

BRIDGEWATER-EMERY SCHOOL DISTRICT #30-3
REGULAR SCHOOL BOARD MEETING MINUTES
SEPTEMBER 13, 2021 at 7:30 P. M. LIBRARY-EMERY SITE

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, Kelsha Kressman, and Lisa Schleich. Board Members Jerry Hofer and Carolyn Meyer were unable to attend. Administrators present were Superintendent Jason Bailey, Elementary Principal Aman, and Business Manager Lori Jansen. Secondary Principal Schultz was unable to attend. There were no visitors.

ACTION NO. 045-21-22

Motion by Schleich, seconded by Becker to approve the September 13th, 2021 School Board Meeting Agenda, with the following additions: Superintendent Report: Item H. Title IX Policy Approval and under Business Manager Report: Item H. Approval of The Financial Management Policies & Procedures , Based on the Federal Uniform Grant Guidance and Item I-Notification of Tax Abatement approved by McCook County. Motion carried.

ACTION NO. 046-21-22

Motion by Harberts seconded by Schleich to approve the August 9th, 2021 Bridgewater-Emery Regular School Board Meeting Minutes, as presented. The August 2021 Bridgewater Emery School District Financial Statement was approved as follows: **Opening Balances:** General Fund: \$1,310,091.30; Capital Outlay Fund: \$1,391,239.50; Special Education Fund: \$104,325.22; Driver's Education: \$253.10; Food Service Fund: \$14,125.09; and Fitness Center: \$9,252.70. **August Receipts:** General Fund- Taxes received \$7,393.77; interest payment \$196.09; State Government \$165,920.64; and Local Revenue \$6,471.85. Total General Fund Receipts \$179,982.35. Capital Outlay Fund-taxes received \$6,246.33 and Projection Board Payments \$668.00 = Total Capital Outlay Receipts= \$6,914.33. Special Education Fund: Taxes Received \$3,860.20 and State Government \$390.00= Total Special Education Receipts \$4,250.20. Drivers Education: Local Revenue \$0=Total Driver's Education Fund \$0. Food Service Fund: State Revenue \$0 and Local Revenue \$56.25 =Total Food Service Receipts \$56.25. Fitness Center: Local Revenue \$535.00. Total Fitness Center Receipts=\$535.00. Total August 2021 Revenue =\$191,738.13. **August Expenditures:** General Fund: Accounts Payable \$22,099.70 and Payroll \$181,794.96= General Fund Expenditures \$203,894.66. Capital Outlay: Accounts Payable \$33,700.53= Total Capital Outlay Expenditures \$33,700.53; Special Education: Accounts Payable \$22,323.52 and Payroll \$32,488.35=Special Education Fund Expenditures \$54,811.87; Driver's Education Fund: Accounts Payable \$0 and Payroll \$0. Total Driver's Education Expenditures \$0, and Food Service Fund: Accounts Payable \$772.50; Online payments monthly fee \$27.50; and Payroll=\$11,264.83. Total Food Service Expenditures=\$12,064.83. August 2021 Total Expenditures \$304,471.89. **Ending Balances:** General Fund; \$1,286,178.99; Capital Outlay Fund \$1,364,453.30; Special Education Fund; \$53,763.55; Driver's Education Fund; \$253.10; Food Service Fund \$2,116.51; and Fitness Center \$9,787.70. The Board of Education approved the September 2021 Claims Against the School District, as follows: Addy Disposal, garbage expenses \$250.00; A-Ox Welding, tank rental fees \$19.59; Boardworks, Esser #3 Learning Recovery Software \$22,414.00; Buhl's Dry Cleaning, maintenance linens \$88.84; Cengage Learning, Accounting curriculum \$1,574.05; Chester Area School District, Online Class Fees \$1,500.00; City of Bridgewater, water expense \$2,445.64; Combined Building Specialties, City Auditorium basketball backstop motor replacement \$1,065.00; Dauby's Sports Center, athletic supplies \$1,074.22; Diamond Vogel Paint Center, paint supplies \$861.00; E&M Busline, pupil transportation \$14,252.52; Golden West Telecommunications, telephone expense \$200.20; Hauff Mid America Sports, athletic supplies \$286.75; Heiman Fire Equipment, fire extinguisher inspections \$728.98; Hillyard Floor Care, maintenance supplies \$473.91; Incidental Trust & Agency \$10,817.06 including (All-State Chorus practice session reg. \$20.00; background check \$43.25; catastrophic student insurance \$1,152.90; cross country reg. fees \$130.00; dues & fees \$350.70; first aid, health & safety class reimbursement \$35.00; football practice pants \$87.14; football referees \$1,342.40; Hudl Football Software \$1,450.00; fuel expense \$29.44; Jr High English supplies \$78.56; National FCCLA Conf. travel-F. Nelson \$532.88; NHSACA Conf. reg. & travel \$605.20; postage \$38.71; Project Aware Grant supplies \$510.00; propane tank leases \$12.00; renewal credits-Dan Burnham \$50.00; SD Assoc. of Secondary Principals

\$125.00; stamped envelopes \$2,953.95; supplies \$200.30; telephone expense \$35.40; Girls' VB game shorts \$186.90; Girls' VB referees \$232.00; Girls' VB Tourney Reg. \$100.00; and City of Emery, water expense \$515.33.); Intelli Pro Security, troubleshoot Gym Access Door \$509.68; Lawns Unlimited, sprinkler system labor \$97.50; Marvin Schuldts Estate, warehouse rent expense \$150.00; McCook County, school sentinel contract share-\$2,532.00; McGraw Hill, curriculum \$12.43; McLeod's Printing, purchase orders \$124.90 Menards, maintenance supplies \$278.56; Meyer Motor, vehicle repairs \$47.80; New Century Press, school opening pages & school board minutes printed \$1,410.88; Poppler's Music, supplies \$195.15; Potter Tire & Service, fuel \$139.51; Really Good Stuff, curriculum support materials \$158.94; Riverside Technologies, repair \$61.00; SFM, Worker's Comp. Insurance Premium Adjustment \$1,417.00; Sherman Williams, paint supplies \$188.80; Sources of Stregnth. Licensing fees \$5,000.00; Teacher Direct, curriculum enrichment \$213.12; Total Stop, school vehicle gas \$631.45 and FACS supplies \$19.90; Trio Tel Communications, telephone expense \$336.30; Verizon Wireless, cell phone expense \$61.50; Visa-Project Aware Grant supplies \$2,212.63; Visa, supplies \$1,556.17; Williams Musical, band instrument repairs \$362.40 and Xcel Energy, electrical expense \$7,108.52. Subtotal General Fund Accounts Payable= \$83,027.90. GENERAL FUND PAYROLL: Elementary Instruction \$52,881.19; Jr. High Instruction \$24,198.10; High School Instruction \$44,081.33; Online Class E-mentor Salaries \$5,120.71; Title 1 Services \$6,010.22; Library Services \$872.99; Reap Grant Services \$1,826.02; Reap Excess Fund Grant \$421.64; Technology Services \$1,914.06; Administrative Assistants \$4,178.82; Administration \$28,304.35; Maintenance Program with Deductions \$12,764.50; Pupil Transportation \$239.57; Contracts Payable and Benefits Payable \$6,207.92 and Extra Curricular \$5,686.17. Total General Payroll= \$194,707.59 less \$288.35 summer insurance accrual=\$194,419.24. GRAND TOTAL GENERAL FUND \$277,447.14. CAPITAL OUTLAY FUND: A&B Business Services, copier lease payment \$1,790.20; ATS, Bogen Intercom System \$10,735.00; CMC Excavation, Walk In Cooler dirt work \$841.84; Colliers Securities, continuing disclosure services-debt \$400.00; Dauby's Sports, athletic equipment \$1,278.90; Fisk's Heating & Cooling, Walk In Cooler Refrigeration Work \$3,897.97; FM Accoustical Tile, Sound Panels for Bridgewater Gym-balance \$48.00; Innovative Office Solutions, Laminator-Bridgewater Site \$2,481.81; IT Outlet, E-Rate Wiring Project-District Share-BW Site \$7,440.00; J&C Construction, Walk In Cooler Footings \$7,510.38; Jr Library Guild, library books \$1,469.00; Learning A-Z, Learning Recovery Software \$1,158.00; Marick Inc., Walk In Cooler/Freezer components \$24,407.80; McGraw Hill, textbooks \$1,405.21; Olinger Electric, Walk In Cooler-Electrical Work \$5,431.79; Riverside Technologies, Tablet computers & warranties \$18,624.00; Schulz Electric, exit signs& emergency lights \$1,303.35; Visa-Library Services, library book-balance on card \$0.54; and Visa, Bluetooth speakers & projectors for music; \$2,426.52.GRAND TOTAL CAPITAL OUTLAY FUND \$92,650.31. SPECIAL EDUCATION FUND: ACCOUNTS PAYABLE: Children's Home Society, contracted services \$10,709.84; Evan Moore Ed Publishers, writing curriculum \$84.95; Goodcare, Occupational Therapy Contracted Services \$1,482.24; Hofer Physical Therapy, contracted services \$562.50; Incidental Trust & Agency, warranty services \$405.00; Lifequest, contracted services \$1,760.00; Potter Tire & Service, Student Transportation gas \$75.81; Visa, supplies \$159.77; and Weiser Educational, supplies \$368.48. Subtotal Special Education Fund=\$15,608.59. SPECIAL EDUCATION PAYROLL; Instructional Salaries & Benefits \$14,837.76; Paraprofessional Salaries & Benefits \$20,860.56; Administrative Salaries & Benefits \$4,147.04 and Pupil Transportation \$1,338.12. Total Special Education Fund Payroll=\$39,845.36 plus Summer Insurance Payable \$1,097.87=\$40,943.23. GRAND TOTAL SPECIAL EDUCATION FUND \$56,551.82. FOOD SERVICE FUND: ACCOUNTS PAYABLE: Buhl's Dry Cleaning, dry cleaning services \$88.40; East Side Jersey Dairy, dairy projects \$1,466.14; Heiman Fire Equipment, ansul system inspection \$170.00; Hillyard Floor Care, maintenance supplies \$218.73; Reinhart Foods, food & supplies \$11,630.06; and Total Stop Foods, food \$327.92. Subtotal Food Service Fund \$13,901.25. FOOD SERVICE PAYROLL: Salaries & Benefits \$10,784.10. Total Food Service Fund Payroll=\$10,784.10. GRAND TOTAL FOOD SERVICE FUND \$24,685.35. DRIVER'S ED FUND: ACCOUNTS PAYABLE: Visa, Weight Equipment-dumbbells \$329.87. PAYROLL \$0. GRAND TOTAL-DRIVER'S EDUCATION FUND=\$329.87: Total Claims Against School District \$451,664.49. Motion carried.

The Board of Education acknowledged the August 10th, 2021 Cornbelt Educational Cooperative Minutes. Gary Jarding of the Hanson School District was elected as the Advisory Board President and Jason Chester of the Parker School District was elected as the Advisory Board Vice President. The Advisory

Board approved the Proposed Budget for the fiscal year beginning July 1st, 2021. The Board of Directors held their reorganizational meeting, to begin business for the 2021-2022 fiscal year. The Board of Directors approved the following employment changes: (1) Approval of employment contract of Tamora Dalin, Speech/Language Pathologist, effective 08/16/21. (2) Accepted the Resignation of Haleigh Janquart, as an ECSE Paraprofessional. (3) Approved the employment of Margie Peters, as a Paraprofessional in the Cooperative ECSE Classroom; and the returning paraprofessional letters of employment for Kyla Larson; Jessica McIlravy, and Wendy Miller. Cooperative Director Kueter presented the Cooperative Budget for adoption and outlined modifications of the budget presented June 10, 2021. The Board of Directors approved the Final Budget, as presented. The Board of Director also discussed the Extraordinary Cost Fund, Medicaid Reimbursement Rates, IEP Workshops, and Totem Professional Development.

There were no visitors in attendance. There were no Conflicts Of Interest presented.

Elementary Principal Aman introduced the new Elementary Student Council. We will be reading more about their activities on the Elementary Web Page. The newspaper will also be coordinating with Sadie Ernster, to provide regular elementary school news, in the newspaper. Thank you to all the Grandparents who joined us for breakfast on Grandparents' Day. Thank you also to the FFA Department for providing their Agriculture Program, for our Elementary Students, giving them a glimpse of what Agriculture is all about.

Superintendent Bailey discussed ongoing Corona Virus Mitigation Strategies. The school district does have on-site testing available and will soon have Department of Health Home Tests available, also. Families are reminded that if a student is not feeling well, they should use their judgement and consider keeping the child home, for further observation.

ACTION NO. 047-21-22

Motion by Schleich, seconded by Kressman to designate all Bridgewater Emery School District Staff as Critical, Essential Workers, of the school district, for the 2021-2022 Academic Year. Motion carried.

ACTION NO. 048-21-22

Motion by Becker, seconded by Harberts to approve the Medical Cannabis Policy, as presented by Superintendent Bailey. Motion carried.

ACTION NO. 049-21-22

Motion by Kressman, seconded by Schleich to approve the Bridgewater Emery School District-Public School Exemption Policy, as presented, by Superintendent Bailey. Motion carried.

Superintendent Bailey updated the School Board on the CTE Building Project progress. The soil test has been completed by Geo Tek Engineering & Testing Service, on the proposed building site, but the test results have not been received back, yet.

The following Open Enrollment Forms were received by the Board of Education for this evening's School Board Meeting: OE#2021-2022-05; OE#2021-2022-06; OE#2021-2022-07; and OE#2021-2022-08 for 4 students open enrolling into the Bridgewater Emery School District and OE#2021-2022-09 for a student open enrolling out of the Bridgewater Emery School District.

ACTION NO. 050-21-22

Motion by Kressman, seconded by Schleich to approve the Bridgewater Emery School District's Title IX Policy and its supplemental documentation requirements, as presented. Motion carried.

There will be no Community Picnic in the BE School Building, on the day of the Homecoming Parade, due to the ongoing Covid 19 Pandemic. The Homecoming Parade will begin at 1 p.m., in Bridgewater. There will be a CTE Tailgate, outdoors beginning at 6 p.m., at the Bridgewater Emery School Football Stadium, prior to the Homecoming Football Game with Beresford.

ACTION NO. 051-21-22

Motion by Harberts seconded by Schleich to approve the Certificate of Deposit Bid of River's Edge Bank at 0.0025 for a \$100,000 CD, which was available for renewal on September 5, 2021. Motion carried.

ACTION NO. 052-21-22

Motion by Harberts, seconded by Kressman to approve the Project Aware Grant Counselor, Jenelle Sigler, FY 20-21 Contract Amendment, of \$1,000.00 which increased the employment contract salary from \$50,369.81 to \$51,369.81. The contract amount was paid from October 1, 2020 through September 30, 2021. Motion carried.

ACTION NO. 053-21-22

Motion by Harberts, seconded by Schleich to approve the Bridgewater Emery School District Fiscal Year 2021-2022 Financial Budget, in the following funds: General Fund \$3,153,637.00; Capital Outlay Fund \$1,906,066.00; Special Education Fund \$719,928.00; Food Service Fund \$231,350.00; Driver's Education Fund \$6,000.00; and Fitness Center Fund \$8,000.00. Motion carried.

ACTION NO. 054-21-22

Motion by Kressman, seconded by Becker for the Bridgewater Emery School District Board of Education to adopt the following Ad Valorem Property Tax Levy Requests for Fiscal Year 2021-2022: General Fund: Maximum Levy set at the limit: for Ag Land \$1.409/per 1000 of valuation; Non-Ag Owner Occupied and Mobile Home-Owner Occupied at \$3.153/per 1000 of valuation; and Mobile Home Other, Non-Ag Other and Utilities at \$6.525/per thousand of valuation. The General Fund Ad Valorem Property Tax Opt-Out Request, for Year #3 of the \$350,000.00 Property Tax Opt-Out will be \$250,000.00. Capital Outlay Fund: Tax Levy Dollar Request, as required by the SD Legislature will be levied/set at \$1,200,000.00. Special Education Fund: Maximum Levy set at the limit: \$1.670. Motion carried.

ACTION NO. 055-21-22

Motion by Harberts, seconded by Schleich to declare the obsolete Laminating Machine, at the Bridgewater Site, surplus property of the school district, with no residual value. Motion carried.

No Board Member will attend the ASBSD Delegate Assembly, due to scheduling conflicts.

School Business Manager Jansen updated School Board Members that the Alumni & Friends Account was not moved outside of the school's custodial accounts on June 30th, 2021 as School Business Manager Jansen was utilizing the account for the BE Bash, held June 18-20, 2021. She was also investigating which account would best meet the district's needs for fiscal oversight, but yet not count against the school district's allowable General Fund Cash Balance, going forward. In further discussion with Rod Fortin, of the SD. Department of Legislative Audit, it was determined that it would be best to set up a Reserve and place the Alumni & Friends Account, within the Capital Outlay Fund. By statute, the school board can move 45% of the Capital Outlay Fund taxes out of the fund, which would make it possible for the school district to access these funds, if necessary.

ACTION NO. 056-21-22

Motion by Harberts, seconded by Becker to move the Alumni & Friends Account from its separate bank account, at The Security State Bank of Emery, into the school district's MMIA Bank Account- Capital Outlay Fund-with a Reserve For Alumni & Friends Account-Restriction to keep the funds set aside. Motion carried.

ACTION NO. 057-21-22

Motion by Schleich, seconded by Harberts to approve The Financial Grants Management Policies & Procedures Guidelines, based on the Federal Uniform Grant Guidance, as prepared by School Business Manager Jansen. Motion carried.

School Business Manager Jansen presented a Tax Abatement received from McCook County, resulting in a loss of property taxes of \$1185.20 in the General Fund; loss of property taxes of \$726.06 in the Capital Outlay Fund; and loss of property taxes of \$387.83 in the Special Education Fund. Motion carried.

The Bridgewater Emery School District's Count Day Enrollment is expected to be 327 students.

The Board of Education & Administration toured the Walk In Cooler/Freezer and looked at the Multi-Purpose Gym Flooring, which has been installed. The painting of the lines on the Multi-Purpose Gym Flooring has not yet, been completed.

ACTION NO. 058-21-22

Motion by Harberts seconded by Schleich to adjourn the regular school board meeting at 8:43 p.m. Motion carried.

James Hanssen, School Board President

Lori Jansen, School Business Manager