

BRIDGEWATER-EMERY SCHOOL DISTRICT #30-3
REGULAR SCHOOL BOARD MEETING MINUTES
NOVEMBER 11TH, 2019 at 7:30 P. M.
BRIDGEWATER SITE-CONFERENCE ROOM

The regular meeting of the 2019-2020 Bridgewater Emery Board of Education was called to order by School Board Vice Chairman Bryan Harberts, at 7:30 p.m. School Board members present were Dale Becker, Jerry Hofer, Kelsha Kressman, Carolyn Meyer, and Lisa Schleich. School Board Chairman James Hanssen was absent. Administrators present were Superintendent Jason Bailey, Secondary Principal Christena Schultz, Elementary Principal Aman, and Business Manager Lori Jansen. Senior Class Representative, Jasmine Tschetter was the only visitor.

ACTION NO. 065-19-20

Motion by Hofer, seconded by Becker to approve the November 11th, 2019 School Board Agenda with the following additions: Superintendent Report: F. Accept Special Education Paraprofessional-Liz Dangel and G. Memorial Thank You received from the Tony Pischke Family. Motion carried.

ACTION NO. 066-19-20

Motion by Kressman seconded by Meyer to approve the October 9th, 2019 Bridgewater-Emery Regular School Board Meeting Minutes, as presented. The Board approved the October 2019 Bridgewater-Emery School District Financial Statement is as follows: **Opening Balances**: General Fund: \$922,387.08; Capital Outlay Fund: \$884,865.21; Special Education Fund: \$2,215.13; Pension Fund: \$266,061.83; Driver's Education: \$0; Food Service Fund: (\$5,279.35); and Fitness Center: \$4,119.64. **October Receipts**: General Fund- Taxes received \$23,364.10; interest payment \$2,375.26; State Government \$126,368.75; and Local Revenue \$4,801.55=Total General Fund Receipts \$156,909.66. Capital Outlay Fund-taxes received \$24,946.40 and Projection Board Ads \$34,467.00 = Total Capital Outlay Receipts= \$59,413.40. Special Education Fund: Taxes Received \$14,182.44 and State Government \$2,267.12=Total Special Education Receipts \$16,449.56. Pension Fund-taxes received \$5.95= Total Pension Receipts \$5.95. Drivers Education: Local Revenue \$0=Total Driver's Education Fund \$0. Food Service Fund: State Government \$10,587.23 and Local Revenue \$13,222.21 =Total Food Service Receipts \$23,809.44. Fitness Center: Local Revenue \$280.00. Total Fitness Center Receipts=\$280.00. Total October 2019 Revenue =\$256,868.01. **October Expenditures**: General Fund: Accounts Payable \$47,664.91 less voided checks of \$124.92 and Payroll \$181,348.78= Total General Fund Expenditures \$228,888.77. Capital Outlay: Accounts Payable \$42,141.25= Total Capital Outlay Expenditures \$42,141.25. Special Education: Accounts Payable \$27,893.50 less a voided check of \$93.96 and Payroll=\$40,197.39= Total Special Education Fund Expenditures \$67,996.93; 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 \$13,087.96; Online payments monthly fee \$20.00; and Payroll=\$11,486.25. Total Food Service Expenditures \$24,594.21. October 2019 Total Expenditures \$363,621.16. **Ending Balances**: General Fund; \$850,407.97; Capital Outlay Fund \$902,137.36; Special Education Fund; (\$49,332.24); Pension Fund \$266,067.78; Driver's Education Fund; \$0; Food Service Fund (\$6,064.12); and Fitness Center \$4,399.64. The Board of Education approved the November 2019 Claims Against the School District, as follows: Addy Disposal, garbage service \$240.00; A-ox Welding, tank rental fees \$18.25; Anderson Publications, school news printed \$393.75; Buhl Dry Cleaning, mop care \$62.07; Century Business Products, toner \$326.76; City of Bridgewater, school & football field water expense \$280.37; Combined Building Specialties, basketball nets \$79.00; County Fair Foods, FACS supplies \$37.19; Diamond Vogel Paints, football field marking paint \$764.50; E&M Busline, pupil transportation \$22,428.16; EMC Insurance, insurance expense \$672.00; Kim Aman, Project Aware Grant Travel \$3,666.42; Fensel's Plumbing & Electric, maintenance supplies \$91.05; Golden West Telecommunications, telephone expense \$145.35; Heartland Paper, maintenance supplies \$33.00; Hillyard Floor Care, maintenance supplies \$584.92; Wes Hilton, science supplies \$270.12; Hudl, boys' & girls' basketball software \$900.00; Incidental Trust & Agency \$6,784.99 including (football referees \$823.90; Girls' Volleyball Referees/Line Judges \$1,619.11; Cross Country Meet Reg. Fees \$25.00; Jr. High Girls' VB Tourney fee \$50.00; Region Cross Country Meet Fees \$49.65; FCCLA Leadership Meeting lodging \$27.66;

homecoming supplies \$868.37; Emery Enterprise subscription \$30.05; James Valley Student Council Reg. Fee \$100.00; art supplies \$60.72; Online Music Subscription \$149.95; school board memorial \$50.00; storage for cheerleading uniforms \$71.17; Project Aware Grant supplies \$413.10; water expense \$433.75; postage expense \$68.70; District Oral Interp. Contest Fees \$240.47; All State Chorus Meals \$210.00; telephone expense \$71.00; Local Oral Interp. Contest Judge \$100.00; web hosting fee \$204.00; Dan Burnham, Basketball Assoc. dues \$75.00; Lego Team Expenses paid to Lego \$958.39 and Elementary Principal Group reg. fee \$85.00) Lawns Unlimited, blow out football field sprinkler system \$150.00; Marvin Schuldt Estate, warehouse rent expense \$150.00; Menards, maintenance supplies \$236.81; Potter Tire & Service, vehicle maintenance & repairs \$103.83; Salem Special, printing expense \$383.92; Jenelle Sigler, Project Aware Grant supplies \$139.91; Total Stop, school vehicle gas \$562.82 and supplies \$124.44; Trio Tel Communications, telephone expense \$391.03; Verizon Wireless, cell phone expense \$55.00; Visa, including Project Aware Grant supplies \$144.00; Fast Draw Basketball Software Program \$157.99; Oral Interp. Supplies \$14.68; and maintenance supplies \$44.07; Vocabulary/Spelling City, software renewal-second grade \$86.40; and Xcel Energy, electrical expense \$4,644.62. Subtotal General Fund Accounts Payable= \$45,167.42. GENERAL FUND PAYROLL: Elementary Instruction \$47,896.08; Junior High Instruction \$24,943.21; High School Instruction \$43,266.04; Online HS Instruction Services \$3,498.05; Title 1 Services \$7,375.47; 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; Administration \$25,374.38; Administrative Assistants \$3,632.93; Maintenance Services \$10,754.35; Pupil Transportation Services \$651.63; and Co-Curricular Salaries & Benefits \$5,215.23. Total General Payroll= \$182,875.84 less summer insurance payable \$193.79=\$182,682.05. GRAND TOTAL GENERAL FUND \$227,849.47. CAPITAL OUTLAY FUND: A&B Business Services, copier lease payment \$1,801.75; Hillyard Floor Care, batteries for maintenance equipment \$782.00; Incidental Trust & Agency, chairs \$335.45; Kyocera, printer \$407.00; Meyer Motor, vehicle repairs \$1,612.52; Reader's Den, library books \$122.34; River's Edge Bank, Football Field/Track Loan Payment \$19,502.04; Schulz Electric, wire concession stand stove \$1,084.20; Security State Bank, Football Field/Track Loan Payment \$19,502.04; and Liz Weber, chair \$126.74. GRAND TOTAL CAPITAL OUTLAY FUND \$45,276.08. SPECIAL EDUCATION FUND: ACCOUNTS PAYABLE: Children's Home Society, contracted services \$2,410.44; Goodcare, Occupational Therapy Contracted Services \$2,688.00; Hofer Physical Therapy, contracted services \$1,592.50; Incidental Trust & Agency, supplies \$9.90; Lifescape, contracted services \$7,062.50; Phonak, Digimaster 5000 Equipment \$2,343.99; Potter Tire & Service, gas-special ed student transportation \$307.15; Sioux Falls Wheelchair Transit, student transportation to Sioux Falls \$1,275.00; and Visa, supplies \$401.63. subtotal Special Education Fund Accounts Payable=\$18,091.11. SPECIAL EDUCATION PAYROLL: Instructional Staff Salaries \$13,743.14; Paraprofessional staff salaries \$20,343.29; substitute staff salaries \$806.32; Administrative Salaries & Benefits \$3,984.20 and pupil transportation \$677.40. Total Special Education Fund Payroll=\$39,554.35 less summer insurance payable \$54.87=Total Special Education Fund Payroll=\$39,499.48. GRAND TOTAL SPECIAL EDUCATION FUND \$57,590.59. FOOD SERVICE FUND: ACCOUNTS PAYABLE: Buhl's Dry cleaning \$100.70; Child & Adult Nutrition Services, processed commodities \$524.76; Dean Foods \$1,038.69; Reinhart Food Service, food \$4,478.18; and Total Stop Foods, food \$619.84. Subtotal Food Service Fund Accounts Payable \$6,762.17. FOOD SERVICE PAYROLL: Food Service Fund Payroll \$12,721.44 less summer insurance \$52.08=\$12,669.36. GRAND TOTAL FOOD SERVICE CLAIMS \$19,431.53. DRIVER'S ED FUND: ACCOUNTS PAYABLE: \$0. PAYROLL \$0. GRAND TOTAL-DRIVER'S EDUCATION FUND=\$0: FITNESS CENTER FUND: ACCOUNTS PAYABLE: Incidental Trust & Agency, repairs \$60.69 and Visa, replacement cables \$186.25. subtotal Accounts Payable \$246.94. SUBTOTAL FITNESS CENTER FUND=\$246.94. Total Claims Against School District \$350,394.61. Motion carried.

The Board of Education acknowledged the October 16th, 2019 Cornbelt Educational Cooperative Minutes. The Advisory Board discussed district level Special Education Program Reviews, to be held in some member districts. Administrators and Special Education Program Staff are preparing for the December 1, 2019 Special Education Student Counts, which drive the program's funding, at the district level. There was also discussion of students, in our consortium who have been classified, as homeless, due to flooding. Mr. Kueter provided the Advisory Board with an update on Medicaid and the Carl Perkin's Grant.

There were no Conflicts of Interest presented this evening.

Elementary Principal Kim Aman reported that there are approximately 35 elementary and middle school students, involved in the Lego League. The program is possible due to a donation from Cargill and parent contributions. Teachers helping with the project include Joy Berg, Wes Hilton, Jenelle Sigler, Dena Smith, and Elementary Principal Aman. Nick Schallenkamp is assisting with the Lego League Project, as part of his Senior Project. Our students enjoyed providing the Veteran's Day Programs, in honor of our Veterans. Thank you to the Diamond Care Center for providing the Trunk or Treat, for our students' enjoyment. Thank you also to the members of the Bridgewater Fire Department, for providing the Fire Safety Program, to our elementary students.

Mrs. Aman shared that our Therapy Dog, Bruce, a chocolate Lab, fills an important role with our students, providing friendship and comfort, to our students. Bruce is often requested as a Reading Partner for the PBIS Program Rewards. Bruce belongs to Jenelle Sigler, our Project Aware Counselor and has been specially trained and certified, to be a Therapy Dog.

Senior Class Representative, Jasmine Tschetter requested that the Senior Class be granted Senior Privileges, after the end of the first quarter, as they had met the testing requirements, set forth by Secondary Principal, Christena Schultz.

ACTION NO. 067-19-20

Motion by Schleich, seconded by Hofer to approve the Senior Privileges, as requested by Senior Class, for the second, third, and fourth quarters of the 2019-2020 Academic Year. Motion carried.

ACTION NO. 068-19-20

Motion by Becker, seconded by Hofer to offer the second Semester Agriculture Instructional Contract to Alex Toupal, in the amount of \$22,789.41 and \$616.41 for the second semester FFA Co-Curricular Contract. Motion carried.

The Grades 5-6 Girls' Basketball Contract was tabled this evening, as a final decision on the coach for the program, has not been made.

ACTION NO. 069-19-20

Motion by Schleich, seconded by Meyer to approve the following Public-School Exemption Forms 2019-2020-25; 2019-2020-26; 2019-2020-27; 2019-2020-28; 2019-2020-29; 2019-2020-30; 2019-2020-31; 2019-2020-32; 2019-2020-33; and 2019-2020-34. Motion carried.

Superintendent Bailey discussed a storage shed that an owner offered to sell to the school district, as the family is moving from the school district. The owner is currently asking for, significantly more than the storage shed is appraised at. He will stay in touch with the owner.

ACTION NO. 070-19-20

Motion by Meyer, seconded by Hofer to approve the purchase of a Kee-Motion Broadcasting System, through Trio Tel, of Salem. The system will provide equipment that automatically follows the players during an athletic event, without someone having to physically monitor the event. Trio-Tel will provide the equipment as part of an \$8,500.00 donation to area school districts and charge them each \$2,000.00 for annual maintenance, of the system. Motion carried.

ACTION NO. 071-19-20

Motion by Kressman, seconded by Becker to accept the Instructional Staff Resignation, of Special Education Paraprofessional, Liz Dangel, effective October 31, 2019, as presented. Motion carried.

A thank you was presented from the family of Tony Pischke, in appreciation for the memorial, sent to his family, in his honor.

School Business Manager Jansen suggested that the Projection Board Loan Balance of 2 payments of \$25,238.05 = \$50,476.10, be paid off early, to allow the school district, to recover the interest expense savings, on the loan balance. The school district has the funds available in the Projection Board Bank Account to liquidate the obligation.

ACTION NO. 072-19-20

Motion by Schleich, seconded by Kressman to pay off the remaining balance of the Projection Board Loan, as soon as possible. School Business Manager Jansen will be in contact with PNC Financing, to determine the final loan payoff amount. Motion carried.

ACTION NO. 073-19-20

Motion by Meyer, seconded by Schleich to approve the Year #2 Project Aware Grant Program Agreement, as presented. Motion carried.

ACTION NO. 074-19-20

Motion by Kressman seconded by Hofer to approve the following Project Aware Grant Budget, for Year Two of the project: Guidance Counselor salary & benefits \$64,000.00; Purchased Services \$28,915.00; Travel \$5,000.00; and Supplies & Materials \$2,800.00=\$100,715.00. Motion carried.

ACTION NO. 075-19-20

Motion by Becker, seconded by Kressman to approve the updated Code of Conduct Policy, for the Food Service Program, as presented. Motion carried.

ACTION NO. 076-19-20

Motion by Schleich, seconded by Hofer to approve the updated Food Service Procurement Plan, as presented. Motion carried.

Superintendent Bailey requested that the School Board consider compensating Assistant Cook, Joyce Fluth, for being the Head Cook, at the Emery Site, during the absence of Teresa Wagner, from October 15th through November 8, 2019.

ACTION NO. 077-19-20

Motion by Meyer, seconded by Becker to compensate Assistant Cook, Joyce Fluth an additional \$2.00 per hour, for 159.50 hours, for the period from October 15th through November 8, 2019. Motion carried.

School Business Manager Jansen presented the Fuel Consumption Report, for October 2019. The Board of Education contracted 40,000 gallons of propane at \$1.13 per gallon=\$45,200.00. In October, 930 gallons of propane were delivered at \$1.13, with a balance of contract of \$44,149.10.

School Business Manager Jansen presented the Pupil Transportation Report, for October 2019. For the 2019-2020 school year, there have been 2432 shuttle route miles; 12,244 bus route miles, and 5,417 extra-curricular miles, at an average cost of \$2.55 per mile.

ACTION NO. 078-19-20

Motion by Kressman, seconded by Schleich to adjourn the regular school board meeting at 8:35 p.m. Motion carried.

James Hanssen
James Hanssen, School Board President

Lori Jansen
Lori Jansen, School Business Manager