

BRIDGEWATER-EMERY SCHOOL DISTRICT #30-3
REGULAR SCHOOL BOARD MEETING MINUTES
FEBRUARY 14TH, 2022 at 7:30 P. M. BRIDGEWATER SITE-BOOK ROOM

The February 2022 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, Elementary Principal Aman, and School Business Manager Lori Jansen. Secondary Principal Schultz were unable to attend.

ACTION NO. 098-21-22

Motion by Harberts, seconded by Schleich to approve the February 14th, 2022 School Board Meeting Agenda as presented. Motion carried.

ACTION NO. 099-21-22

Motion by Schleich, seconded by Becker to approve the January 12th, 2022 Bridgewater-Emery Regular School Board Meeting Minutes, as presented. (2) The January 2022 Bridgewater Emery School District Financial Statement was approved as follows: **Opening Balances:** General Fund: \$1,370,117.23; Capital Outlay Fund: \$1,527,400.66; Special Education Fund: \$120,841.75; Driver's Education: \$253.10; Food Service Fund: -\$9,657.13; and Fitness Center: \$10,413.44. **January Receipts:** General Fund- Taxes received \$8,323.00; interest payment \$248.49; State Government \$125,204.49; and Local Revenue \$4,858.00. Total General Fund Receipts \$138,633.98. Capital Outlay Fund-taxes received \$5,407.66; Projection Board Payments \$1,000.00; and Cargill-CTE Building Donation \$50,000.00 = Total Capital Outlay Receipts= \$56,407.66. Special Education Fund: Taxes Received \$3,303.16 and State Government \$1,581.07=Total Special Education Receipts \$4,884.23; Food Service Fund: State Revenue \$26,253.19 and Local Revenue \$1,317.60 =Total Food Service Receipts \$27,570.79. Driver's Education Fund: Local Revenue \$0=Total Driver's Education Fund \$0. Fitness Center: Revenue \$265.00. Total Fitness Center Receipts=\$265.00. Total January 2022 Revenue =\$227,761.66. **Manual Journal Entries:** Food Service, Online Payment Fee Adjustment -\$2.25. Total Manual Journal Entries -\$2.25. **January Expenditures:** General Fund: Accounts Payable \$35,378.38 and Payroll \$188,001.64= General Fund Expenditures \$223,380.02. Capital Outlay: Accounts Payable \$46,753.89. Total Capital Outlay Expenditures \$46,753.89; Special Education: Accounts Payable \$35,948.31 and Payroll \$42,121.78=Special Education Fund Expenditures \$78,070.09; and Food Service Fund: Accounts Payable \$9,426.54; Online payments monthly fee \$27.95; and Payroll=\$10,844.28. Total Food Service Expenditures=\$20,298.77. Fitness Center Fund: Accounts Payable \$0. Total Fitness Center Expenditures \$0. January 2022 Total Expenditures \$368,502.77. **Ending Balances:** General Fund; \$1,285,371.19. Capital Outlay Fund \$1,537,054.43; Special Education Fund; \$47,655.89; Driver's Education Fund; \$253.10; Food Service Fund: -\$2,387.36; and Fitness Center \$10,678.44. The Board of Education approved the February 2022 Claims Against the School District, as follows: A-Ox Welding, tank rental fees \$20.52; Buhl's Dry Cleaning, maintenance mops \$60.85; Churchill, Manolis & Freeman, audit correspondence letter \$137.50; City of Bridgewater, water expense \$353.20; Core Educational Cooperative, Online Classes-second semester \$2,275.00; E&M Busline, pupil transportation \$20,666.66; Fensel's Electrical Supply, maintenance supplies \$120.49; Fisk's Heating & Cooling, furnace filters \$408.16; Golden West Telecommunications, telephone expense \$211.36; Hillyard Floor Care, maintenance supplies \$880.49; Incidental Trust & Agency \$5,010.03 including (Girls' & Boys' Basketball Referees \$3,179.00; Lingo Communications, telephone expense \$86.75; Notary Bond & 5 yr insurance renewal \$360.00; postage stamps \$58.00; Hanson School-Jr High GBB Tourney Fee \$75.00; Project Aware-Student Incentive Supplies \$255.41; City of Emery, water expense \$614.50; HS Stock Simulation Game Registration \$80.00; Region 1 Act Play Reg. Fee \$198.93; and Dayna Jones, Kindergarten Maintenance supplies \$102.44.); Innovative Office Solutions, maintenance supplies \$98.53; Jostens, Graduation Supplies \$93.90; Marvin Schuldt Estate, warehouse rent expense \$150.00; Menards, maintenance supplies \$102.56; New Century Press \$624.77; Pepper at Eckroth, music supplies \$167.98; PM Music, One Act Play-Stage Lighting \$1,228.00; Poppler's Music, supplies \$145.75; Riverside Technologies, Smart AC Adapter \$90.00; Schmitt Pumping, drain cleaning services \$225.00; SD 811, cell phone-emergency paging \$2.10; SD Dept. of Health, county health nurse services \$448.00; Sungold Sports,

State 1; Act Play Trophy engraved \$13.50; Teacher Innovations, Teacher-Planbook subscriptions \$424.13; Total Stop, school vehicle gas \$341.92; Alex Toupal, maintenance supply reimb. \$10.98; Trio Tel Comm., telephone expense \$370.74; United Laboratories, maintenance supplies \$48.01; Visa supplies \$167.90; Visa-Project Aware Supplies \$1,695.45; and Xcel Energy, electrical expense \$5,675.31. Subtotal General Fund Accounts Payable= \$42,268.79 GENERAL FUND PAYROLL: Elementary Instruction \$51,464.68; Jr. High Instruction \$24,578.48; High School Instruction \$43,597.89; Online Class E-mentor Salaries \$5,310.88; 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 \$887.86; Technology Services \$1,914.06; Administrative Assistants \$4,145.55; Administration \$28,304.35; Maintenance Program with Deductions \$9,572.76; Transportation \$36.77; and Extra Curricular \$10,122.89. Total General Payroll= \$194,005.86 less \$269.43 summer insurance accrual=\$193,736.43. GRAND TOTAL GENERAL FUND \$236,005.22. CAPITAL OUTLAY FUND: A&B Business Services, copier lease payment \$1,790.20; Hobart Sales & Service, Food Service Dishwasher Repairs \$587.94; Meyer Motor, vehicle repairs \$184.66; Plum Creek Cabinets Plus, Food Service Walk In Cooler materials & labor \$3,040.82; Schulz Electric, LED Lighting Update-Multi Purpose Gym & Elem. Gym \$8,001.97; T-Rex Plumbing, repairs \$279.99; Viking Glass, replacement doors \$9,290.69; and Visa-Library Books \$499.31. Subtotal Capital Outlay Fund \$23,675.58. Total Capital Outlay Fund=\$23,675.58. SPECIAL EDUCATION FUND: Career Connections, Contracted Services \$204.06; Children's Home Society, Contracted Services \$5,846.73; Goodcare, Contracted Services \$4,928.00; Hofer Physical Therapy, contracted services \$1,350.00; Lifequest, contracted services \$1,680.00; and Total Stop Foods, Student Transportation gas \$1,499.55. Subtotal Special Education Fund=\$15,508.34. SPECIAL EDUCATION PAYROLL; Instructional Salaries & Benefits \$15,048.73; Paraprofessional Salaries & Benefits \$21,379.50; Administrative Salaries & Benefits \$4,147.04 and Pupil Transportation \$3,156.23. Total Special Education Fund Payroll=\$43,731.50 less Summer Insurance Payable \$240.25=\$43,491.25. GRAND TOTAL SPECIAL EDUCATION FUND \$58,999.59. FOOD SERVICE FUND: ACCOUNTS PAYABLE: Buhl's Dry Cleaning, services \$92.15; East Side Jersey Dairy, dairy projects \$1,238.01; Incidental Trust & Agency, processed commodities \$445.13; Performance Foods, food & supplies \$8,485.28; and Total Stop Foods, food \$471.08; Subtotal Food Service Fund \$10,731.65. FOOD SERVICE PAYROLL: Salaries & Benefits \$11,282.31. Total Food Service Fund Payroll=\$11,282.31. GRAND TOTAL FOOD SERVICE FUND \$22,013.96. DRIVER'S ED FUND: ACCOUNTS PAYABLE: None. PAYROLL \$0. GRAND TOTAL-DRIVER'S EDUCATION FUND=\$0: FITNESS CENTER FUND: ACCOUNTS PAYABLE: Push-Pedal-Pull, fitness equipment \$6,409.00. GRAND TOTAL-FITNESS CENTER FUND \$6,409.00. Total Claims Against School District \$347,103.35. Motion carried.

The Board of Education acknowledged the January 19th, 2022 Cornbelt Educational Cooperative Minutes. The Advisory Board accepted the Resignation of Tamora Dalin-SLP, at the conclusion of the 2021-2022 Academic Year. Mr. Kueter discussed the December 1st Child Count, Fall Enrollment Numbers, Staff Contract Negotiations and the Fiscal Year 2022-2023 Preliminary Budget.

There were no Conflicts Of Interest presented, this evening. There was no Jr. High/ High School Principal Report, provided this evening.

Elementary Principal Aman shared fun highlights from the Elementary Students celebrating their 100th day of school and Rock Your Socks Day. The Fifth Grade Class recently enjoyed their field trip to the SD Symphony Orchestra Performance, in Sioux Falls.

Superintendent Bailey discussed ongoing Corona Virus Mitigation Strategies.

Superintendent Bailey provided an overview of the 2022-2023 School Year Academic Calendar Development.

The Administration and Board of Education discussed the CTE Building Project Planning.

The Bridgewater Emery School District CTE Building Project received a \$50,000 Donation from Cargill, through their Cargill Cares Grant. The CTE Teachers who prepared the application were Frankie

Nelson, Alex Toupal, Jeff VanLeur, Connie Whistler, and Jessie Yttreness. The Administration and Board of Education wishes to thank Cargill for this generous donation, on behalf of our students, staff, and community.

The Bridgewater Emery School District also received a \$10,000 Grant through Farm Credit Services of America's Working Here Fund for hunger and nutrition. The school district will utilize the funds to create a new learning environment for the CTE Departments.

Superintendent Bailey stressed the importance of utilizing a Construction Manager to oversee the CTE Building Project. An experienced Construction Manager will have expertise in securing the materials needed, in a timely manner, especially with the current supply chain issues.

ACTION NO. 100-21-22

Motion by Becker, seconded by Meyer to approve the Advertisement for the CTE Building-Construction Manager Services, to be advertised, in the Bridgewater Tribune and the Emery Enterprise, for two weeks. The Bridgewater Emery School District 30-3 is soliciting a Construction Manager at Risk Services from interested firms for the construction of a new Career and Technical Education (CTE) Building. Interested Firms wishing to be considered for providing Construction Manager at Risk Services should submit a proposal, with a Statement of Qualifications including a description of experience and performance of 3 comparable projects completed, with owner contact information for references. Please provide details of your tools and techniques for scheduling, estimating, budgeting, bid package Development, and cost control methods. You will also need to provide verification of your firm's bonding capacity. Provide any additional information you feel is relevant to showing your firms capabilities.

Interested firms must submit their proposals in a sealed envelope labeled "Construction Manager at Risk Proposal" to the Bridgewater Emery School District Business Office, 130 N. 6th St, Emery, SD 57332 by 4:00 PM on Friday, March 4th. Please submit 7 hard copies and 1 digital copy for the Bridgewater Emery School District to review. It is the responsibility of the firm submitting the proposal to obtain complete information on the project and proposal acceptance criteria from the Bridgewater Emery School District. For additional information please contact Supt. Jason Bailey at 605-449-4271 or *via* email a jason.bailey@k12.sd.us.

Evaluation criteria for submitted proposals will include the following, therefore, submitted proposals must clearly demonstrate or describe the qualities below. 1. Specialized expertise, capabilities, and technical competence, as demonstrated by the proposed approach and methodology to meet the project requirements. 2 Record of past performance, including budget and cost control data from previous projects, quality control procedures, ability to meet project schedules, and contract administration. 3. Resources available to perform work, including any specialized services, including proposed personnel and proposed management techniques for this project. 4. Ability and proven history in handling special project constraints. 5. Familiarity and availability with project location. The Bridgewater Emery School District will not be responsible for any costs associated with preparing RFP's that are not accepted. Motion carried.

The Gym Lighting Project, for the Jr. High/High School Multi-Purpose Gym and the Elementary Gym, has been completed by Schulz Electric. Not only will the lighting project be more cost effective, it is also much brighter in the Gym Facilities, for our students and staff.

The Marion School District and Freeman Academy will not be participating in the SEAHAWKS Football Cooperative, for the 2022-2023 Academic Year. An updated football cooperative agreement, which reverts the SEAHAWK Cooperative to a Football Cooperative between the Bridgewater Emery School District and the Ethan School District, is being prepared.

Superintendent Bailey provided an update on pending legislation, in the 2022 SD. Legislative Session.

School Business Manager Jansen reported that the following instructors will make up the Fiscal Year 2022-2023 Instructional Staff Negotiation's Team: Mary Ernster, Stephanie Marquardt, Frankie Nelson, Cari Terveen, and Nicole Van Leur.

School Board Chairman James Hanssen appointed the following School Board Members, to attend the Spring 2022 Equalization Meetings: City of Emery-Equalization Meeting-Board Member Kelsha Hanssen; City of Bridgewater-Equalization Meeting-Board Member Carolyn Meyer; and Union Township Meeting-Board Member Dale Becker.

ACTION NO. 101-21-22

Motion by Kressman, seconded by Hofer to offer the Assistant Boys' and Girls' Golf Coach Contract to Sultan Lewis, per the 2021-2022 Instructional Staff Negotiated Agreement, in the amount of \$1,367.82. Motion carried.

School Business Manager Jansen reported that the Fiscal Year 2020-2021 Financial Audit field work, has been completed.

Budget Preparation for Ftiscal Year 2022-2023 is underway, with departmental budget information due into the School Business Office on Tuesday, March 29th, 2022.

The Administration and Board of Education discussed Capital Outlay Fund Priorities, for Fiscal Year 2022-2023.

School Business Manager Jansen provided a Fiscal Year To Date Budget Report.

For the January 2022 Pupil Transportation Report, the school district has incurred 5,248 shuttle miles, 20,165 route miles, and 5,264 extra-curricular miles, at a fiscal year to date cost of \$91,537.72.

The Fuel Consumption Report for January 2022 was presented.

School Business Manager Jansen received notification from US Bank, that the paying agent services for the High School Gym Bonds, will now be provided by US Bank Trust Company. The company does not anticipate any operational changes, with the transition process.

School Board Members were presented with Certificates of Appreciation and Cookies from the Bridgewater Emery Student Boosters, in appreciation of their dedicated service to the students and staff, of the Bridgewater Emery School District.

School Business Manager Jansen presented the Supply Chain Assistance Stipend Amount of \$10,921.21, which the school district will receive in April 2022, to compensate SD School District Food Service Programs, for additional costs incurred in procuring food for the 2021-2022 School Year. According to SD Child & Adult Nutrition Services staff, the funds can be spent during the 2022-2023 School year to purchase food items in their original form, such as meat, milk, fruit, and vegetables. The school district will record the supply chain assistance as a pre-paid asset, and make journal entries to expense the prepaid asset, as it is being used up.

ACTION NO. 102-21-22

Motion by Harberts, seconded by Hofer to approve 2 Student Open Enrollment Applications-Numbers OE 2021-2022-14 and OE 2021-2022-15 for 2 student enrollments, into the Bridgewater Emery School District. Motion carried.

ACTION NO. 103-21-22

Motion by Hofer, seconded by Harberts to go into Executive Session, per SD Codified Law 1-25-2 (1) to perform the annual evaluation of Superintendent Jason Bailey, at 8:42 p.m. Motion carried. School Board Chairman James Hanssen declared the Executive Session ended at 9:02 p.m.

ACTION NO. 104-21-22

Motion by Harberts, seconded by Becker to offer an Administrative Contract, to Superintendent Jason Bailey, for the 2022-2023 Fiscal Year, with the contract terms, to be negotiated, at a later date.
Motion carried.

ACTION NO. 105-21-22

Motion by Kressman, seconded by Schleich to adjourn the regular school board meeting at 9:04 p.m.
Motion carried.

James Hanssen, School Board President

Lori Jansen, School Business Manager