

BRIDGEWATER-EMERY SCHOOL DISTRICT #30-3
REGULAR SCHOOL BOARD MEETING MINUTES
MAY 11TH, 2020 at 7:30 P. M.
EMERY SITE-LIBRARY

The regular meeting of the 2019-2020 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 School Business Manager, Lori Jansen. There were no visitors.

ACTION NO. 133-19-20

Motion by Becker, seconded by Kressman to approve the May 11th, 2020 School Board Agenda with the following additions: under Superintendent's Report: I. ASBSD Board of Director's Vote. School Business Manager: Item M: Approval to close the district's Pension Fund, prior to the June 30, 2020 deadline. Motion carried.

ACTION NO. 134-19-20

Motion by Becker, seconded by Meyer to approve the May 11th, 2020 Bridgewater-Emery Regular School Board Meeting Minutes, as presented. The Board approved the **April 2020 Bridgewater-Emery School District Financial Statement** is as follows: **Opening Balances**: General Fund: \$897,997.56; **Capital Outlay Fund**: \$1,250,013.44; **Special Education Fund**: -\$76,269.81; **Pension Fund**: \$266,087.01; **Driver's Education**: \$0; **Food Service Fund**: \$9,268.88; and **Fitness Center**: \$5,542.70. **April Receipts**: **General Fund**- Taxes received \$123,159.90; interest payment \$1,039.44; State Government \$102,701.00; and Local Revenue \$4,925.77=Total General Fund Receipts \$231,826.11. **Capital Outlay Fund**-taxes received \$84,231.00 and Projection Board Ads \$167.00 = Total Capital Outlay Receipts= \$84,398.00. **Special Education Fund**: Taxes Received \$49,976.57 and State Government \$1,317.16=Total Special Education Receipts \$51,293.73. **Pension Fund**-taxes received \$1.62= Total Pension Receipts \$1.62. **Drivers Education**: Local Revenue \$0=Total Driver's Education Fund \$0. **Food Service Fund**: State Government \$3,773.83 and Local Revenue=\$9,037.57 =Total Food Service Receipts \$12,811.40. **Fitness Center**: Local Revenue \$0.00. Total Fitness Center Receipts=\$0.00. Total April 2020 Revenue = \$380,330.86. **April Expenditures**: **General Fund**: Accounts Payable \$38,375.85 and Payroll \$181,168.80=Total General Fund Expenditures \$219,544.65; **Capital Outlay Fund**: Accounts Payable \$6,515.95=Total Capital Outlay Fund Expenditures \$6,515.95. **Special Education**: Accounts Payable \$44,952.38 and Payroll=\$37,123.39= Total Special Education Fund Expenditures \$82,075.77; **Pension Fund**: Accounts Payable=\$0=Total Pension Fund Expenditures=\$0. **Driver's Education Fund**: Accounts Payable \$0 and Payroll \$0=Total Driver's Education Expenditures \$0. **Food Service Fund Expenditures**=Accounts Payable \$12,683.17; Online payments monthly fee \$20.00; and Payroll=\$11,541.26. Total Food Service Expenditures \$24,244.43. **Fitness Center Expenditures**: Accounts Payable \$0. Total Fitness Center Expenditures \$0. March 2020 Total Expenditures \$332,380.80. **Ending Balances**: General Fund; \$910,279.02; **Capital Outlay Fund** \$1,327,895.49; **Special Education Fund**; -\$107,051.85; **Pension Fund** \$266,088.63; **Driver's Education Fund**; \$0; **Food Service Fund** -\$2,164.15 and **Fitness Center** \$5,542.70. The Board of Education approved the **May 2020 Claims Against the School District**, as follows: Addy Disposal, garbage service \$250.00; Anderson Publications, printing expense \$29.20; A-Ox Welding, tank rental fees \$19.28; Bridgewater Tribune, printing expense \$470.25; Buhl Dry Cleaning, mop care \$13.48; City of Bridgewater, water expense \$165.26; C&B Operations, maintenance repairs \$87.18; Dakota Recognition, graduation honor cords \$72.60; Fensel's Electrical Supply, maintenance supplies \$320.60; Fisk's Heating & Cooling, furnace filters \$367.35; Golden West Telecom. telephone expense \$143.37; Graves IT Solutions, setup & configured Direct Access Server \$740.00; Hillyard Floor Care, maintenance supplies \$1,038.32; and Incidental & Agency \$2,004.41 including: (Project Aware Grant Supplies \$454.98; SDHSA Participation Fees \$540.00; maintenance supplies \$19.91; science supplies \$4.58; supplies \$156.87; FACS supplies \$69.23; water expense \$563.50; postage expense \$48.65; SD One Call-Supt. messaging fees \$4.20; computer supplies \$112.49; and AD-Cornbelt Conference meetings-meals \$30.00); Lingo Communications

Telephone expense \$34.09; Marvin Schuldt Estate, warehouse rental expense \$150.00; Menards, maintenance supplies \$375.02; Meyer Motor, vehicle repairs \$426.08; Poppler's Music Store, music supplies & repairs \$534.48; Potter Tire & Service, vehicle gas \$85.00; Sherman Williams, paint supplies \$669.89; State Chemical Solutions, maintenance supplies \$259.70; Sungold Sports, awards \$336.30; Total Stop, school vehicle gas \$320.63 and supplies \$12.42; Trio Tel Communications, telephone expense \$390.31; Verizon Wireless, cell phone expense \$54.49; and Xcel Energy, electrical expense \$2,434.67. Subtotal General Fund Accounts Payable= \$11,804.38. GENERAL FUND PAYROLL: Elementary Instruction \$51,283.27; Compensated Leave-Instructional Staff \$2,325.23; Junior High Instruction \$22,970.15; High School Instruction \$42,450.86; Online Class Instruction \$3,423.93; Title 1 Services \$7,350.24; Reap Grant Services \$1,752.77; Project Aware Grant Expense \$5,421.82; Reap Excess Fund Grant \$401.21; Library Services \$887.12; Technology Services \$1,805.55; Mentor Teacher Stipends \$284.12; Administration \$25,349.12; Administrative Assistants \$3,592.52; Maintenance Services \$10,601.46; and Co-Curricular Salaries & Benefits \$5,074.10. Total General Payroll= \$184,973.47 less summer insurance payable \$481.77=\$184,491.70. GRAND TOTAL GENERAL FUND= \$196,296.08. CAPITAL OUTLAY FUND: A&B Business Services, copier lease payment \$1,801.75; Incidental Trust & Agency, alto saxophone \$350.00; Academic Chrome OS Mgmt. Licenses-replacement check issued \$725.00; Johnson Controls, 10% down payment on Boiler Project \$37,115.00; Reader's Den, library books \$29.38; River's Edge Bank, Football Stadium/Track payment \$19,502.04; The Security State Bank, Football Stadium/Track Payment \$19,502.03; Software Unlimited, annual Business Office Software License \$4,900.00; and Visa, library book \$8.91. GRAND TOTAL CAPITAL OUTLAY FUND= \$83,934.11. SPECIAL EDUCATION FUND: ACCOUNTS PAYABLE: Aurora Plains Academy, contracted services \$2,649.46; Children's Home Society, contracted services \$2,895.17; Goodcare, Occupational Therapy Contracted Services \$2,904.00; Hofer Physical Therapy, contracted services \$1023.75; Incidental Trust & Agency, supplies \$10.62; Lifescape, contracted services \$7,442.00= subtotal Special Education Fund Accounts Payable=\$16,925.00. SPECIAL EDUCATION PAYROLL: Instructional Staff Salaries \$13,624.23; Paraprofessional staff salaries \$19,817.18; Administrative Salaries & Benefits \$3,975.30 and pupil transportation \$724.13. Total Special Education Fund Payroll=\$38,140.84 less summer insurance payable \$1,085.21=Total Special Education Fund Payroll=\$37,055.63. GRAND TOTAL SPECIAL EDUCATION FUND \$53,980.63. FOOD SERVICE FUND: ACCOUNTS PAYABLE: Anderson Publications, head cook ads \$16.00; Bridgewater Tribune, head cook ads \$26.80; Buhl's Dry cleaning \$50.70; Child & Adult Nutrition Services, processed commodities \$398.68; Dean Foods \$2,067.42; Reinhart Food Service, food \$11,290.49; and Total Stop Foods, food \$2,452.21. Subtotal Food Service Fund Accounts Payable 16,302.30. FOOD SERVICE PAYROLL: Food Service Fund Payroll \$15,932.12 less summer insurance \$1,987.50=\$13,944.62. GRAND TOTAL FOOD SERVICE CLAIMS \$30,246.92. DRIVER'S ED FUND: ACCOUNTS PAYABLE: \$0. PAYROLL \$0. GRAND TOTAL-DRIVER'S EDUCATION FUND=\$0: FITNESS CENTER FUND: ACCOUNTS PAYABLE: None \$0. subtotal Accounts Payable \$0. SUBTOTAL FITNESS CENTER FUND=\$0. Total Claims Against School District \$364,457.74. Motion carried.

Elementary Principal Aman congratulates students and parents on successfully completing our online learning experience. Thank you to Kindergarten Teacher, Dayna Jones for preparing an enjoyable video to celebrate our elementary school year ending. The Preschool Screening has been tentatively scheduled for August 3rd.

Secondary Principal Schultz shared how much she enjoyed being able to participate in each Senior Student's Senior Projects on Zoom, this year. Each senior completed a meaningful senior experience and provided an overview of their project for their parents, instructors, and Mrs. Schultz. There will be a Graduation Parade on Friday Evening May 15th, honoring our graduating Seniors. High School Graduation is scheduled for 3 p.m. on Saturday, May 30th, 2020, following Social Distancing Guidelines, at the Bridgewater Emery Football Stadium. Congratulations to all of our graduates! We are very proud of your accomplishments and wish you all the best in your future endeavors!

The Administration and School Board discussed the Online Learning Experience, during the Covid 19 Pandemic. Thank you to all staff and parents for keeping our students motivated academically!

ACTION NO. 135-19-20

Motion by Harberts, seconded by Schleich to approve the Co-Curricular Resignation of Jessie Yttresness as the Junior High Girls' Basketball Coach, as requested. Motion carried.

Superintendent Bailey updated the Board of Education on the Bridgewater Site Head Cook Position.

ACTION NO. 136-19-20

Motion by Hofer, seconded by Becker to offer an Extra Curricular Contract to Kelly Tschetter to be the Boys' Football and Boys' Basketball Cheerleading Advisor, per the 2019-2020 Instructional Staff Negotiated Agreement. Payment will be \$684.90 for Boys' Football Advisor and \$1,027.35 for Boys' Basketball Cheerleading Advisor. Motion carried.

Mrs. Schultz surveyed students and parents regarding a Summer 2020 Drivers' Education Program, with about 17 students interested in completing the program. The administration has been in contact with the teacher and will continue to monitor the Covid Virus cases in the area, to determine if a 2020 Summer Driver's Education Program will be possible.

ACTION NO. 137-19-20

Motion by Schleich, seconded by Meyer to vote for (1) Tom Culver, of the Avon School District, for the East River-At Large Representative (2) Dan Conrad, of Sioux Falls Washington High School, for the Division 1 Representative and (3) Marty Weismantel, of the Groton Area School District for the Small School Group Board of Education Representative for the SDHSAA 2020 Official Election. The Board voted yes on Amendment No. 1 which changes the mandated practices before a sporting event from 10 to 5, due to weather or other circumstances. This provides consistency, since tennis and golf already have this 5-day rule. This does not replace or lessen any heat acclimatization rules and/or procedures currently in place for Fall Sports or adjust the first allowable contest dates-those would need advisory and board approval, separate from the amendment process. Motion carried.

Superintendent Bailey informed School Board Members that Cherie Ramsdell, the Hanson School District Art Instructor, who was 40% contracted to BE School, has resigned from the Hanson School District. Given the current State Budget uncertainty, due to the Covid 19 Pandemic, the Hanson School District will not hire another art instructor, to fill the position and therefore, the previously approved contract for next year, must be rescinded.

ACTION NO. 138-19-20

Motion by Harberts, seconded by Hofer to rescind the Contracted Services Agreement with the Hanson School District, for Art Instructor, Cherie Ramsdell, for the 2020-2021 School Year. Motion carried.

ACTION NO. 139-19-20

Motion by Harberts, seconded by Kressman to vote for Terry Crandall, of the Yankton School District, for the Southeast Region, Associated School Board of South Dakota, Board of Directors Election. Motion carried.

Superintendent Bailey provided an update to the Board of Education regarding building maintenance projects. There are several rooms that are receiving new carpet and being painted, in each school building. The elementary bathrooms at the Bridgewater Site are also being updated. The Boiler Replacement Project at the Bridgewater Site, will begin in early June.

ACTION NO. 140-19-20

Motion by Harberts, seconded by Meyer to approve the payment of the Instructional Staff Compensated Leave Payments, per the Fiscal Year 2019-2020 Instructional Staff Negotiated Agreement. Retiring and 9 Month Payroll Instructional Staff will be paid on the May 20th payroll and Returning Instructional Staff will be paid on June 5th, payroll. Motion carried.

ACTION NO. 141-19-20

Motion by Becker, seconded by Schleich to approve the following returned Instructional Staff Contracts, Classified Staff Work Agreements, and Administrative Staff Contracts: Instructional Staff Contracts for Fiscal Year 2020-2021, based upon the 2019-2020 Instructional Staff Negotiated Agreement included: Jared Anderson, Joy Berg, Dan Burnham, Rochelle Carlson, Cheryl Deibert, Mary Ernster, Shawn Giesler, Tracy Gilliland, Judy Hamaker (.20 FTE Librarian), Wesley Hilton, Dayna Jones, Patti Lager, Frankie Nelson, Stephanie Marquardt, Jennifer Martinez, Scott Schultz, Tamee Schultz, Pam Steen, Alex Toupal, Jeff VanLeur, Nicole VanLeur, Jessie Yttreness (.50 FTE Accounting Instructor), Cindy Weber, Connie Whistler, Becca Zeeb, and Tim Zorr. Classified Staff Work Agreements for Fiscal Year 2020-2021 returned by the following staff, based upon the 2019-2020 hourly rates: Shelley Clarke, Joanne Ernster, Sue Ernster, Joyce Fluth, Cordell Golder, Angela Harberts, Lila Jaeger, Krista Kayser, Chris Kerkove, Dorothy Olsen, Michael Pischke, Yvonne Ramon, Deb Roth, Jerico Shape, Terri Shape, Griffith VanLeur, Jessie Yttreness (.50 FTE Paraprofessional), Teresa Wagner, Liz Weber, and Tami Wethor. (School Board Member Vice- Chairman Brian Harberts abstained from the vote.) Administrative Contracts, for the 2020-2021 Fiscal Year returned included Superintendent Jason Bailey, Secondary Principal Christena Schultz, Elementary Principal Kim Aman, School Business Manager Lori Jansen, and Technology Coordinator, Connie Whistler, at the Fiscal Year 2019-2020 Contract Amounts. Motion carried.

ACTION NO. 142-19-20

Motion by Schleich, seconded by Harberts to approve Summer Painting Employment Contracts for Jared Anderson and Dan Clarke, at \$11.85 per hour (based upon 2019-2020 hourly rates). Motion carried.

School Business Manager Jansen provided Fiscal Year To Date School District Budget Analysis.

School Business Manager Jansen provided General Fund Balance Projections.

School Business Manager Jansen presented the Preliminary Bridgewater Emery School District Fiscal Year 2020-2021 Financial Budget.

ACTION NO. 143-19-20

Motion by Kressman, seconded by Becker to acknowledge receipt of the Fiscal Year 2020-2021 Preliminary Bridgewater Emery School District Financial Budget. Motion carried.

School Business Manager Jansen provided an update on the Cash Balance and Teacher Salary Accountability Requirements.

ACTION NO. 144-19-20

Motion by Harberts, seconded by Kressman to authorize School Business Manager Jansen to coordinate the Food Service Procurement Process, for the 2019-2020 School Year. A revised schedule of bid items will be prepared, after reviewing the annual report of items, sold to the district. The request for bids for Food Service will include all supplies, food, and equipment needed for the department. The request for bids will be sent to at least 3 interested food service vendors, in good standing with the school district. The Procurement bids will be due into the School Business Office, for formal review by Superintendent Bailey, School Business Manager Jansen and the Head Cooks, on Monday, July 13th at 10 a.m. The procurement bids which receive the highest scoring, on the procurement rubric, will be recommended to the Board of Education, to become the district's procurement partner, for the 2020-2021 School Year, at the Monday, July 13th Regular School Board Meeting. Motion carried.

ACTION NO. 145-19-20

Motion by Hofer, seconded by Meyer to have Superintendent Bailey coordinate the Maintenance Supplies Procurement Process, for the 2020-2021 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 13th Regular School Board Meeting. Motion carried.

The Board of Education decided that the BE BASH Weekend will have to be rescheduled due to the ongoing Covid 19 Pandemic. The BE BASH 2021 Festivities will be rescheduled to the weekend of June 18-20, 2021. The BE Bash Reunion Banquet of BE Alumni with Bridgewater and Emery Alumni, featuring the Dueling Pianos will be held on Friday evening, June 18th. to coordinate with the traditional SEAHAWK Golf Tournament and the Bridgewater Alumni Banquet, on Saturday. Other fun, weekend alumni events are already being planned. Mark your calendar!

ACTION NO. 146-19-20

Motion by Meyer, seconded by Harberts to authorize School Business Manager Jansen to close the school district's Pension Fund, into the school district's General Fund, as required by SD Codified Law, effective May 31, 2020. She is authorized to make the necessary manual journal entries to close the Pension Fund, into the school district's General Fund, as required by law. Motion carried.

School Business Manager Jansen submitted an Extraordinary Cost Fund Application, of behalf of the Bridgewater Emery School District, to the State Special Education-Extraordinary Cost Fund Board, for consideration, in the amount of \$81,333.00.

ACTION NO. 147-19-20

Motion by Harberts, seconded by Hofer to adjourn the regular school board meeting at 9:10 p.m. Motion carried.

James Hanssen
School Board President

Lori Jansen
School Business Manager