

**BRIDGEWATER-EMERY SCHOOL DISTRICT #30-3**  
**REGULAR SCHOOL BOARD MEETING MINUTES**  
**AUGUST 9, 2021 at 7:30 P. M. BOOK ROOM-BRIDGEWATER**

The regular 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 Schultz, Elementary Principal Aman, and Business Manager Lori Jansen. There were no visitors.

**ACTION NO. 023-21-22**

Motion by Schleich, seconded by Hofer to approve the August 9th, 2021 School Board Meeting Agenda, with the following additions: Superintendent Report: Item M. First Reading of Bridgewater Emery School District Homeless Policy and Item N. Approval of Surplus Property. Motion carried.

**ACTION NO. 024-21-22**

Motion by Harberts seconded by Becker to approve the July 12th, 2021 Bridgewater-Emery Regular School Board Meeting Minutes, with the following correction: School Board Member Dale Becker was unable to attend the July 12<sup>th</sup> School Board Meeting, but was not previously omitted from the minutes. The July 2021 Bridgewater Emery School District Financial Statement was approved as follows: **Opening Balances:** General Fund: \$1,411,334.31; Capital Outlay Fund: \$1,741,906.92; Special Education Fund: \$167,501.90; Driver's Education: \$4,727.90; Food Service Fund: \$17,408.48; and Fitness Center: \$9,232.70. **July Receipts:** General Fund- Taxes received \$32,149.61; interest payment \$238.26; State Government \$184,495.51; and Local Revenue \$3,999.78. Total General Fund Receipts \$220,883.16. Capital Outlay Fund-taxes received \$5,912.66 and State Government \$17,150.00 = Total Capital Outlay Receipts= \$23,062.66. Special Education Fund: Taxes Received \$3,595.53 and State Government \$1,375.04= Total Special Education Receipts \$4,970.57. Drivers Education: Local Revenue \$0=Total Driver's Education Fund \$0. Food Service Fund: State Revenue \$9,972.27 and Local Revenue \$761.40 =Total Food Service Receipts \$10,733.67. Fitness Center: Local Revenue \$20.00. Total Fitness Center Receipts=\$20.00. Total July 2021 Revenue =\$259,670.06. **July Expenditures:** General Fund: Accounts Payable \$140,759.45 and Payroll \$181,366.72= General Fund Expenditures \$322,126.17. Capital Outlay: Accounts Payable \$373,730.08= Total Capital Outlay Expenditures \$373,730.08; Special Education: Accounts Payable \$35,814.59 and Payroll \$32,332.66=Special Education Fund Expenditures \$68,147.25; Driver's Education Fund: Accounts Payable \$545.57and Payroll \$3,923.23. Total Driver's Education Expenditures \$4,474.80, and Food Service Fund Accounts Payable \$2,732.21; Online payments monthly fee \$20.00; and Payroll=\$11,264.85. Total Food Service Expenditures=\$14,017.06. July 2021 Total Expenditures \$782,495.36. **Ending Balances:** General Fund; \$1,310,091.30; Capital Outlay Fund \$1,391,239.50; Special Education Fund; \$104,325.22; Driver's Education Fund; \$253.10; Food Service Fund \$14,125.09; and Fitness Center \$9,252.70. The Board of Education approved the August 2021 Claims Against the School District, as follows: A-Ox Welding, tank rental fees \$19.15; Academic Planners \$514.50; ACT Group Services, 3 yr. Asbestos Re-inspection \$495.00; CEV, FACS & Ag Licenses \$1,700.00; City of Bridgewater, water expense \$1,728.59; City of Emery \$504.76; Demco, library supplies \$156.49; Fensel's Electrical Supply \$246.75; Fisk's Heating & Cooling, furnace filters \$408.16; Fujitsu American, computer repairs \$360.11; Golden West Telecommunications, telephone expense \$147.84; Hauff Mid America Sports, athletic supplies \$969.30; Hillyard Floor Care, maintenance supplies \$35.28; Incidental Trust & Agency \$1,085.70 including (Volleyball Coaches' Reg. Fees \$142.10; fuel-FFA Leadership Camp \$29.44; School Business Manager-Reg. Fee \$75.00; Scott Schultz, National Boys' BB Coaching Conference Reg. & Lodging \$605.20; and Andy Erickson, Coaching Assoc. Dues \$72.10 and First Aid, Health & Safety Training \$35.00); KSB School Law, Title IX Employee Training \$1,475.00; Lakeshore Learning, curriculum materials \$65.94;Marvin Schuldt Estate, warehouse rent expense \$150.00; McLeod's Printing, printing expense \$332.61; Menards, maintenance supplies \$987.13; New Century Press, printing expense \$448.21; The Pencil Grip, 4<sup>th</sup> grade supplies \$61.97; Potter Tire & Service, fuel-maintenance services \$56.01; Really Good Stuff, curriculum support materials \$389.53; Scott Schultz, Nat. Boys' BB Conference lodging tax & gas \$117.00; SD 811, Supt. messaging fees \$4.20; Sherman Williams,

paint supplies \$352.90; SD United Schools, annual membership fee \$450.00; Total Stop, school vehicle gas \$568.01 and maintenance supplies \$3.48; Alex Toupal, Tractor Supply Grant-Chicken Coop supplies \$134.61; Trio Tel Communications, telephone expense \$318.45; Verizon Wireless, cell phone expense \$61.50; Visa-Project Aware Grant supplies \$337.99; Visa, supplies \$1,049.21; Weber Landscaping, spraying of Football Stadium \$213.00 and Xcel Energy, electrical expense \$6,151.32. Subtotal General Fund Accounts Payable= \$22,099.70. GENERAL FUND PAYROLL: Jr. High Instruction \$954.44; High School Instruction \$6,329.45; Online Class E-mentor Salaries \$79.10; Title 1 Services \$1,215.31; Library Services \$1,011.33 Reap Grant Services \$1,824.95; MTSS Grant Salaries \$1,091.06; Reap Excess Fund Grant \$421.40; Technology Services \$1,912.94; Administrative Assistants \$118.09; Administration \$20,451.74; Maintenance Program with Deductions \$13,901.31; Contracts Payable and Benefits Payable \$132,483.85; and Extra Curricular -\$0.01. Total General Payroll= \$181,794.96. GRAND TOTAL GENERAL FUND \$203,894.66. CAPITAL OUTLAY FUND: A&B Business Services, copier lease payment \$1,790.20; CDWG Government, Google Chrome Licenses \$960.00; FM Accoustical Tile, Sound Panels for Bridgewater Gym \$11,652.00; Hauff Mid America Sports, Blue Football Jerseys and shoulder pads-50% will be reimbursed by Ethan School \$8,453.00 and helmet reconditioning \$685.00; IT Outlet, run 3 Cat 6 cable runs \$450.00; Labyrinth Learning, Carl Perkins Grant-Quickbooks Manuals \$1,100.00; McGraw Hill, Pre-Calculus Textbooks \$1,182.37; Meyer Motor, 2011 Suburban Windshield \$256.90; Olinger Carpet Service, Ag Classroom wood plank flooring & install \$3,570.00; Olinger Electric, pulled Textbooks \$new intercom system \$343.64 and BB Hoop Motor wired \$42.85; Ramsey Publications, Carl Perkins Grant Textbooks \$1,274.82; and Visa, Farm Credit Services Grant Equipment-FFA Lettuce Grow Walls \$1,939.75. GRAND TOTAL CAPITAL OUTLAY FUND \$33,700.53. SPECIAL EDUCATION ACCOUNTS PAYABLE: Ark Therapeutic Services, supplies \$118.68; Goodcare, Occupational Therapy Contracted Services \$864.00; Hofer Physical Therapy, contracted services \$487.50; Incidental Trust & Agency, warranty services \$405.00; Lifequest, contracted services \$1,680.00; Really Good Stuff, Curriculum Support materials \$461.36; Total Stop-Gas Account, Summer Program Student Transportation gas \$279.06; and Visa, supplies \$106.92. Subtotal Special Education Fund=\$4,402.52. SPECIAL EDUCATION PAYROLL: Administrative Salaries & Benefits \$2,761.79 and Contracts & Benefits Payable \$28,704.22; Special Ed Summer School Program \$1,022.34. Total Special Education Fund Payroll=\$32,488.35. GRAND TOTAL SPECIAL EDUCATION FUND \$36,890.87. FOOD SERVICE FUND: ACCOUNTS PAYABLE: Reinhart Foods, food & supplies \$772.50. Subtotal Food Service Fund \$772.50. FOOD SERVICE PAYROLL: Contracts & Benefits Payable \$11,264.83=\$11,264.83. GRAND TOTAL FOOD SERVICE FUND \$12,037.33. DRIVER'S ED FUND: ACCOUNTS PAYABLE: \$0. PAYROLL \$0. GRAND TOTAL-DRIVER'S EDUCATION FUND=\$0.00: Total Claims Against School District \$286,523.39. Motion carried.

The Board of Education acknowledged the June 10<sup>th</sup>, 2021 Cornbelt Educational Cooperative Minutes. Dr. Deboer of the Parker School District was elected as the Advisory Board President and Jerry Johnson of the Montrose School District was elected as the Advisory Board Vice President. The Advisory Board held the Proposed Budget Hearing for the fiscal year beginning July 1<sup>st</sup>, 2021. The Advisory Board authorized Director Dean Kueter to sign the Birth To Three Provider Agreement. Mr. Kueter discussed ESY Summer Services, 2021-2022 Preschool Sites, SLP caseloads, the Extra-ordinary Cost Fund, IDEA Applications, Comprehensive Plans, Lifescape Autism Evaluations, Professional Development, Individualized Education Plan Workshops, and Medicaid Reimbursement Rates.

#### **ACTION NO. 025-21-22**

Motion by Kressman, seconded by Schleich to approve the following Conflict of Interest Waivers, presented this evening: (1) Conflict of Interest Waiver presented by School 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. (2) Conflict of Interest Waiver presented by School Board Member Carolyn Meyer. The school district contracts with E&M Busline to provide Pupil Transportation Services, for its students. Craig Meyer, the spouse of Carolyn Meyer is employed by E&M Busline, as a bus driver. 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 School Board Member Carolyn Meyer. The school district does vehicle service work with Meyer Motor. Craig Meyer and Board Member Carolyn Meyer are owners of Meyer Motor. 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 School Board Member Carolyn Meyer. Carolyn Meyer is employed, as a Universal Banker, by River's Edge Bank, a bank through which the school district holds bank accounts. 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. (5) Conflict of Interest Waiver presented by School Board Member Carolyn Meyer that her daughter, Cari Terveen is now a High School English Teacher at Bridgewater Emery School District. 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. (6) Conflict of Interest Waiver presented by School Board Member Jerry Hofer. Jerry Hofer 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. (7) Conflict of Interest presented by Superintendent Jason Bailey, who drives bus and receives payment for driving the school bus, from E&M Busline. 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. School Board Members Harberts, Hofer, and Meyer abstained. Motion carried.

#### **ACTION NO. 026-21-22**

Motion by Harberts, seconded by Meyer to approve the Elementary Student Handbook, for the 2021-2022 Academic Year. An electronic copy will be provided to students and their parents, for review prior to the start of the school year. This year's Elementary Student Handbook reflects the changes to the Public School Exemption Requirements, approved by the 2021 SD. Legislature. Motion carried.

Elementary Principal Aman provided an overview of the start to the new school year. Grandparents' Day has been scheduled for Friday, September 10<sup>th</sup>. Welcome back to student teacher, Nicole Bies, who will be student teaching under Cindy Weber, this semester. There will be an Elementary Student Council this year, which will provide new student leadership opportunities, at the Elementary Site. Elementary Staffing Changes include Cheryl Deibert will be teaching 3<sup>rd</sup> grade, Kendra Erickson will be a new 4<sup>th</sup> grade instructor, and Stephanie Marquardt will take over as the 5<sup>th</sup> grade teacher. Mrs. Aman shared that the State of South Dakota is placing a stronger focus on student mental health for the 2021-2022 School Year. Some of the services that will be provided to other school districts have already been available, in the Bridgewater Emery School District, because of our Project Aware Program.

#### **ACTION NO. 027-21-22**

Motion by Becker, seconded by Hofer to approve the Secondary Student Handbook, for the 2021-2022 Academic Year. A copy has been emailed to each student and parent, and must be submitted with signatures, as verification, of agreement to terms. The Secondary Handbook provides information on general student information, graduation requirement changes, behavioral expectations, and a Discipline Matrix. Motion carried.

#### **ACTION NO. 028-21-22**

Motion by Kressman, seconded by Harberts to approve the Bridgewater Emery School District Federal ESSER American Rescue Back To School Plan, as presented. Motion carried.

#### **ACTION NO. 029-21-22**

Motion by Becker, seconded by Schleich to approve hiring Anne Stahl, as the part-time School District Librarian, for 16 hours per week, at \$12.25 per hour. Motion carried.

#### **ACTION NO. 030-21-22**

Motion by Hofer, seconded by Meyer to offer the following Extra Curricular Contracts to Liz Dangel: (1) Football Cheerleading Advisor, per the Instructional Staff Negotiated Agreement, in the amount of \$759.90, to be paid at the conclusion of the Football Season. (2) Boys' Basketball Cheerleading

Advisor, per the Instructional Staff Negotiated Agreement, in the amount of \$1,139.85, to be paid at the conclusion of the Boys' Basketball Season. Motion carried.

**ACTION NO. 031-21-22**

Motion by Hofer, seconded by Meyer to offer a Part Time School Maintenance Position to Lorie Langreck, for 2 hours per day, for the calendar year, at a rate of \$12.25 per hour. This will be in addition, to the 4 hours per day she will be a Special Education Paraprofessional. Motion carried.

The Board of Education, Instructors, Students, and Staff of the Bridgewater Emery School District mourn the loss of our dear Staff Member, Chris Kerkhove, who died recently. Our thoughts and prayers are with his family and friends, at this time.

**ACTION NO. 032-21-22**

Motion by Schleich, seconded by Hofer to offer the Special Education Student Transportation Driver Contract to John (Jack) Wagner, in the amount of \$12.25 per hour. He will also receive group dental insurance and group life insurance, as part of his benefits package. Motion carried.

The Board of Education held First Reading of the Bridgewater Emery School District's Public School Exemption Policy, reflecting the changes made to the SD Public School Exemption Process, during the 2021 SD. Legislative Session.

The Board of Education held First Reading of the Bridgewater Emery School District's Medical Cannabis Policy, to begin to implement the Medical Cannabis Program, as directed by the SD Legislature.

Superintendent Bailey reported that the Preliminary Soil Testing for the proposed CTE Building, is being completed by GeoTek Engineering & Testing Service, at a cost of \$3,500.00. This preliminary step is necessary before we will be able to get an accurate site preparation estimate, to determine the overall cost of the proposed project.

**ACTION NO. 033-21-22**

Motion by Harberts, seconded by Hofer to approve the Bridgewater Emery School District's participation in the Emergency Bus Pact, with other SD School Districts per the specified ASBSD Guidelines, for the 2021-2022 School Year. Motion carried.

**ACTION NO. 034-21-22**

Motion by Hofer, seconded by Harberts to join with the school districts in McCook County in coordinating to share a School Resource Officer, this school year. The School Resource Officer will be at the Bridgewater Emery Elementary Site for .50 day per week, since there is no high school, in the county. The other school districts will share in the contract as follows: Canistota 1.75 days; McCook Central School District 1.75 days; and the Montrose School District 1 day. The proposed school year- cost breakdown is Bridgewater Emery School \$5,064.00; Canistota School District \$17,724.00; McCook Central School District \$17,724.00; and the Montrose School District \$10,128.00 per school year. Payment will be made to McCook County on 09/15/2021 and 12/15/2021. Motion carried.

The following Open Enrollment Forms were received by the Board of Education for this evening's School Board Meeting: OE#2021-2022-03 and OE#2021-2022-04 for 2 students open enrolling from the Bridgewater Emery School District.

Superintendent Bailey provided an update on the Emery Site-Food Service Walk In Cooler Project. The cement pad has been installed. Jeff Nielsen, of Total Stop Foods Emery, will coordinate the installation of the walk-in cooler/freezer, as he has significant experience in this process. Plum Creek Construction will install a roof on the walk-in cooler/freezer and Jeremy Fisk of Fisk Heating & Cooling, will prepare the cooling system startup.

**ACTION NO. 035-21-22**

Motion by Meyer, seconded by Kressman to approve the Bridgewater Emery School District's Homeless Policy, based on The Federal McKinney-Vento Homeless Education Assistance Act. The McKinney-Vento Homeless Education Assistance Act is a federal law that ensures immediate enrollment and educational stability for homeless children and youth. The McKinney-Vento Homeless Education Assistance Act, provides federal funding to states for the purpose of supporting district programs that serve homeless students. Motion carried.

**ACTION NO. 036-21-22**

Motion by Hofer seconded by Schleich to declare the following items to be surplus property of the school district, with no residual value: Sony 28" TV-Fixed Asset #1215; Sony 28" TV-Fixed Asset #1240; Sony VCR-Fixed Asset #1216; and a Sony VCR/DVD combo. Motion carried.

Superintendent Bailey reported that the sound panels have been installed in the Bridgewater Gym. Former Art Instructor, Cherie Ramsdell will be painting an art mural, in the gym, in the coming weeks.

The Food Service Procurement Process and advertisement for bids, for the 2021-2022 School Year, has been completed. A revised schedule of bid items was prepared, including all supplies, food, and equipment needed for the Food Service Department. The request for bids were 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, August 9<sup>th</sup> at 1 p.m. The Prime Vendor Bids mailed to vendors, were not completed by Cashway Foods and US Foods. Total Stop Foods bid select items only.

**ACTION NO. 037-21-22**

Motion by Schleich, seconded by Meyer to approve the following Food Service Procurement Bids, for the 2021-2022 Academic Year: Milk Bid-Prairie Farms Dairy; Bid for Jelly and Cereal Products-Total Stop Foods, Emery SD; and the school district's Prime Vendor-Food & supplies will be Performance Foodservice (previously called Reinhart Foods), based on the Food Service Product Specifications submitted. Motion carried.

**ACTION NO. 038-21-22**

Motion by Schleich, seconded by Becker to accept the quote received from Schoenfish and Co. CPAs, in the amount of \$8,300.00 to complete the Fiscal Year 2020-2021 Financial Audit for the Bridgewater Emery School District. Motion carried.

**ACTION NO. 039-21-22**

Motion by Meyer, seconded by Kressman to approve the reimbursement of a portion of the Extraordinary Cost Fund Payment, to the State of South Dakota. Due to the Covid 19 Pandemic still impacting normal activities, during the 2020-2021 Academic Year, many schools receiving the Extraordinary Cost Fund Payments, had less than anticipated expenditures and will need to reimburse the State of South, for a portion of the funds unspent. The amount of the Bridgewater Emery School District ECF Payment being returned is \$17,921.00. Motion carried.

**ACTION NO. 040-21-22**

Motion by Schleich, seconded by Hofer to approve the following Project Aware Program Grant Budget for Year #4: Personnel Salary & Benefits \$69,776.00; Travel \$5,000.00; Equipment \$700.00; Supplies & Materials \$2,800.00; Evidence based Purchased Services & Programming \$22,724.00. Total Budget \$101,000.00. Motion carried.

**ACTION NO. 041-21-22**

Motion by Becker, seconded by Kressman to approve the Multi-Tiered System of Support Model Grant (MTSS) Program Budget: Elementary Instruction \$1,500.00; Junior High Instruction \$1,500.00; and High School Instruction \$1,500.00. Motion carried.

**ACTION NO. 042-21-22**

Motion by Hofer, seconded by Schleich to approve the payment of Multi-Tiered System of Support Model Grant Professional Development Stipends to the following staff for attending PBIS Training: One day stipend of \$120.00: Shelley Clark, Kendra Erickson, Mary Ernster, Shawn Giesler, Wes Hilton, Sultan Lewis, Nicole VanLeur, and Becca Zeeb, Social Security and SD Retirement Matching are included in the grant reimbursement. Motion carried.

**ACTION NO. 043-21-22**

Motion by Harberts, seconded by Hofer to approve the Employment Contract for Project Aware Grant Counselor, Jenelle Sigler, for Project Aware Grant Year #4, in the amount of \$54,119.81. The Employment Contract will run from October 1, 2021 to September 30, 2022. Motion carried.

Congratulations to Bridgewater Emery School-FFA Advisor Alex Toupal and our FFA students who have been awarded two new Grants for our FFA Program: (1) A Tractor Supply Grant to build a poultry coop and (2) A Farm Credit Services Grant to construct 2 lettuce grow walls, to provide lettuce for the School Lunch Program.

**ACTION NO. 044-21-22**

Motion by Hofer seconded by Kressman to adjourn the regular school board meeting at 9:30 p.m. Motion carried.

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James Hanssen, School Board President

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Lori Jansen, School Business Manager