \$8,638.38; and Total Stop Foods \$313.00. Subtotal Food Service Fund: \$10,928.73 FOOD SERVICE FUND PAYROLL: Salaries & Benefits \$11,008.25. Total Food Service Fund Payroll=\$11,008.25. GRAND TOTAL FOOD SERVICE FUND \$21,931.98. DRIVER'S ED FUND: ACCOUNTS PAYABLE: None. PAYROLL \$0. GRAND TOTAL-DRIVER'S EDUCATION FUND=\$0; FITNESS CENTER FUND: ACCOUNTS PAYABLE: None \$ 0. GRAND TOTAL-FITNESS CENTER FUND \$0. Total Claims Against School District \$392,434.95. Motion carried.

The Cornbelt Educational Advisory Board acknowledged the April 20th, 2022 Cornbelt Educational rethe conclusion of the 21-22 academic year. The Board also approved a contract for Abigail Wiebers, to be hired as a School Psychologist, effective August 10, 2022. Director Kueter discussed the following items with the Advisory Board: FY22-23 Contract Negotiations update; Indicator 8 Parental Involvement Surveys; Comprehensive Plan Recertification Dates; District level Extra Ordinary Cost Fund Applications; Extended School Year-Summer School Programs; Board Policy Update; a review of the FY 22-23 Board Meeting Dates; and Preschool Student Open Enrollment Procedures.

There were no Conflicts Of Interest presented, this evening.

Elementary Principal Aman reported that Spring Testing is complete for all grade levels. Students have enjoyed the field trips and outdoor activities, to close out the FY 21-22 School Year.

There was no Secondary Principal Report presented, this evening.

**ACTION NO. 140-21-22**

Motion by Schleich, seconded by Harberts to accept the Instructional Staff Resignation of Junior High Instructor, Sultan Lewis, effective at the conclusion of the 2021-2022 Fiscal Year. The Board of Education and Administration express their appreciation and wish him well, in his future endeavors. Motion carried.

**ACTION NO. 141-21-22**

Motion by Hofer, seconded by Becker to accept the Instructional Staff Resignation of Fourth Grade Instructor, Kendra Erickson, effective at the conclusion of the 2021-2022 Fiscal Year. The Board of Education and Administration express their appreciation and wish her well, in her future endeavors. Motion carried.

**ACTION NO. 142-21-22**

Motion by Harberts, seconded by Schleich to approve the Instructional Staff Contract of Hunter Heyenga, to teach the Physical Education Program and be the Junior High Football Coach, for the 2022-2023 Academic Year, at the negotiated amount, per the Instructional Staff Negotiated Agreement. Motion carried.

**ACTION NO. 143-21-22**

Motion by Kressman, seconded by Hofer to approve the Instructional Staff Contract of Prenella Fullenkamp, to teach the Junior High Science Program, for the 2022-2023 Academic Year, at the negotiated amount, per the Instructional Staff Negotiated Agreement. Motion carried.

**ACTION NO. 144-21-22**

Motion by Hofer, seconded by Becker to approve the Instructional Staff Contract of Gary Thury, to teach the Fifth Grade, for the 2022-2023 Academic Year, at the negotiated amount, per the Instructional Staff Negotiated Agreement. Motion carried.

**ACTION NO. 145-21-22**

Motion by Harberts, seconded by Schleich approve an Extended Summer Instructional Contract Amendment, for Agriculture Instructor, Alex Toupal for 20 additional contract days, at his contract rate of \$240.04 per day. Motion carried.

**ACTION NO. 146-21-22**

Motion by Harberts, seconded by Becker to approve the following Summer Special Education Summer School Program Contracts: Nicole VanLeur, Special Education Instructor at \$28.45/hr. and Jessie Yttretness will be the Special Education Summer School District Driver at \$13.18/hr. Motion carried.

**ACTION NO. 147-21-22**

Motion by Hofer, seconded by Schleich to approve the Summer Painting Contract of Dan Clarke, at the rate of \$13.83/hr. Motion carried.

**ACTION NO. 148-21-22**

Motion by Schleich, seconded by Harberts to offer the Driver's Education Instructor Contract to Kim Beach, to teach the Driver's Education Instruction, in June 2022. She will be paid \$900.00 for the Classroom Instruction and \$125.00 per student, for the 6 hours of required student driving. Motion carried.

**ACTION NO. 149-21-22**

Motion by Schleich, seconded by Hofer to cast the following votes on the SDHSAA Ballot & Constitutional Amendments: Division II Representative Vote cast for Jeff Danielson, Watertown; Vote of Yes on Amendment 1; Vote of Yes on Amendment #2; Vote of Yes on Amendment #3; Vote of Yes on Amendment #4; Vote of Yes on Amendment #5; Vote of Yes on Amendment #6; Vote of No on Amendment #7. Motion carried.

**ACTION NO. 150-21-22**

Motion by Harberts, seconded by Becker to accept the Instructional Staff Resignation of Becca Zeeb, who has been a Special Education Instructor, of the Bridgewater Emery School District, for 17 years. The Board and Administration thank her for her dedicated service, to the children of the Bridgewater Emery School District, and wish her well in her future endeavors. Motion carried.

**ACTION NO. 151-21-22**

Motion by Kressman, seconded by Becker to approve the following returned employment contracts for the 2022-2023 Fiscal Year: Administrative: Jason Bailey, Kim Florentz Aman, Christena Schultz, Lori Jansen, and Connie Whistler. Instructional Staff: Dan Burnham, Rochelle Carlson, Cheryl Deibert, Mary Ernster, Shawn Giesler, Tracy Gilliland, Kelsey Hanssen, Wesley Hilton, Dayna Jones, Miranda Kayser, Schultz, Pam Steen, Cari Terveen, Alex Toupal, Jeff VanLeur, Nicole VanLeur, Cindy Weber, Jessie Yttreness; and Tim Zorr. Classified Staff: Shelley Clarke, Joanne Ernster, Sue Ernster, Joyce Fluth, Cordell Golder, Angela Harbets, Lila Jaeger, Elliyah Johnston, Krista Kayser, Lisa Lange, Lorie Langreck, Megan Northern, Dorothy Pringle, Michael Pischke; Jerico Shape, Terri Shape, Ann Stahl, Griffith VanLeur, Jack Wagner, Teresa Wagner, Liz Weber, and Tami Wethor. School Board Member Bryan Harberts abstained on this vote. Motion carried.

**ACTION NO. 152-21-22**

Motion by Schleich, seconded by Becker to approve the Second Semester Dual Site Instructor Mileage Stipends of \$250.00 each, for Jared Anderson, Tracy Gilliland, and Tim Zorr. Motion carried.

**ACTION NO. 153-21-22**

Motion by Harberts, seconded by Hofer to approve the payment of Instructional Staff Compensated Leave Payments, based upon the Fiscal Year 2021-2022 Instructional Staff Negotiated Agreement, on the June 3, 2022 payroll. Motion carried.

**ACTION NO. 154-21-22**

Motion by Becker, seconded by Hofer to authorize School Business Manager Jansen to coordinate the Food Service Procurement Process, for the 2022-2023 School Year. A revised schedule of bid items will be prepared, after reviewing the annual velocity report of items, sold to the school district, during Fiscal Year 2021-2022. The request for bids for Food Service will include all supplies, food, and equipment needed for the Food Service Department. The Request For Food Service Bids will be sent to at least 3 interested Food Service Vendors, in good standing with the Bridgewater Emery School District. The Procurement Bids will be due into the School Business Office, for formal review by Superintendent Bailey, School Business Manager Jansen, and Head Cooks Lisa Lange and Teresa Wagner, on Monday July 11<sup>th</sup>, 2022 at 1 p.m. The procurement bids which receive the highest scoring, on the Procurement Rubric, will be recommended to the Board of Education, to become the school district's Procurement Partner, for the 2022-2023 School Year, at the July 13<sup>th</sup> Regular School Board Meeting. Motion carried.

**ACTION NO. 155-21-22**

Motion by Hofer, seconded by Schleich to have School Business Manager Jansen coordinate the Maintenance Supplies Procurement Process, for the 2022-2023 School Year. The request for bids will include supplies and equipment, needed for the Maintenance Department. The Maintenance Procurement Bids will be presented to the Board of Education at the July 13<sup>th</sup> 2022 Regular School Board Meeting. Motion carried.

**ACTION NO. 156-21-22**

Motion by Kressman, seconded by Schleich to approve the Student Contracted Services Agreements, received from the Children's Home Society of Sioux Falls, at the daily contract rate. Motion carried.

School Business Manager Jansen submitted an Extra Ordinary Cost Fund Application, on behalf of consideration, in the amount of \$36,480.00.

Approval of a Lifescope-Student Contracted Service Agreement has been tabled, until another IEP Meeting is able to be scheduled & held, for the student.

School Business Manager Jansen provided an overview of ESSER #2 and ESSER #3 Federal Grant Reporting Requirements, which will be applicable to the CTE Building Project. The CTE Teachers applied for and received a SD Workforce Grant, in the amount of \$225,000.00, to be used, towards the building project cost.

School Business Manager Jansen introduced GASB Statement #87, which establishes revised standards on lease accounting and financial reporting. Although this statement was recently approved by the Government Accounting Standards Board, it must be retroactively applied by reporting entities, to the financial statements for reporting periods after December 15, 2019.

**ACTION NO. 157-21-22**

Motion by Harberts, seconded by Kressman to approve the following surplus property: obsolete Projection Board Serial Number CDQF61200042 with no salvage value; obsolete Projection Board Serial Number CDQF60200106 with no salvage value; and outdated Spanish Textbooks/Curriculum. Motion carried.

School Business Manager Jansen presented the April 2022 Pupil Transportation Report. Fiscal Year to date, contracted buses have driven 8,960 shuttle miles between buildings, 34,257 route miles, and 8725 extra-curricular miles. The average per mile cost for the year is \$3.07/mile, with a current cost of \$3.28/mile. Fiscal Year to date expense is \$159,398.66.

School Business Manager Jansen presented the Bridgewater Emery School District Preliminary Budget for the 2022-2023 Fiscal Year, to the Board of Education and Administration. She also provided fiscal year to date budget analysis of the 2021-2022 Fiscal Year.

**ACTION NO. 158-21-22**

Motion by Hofer, seconded by Kressman to adjourn the regular school board meeting at 9:02 p.m. Motion carried.

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James Hanssen, School Board President

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Lori Jansen, School Business Manager