

HILL CITY SCHOOL DISTRICT 51-2
 OF PENNINGTON COUNTY
 HILL CITY, SOUTH DAKOTA 57745

On July 14, 2014, the annual/regular meeting of the Hill City Board of Education was held at 6:00 p.m. in the high school building room #202. The following members were present: President Owen Wiederhold, Cydnee Gruszynski (by telephone), Bill Bennett, Darrell Sullivan and Mike Welu.

Also present: Mike Hanson, Jane Edlund, Jeff Anderson and Vicky Gednalske; Patrons: Lark Bennett and Jacob Iverson.

All motions in these minutes carried by unanimous vote unless otherwise recorded.

APPROVAL OF AGENDA: Motion by Welu, second by Sullivan to approve the July 14, 2014, agenda as amended with contract approval added under new business item B. 1) extra duty contracts; 2) Laura Jacobson; 3) Bobbi Morrison; 4) Chris Kuehler.

MINUTES: Motion by Bennett, second by Welu to approve the minutes of June 9, 2014, as submitted. Motion by Sullivan, second by Welu to approve the minutes of June 16, 2014, (special board meeting) as submitted.

BUDGET HEARING: Review of the preliminary 2014-2015 budget. The budget will be adopted at the September meeting. Motion by Bennett, second by Welu to approve the 2014-2015 preliminary budget as reviewed tonight.

FINANCIAL REPORTS: The following report of cash transactions was presented for the month of June 2014:

	GENERAL FUND	CAPITAL OUTLAY	SPECIAL EDUCATION	LUNCH FUND
BAL: 06/01/2014	945,261.46	1,046,617.50	347,904.23	-6,682.13
RECEIPTS				
LOCAL SOURCES:				
TAXES	165,789.80	49,112.36	32,027.05	
M.H. TAXES	1,707.57	518.02	337.82	
PRIOR TAXES	5,917.52	1,630.86	1,081.29	
PENALTIES//INT.	1,560.19	456.90	312.20	
INT. EARNED	12.72			.11
ADMISSIONS				
OTHER REV.	1,433.96			373.28
MEDICAID PMTS.	6,554.65		877.00	
SALE OF TICKETS:				
PUPILS				93.80
MILK				
ADULT				164.00
COUNTY SOURCES:				
COUNTY APPORT.	2,285.01			
IN LIEU OF TAXES				

STATE SOURCES:	1,946.85			
RESTRICTED GRANTS				
FEDERAL SOURCES:				
TITLE I	22,736.00			
COMMODITY REIMB			972.18	
OTHER FED. GRANTS	884.44			
MAY CLAIM				8,013.51
TITLE II PART A	3431.00			
SALE OF FIXED ASSETS		1,032.89		
TRANS FROM GF				20,000.00
TOTAL REV.:	214,259.71	52,751.03	34,635.36	29,616.88
TOTAL EXP.:	247,648.29	23,506.30	81,226.53	13,954.46
BALANCE: 06/30/2014	911,872.88	1,075,862.23	301,313.06	8,980.29

	PENSION FUND	TRUST & AGENCY	IMPACT AID
BAL: 06/01/2014	170,376.58	58,101.36	2,183,902.77
TOTAL REV.:	6,544.52	21,104.92	313.34
TOTAL EXP.:	141,649.50	17,639.15	0.00
BAL: 06/30/2014	35,271.60	61,567.13	2,184,216.11

Motion by Sullivan, second by Welu to approve the financial reports as presented.

CLAIMS: GENERAL FUND: Salaries: 227,605.37; First Western Bank: matching OASI, 17,220.95; SD Retirement: matching, 13,362.79; Wellmark: 26,468.94; Delta Dental: 2,115.42; A & B WELDING SUPPLY, INC, WELDING SUPPLIES, 51.15; A&B BUSINESS SOLUTIONS, INC, COPIER MAINTENANCE & SUPPLIES, 1,299.30; AdvancED, ACCREDITATION EXTERNAL REVIEW, 3,639.54; AdvancED, INC, ACCREDITATION FEES, 1,950.00; ASBSD, FEES, 1,157.99; BELLE FOURCHE SCHOOL DISTRICT, FEES, 113.33; BESTCHEM & CO, LLC, MISC SERVICES, 624.10; BHSU - CAMSE, MODULE RENTAL/REFURBISH, 176.11; BLACK HILLS POWER INC, OP ELECTRICITY, 9,597.84; CHRISTIAN, BRYON, AP CONF: MEALS, 184.00; CITY OF HILL CITY, WATER/SEWER BILLING, 537.86; CULLIGAN, WATER SOFTENER RENTAL, 25.00; CUTLER, NATALIE, MISC REIMBURSEMENT, 227.35; DOUGHERTY & COMPANY LLC, FINANCIAL SERVICES, 500.00; ELITE AUTO DETAILING, AUTO DETAILING, 400.00; EXXON MOBIL, GAS CHARGES, 437.75; FIRST NATIONAL BANK IN SIOUX FALLS, PAYING AGENT FEE, 500.00; FIRST WESTERN INSURANCE, INSURANCE PREMIUMS, 734.57; FLOORING AMERICA, TILE REPAIR, 1,391.70; GOLDEN WEST TECHNOLOGIES, MAINTENANCE, 7,500.00, SUPPLIES, 194.00; GUNDERSON, PALMER, NELSON, LEGAL SERVICES, 15.00; HAGGERTY'S MUSICWORKS, MUSIC SUPPLIES, 95.00; HAMILTON, RICHARD, AP CONF: MEALS, 184.00; HART RANCH, GOLF TEAM FEES, 1,400.00; HCHS LETTER CLUB, MISC, 180.00; HEART OF THE WEST CONOCO, SUPPLIES, 15.92; HILL CITY HARDWARE HANK, MISC SUPPLIES, 1,013.56; HILL CITY PREVAILER NEWS, PRINTING/LEGAL PUBLICATIONS, 214.72; HILL CITY SCHOOL T & A FUND, REIMBURSE INCIDENTAL (Delta Dental, Elem ESL Insurance Premiums, 21.88; SD School Insurance Trust, Elem ESL Insurance Premiums, 293.67; SD School Insurance Trust, MS Insurance Premiums, 888.00; Delta Dental, MS ESL Insurance Premiums, 21.88; SD School Insurance Trust, MS ESL Insurance Premiums, 293.67; Delta Dental, HS ESL Insurance Premiums, 21.88; SD School Insurance Trust, HS ESL Insurance Premiums, 293.66; Delta Dental, Library Insurance Premiums, 32.82; Horace Mann, Flexible Benefit Admin Fees (Jun), 36.00; Hill City School Petty Cash, Postage, 108.12; Buchholz, Braidyn, VOID CHECK State Track: Meals, -73.00), 1,938.58; KING, GEORGE, MISC REIMBURSEMENT, 15.26; KRULL'S MARKET, SUPPLIES/GROCERIES, 98.52; LEWIS, PATRICIA, MISC REIMBURSEMENT, 37.54; MASTERCARD, CHARGE CARD, 274.00; MEYER, DANIELLE ANN, MISC REIMBURSEMENT, 47.83; NAFIS, MEMBERSHIP DUES, 617.00; NEXT GENERATION ASSESSMENT LLC, ASSESSMENT SERVICES, 1,947.50; ORBITCOM, INC, PHONE SERVICE, 774.86; PJ TECHNOLOGIES, INC, TECHNOLOGY MAINTENANCE, 160.00; RAPID FIRE PROTECTION, INC, FIRE ALARM & SPRINKLER INSPECTION, 1,475.00; RIDDELL, SPORTS EQUIPMENT, 1,159.56; RAGA, KENNETH, MISC REIMBURSEMENT, 191.59; RONISH, CHAD, AP CONF: MEALS, 184.00; ROTH, SUSAN, AP CONF: MEALS, 184.00; SANDER SANITATION SERVICE INC, OP GARBAGE DISPOSAL, 658.18; SHI, SOFTWARE RENEWAL, 5,844.78; SOUTH DAKOTA COUNSELING ASSOCIATION, FEES, 115.00; SOUTH DAKOTA LIBRARY NETWORK, ANNUAL REMOTE MEMBER FEES, 337.50, STATE REMITTANCE CENTER, NURSING SERVICES, 514.00; STERN OIL COMPANY, INC, OP HEAT, 5,714.59; SUPREME SCHOOL SUPPLY, SUPPLIES, 129.57; THYSSENKRUPP ELEVATOR CORPORATION, ELEVATOR MAINTENANCE, 512.24; TIE, FEES, 988.00; TIME EQUIPMENT RENTAL & SALES, INC, EQUIP RENTAL, 283.05; USPS-HASLER, POSTAGE, 6,000.00; VERIZON WIRELESS, CELL PHONE SERVICE, 401.78; WEX BANK, GASOLINE CHARGES, 291.43; **GENERAL FUND TOTAL: 352,028.62;**

CAPITAL OUTLAY: ACTION MECHANICAL INC, CARE/UPKEEP, 2,890.00; DAKOTA BUSINESS CENTER, SCHOOL FURNITURE, 1,790.40; FIRST NATIONAL BANK IN SIOUX FALLS, CERTIFICATE PAYMENTS, 267,092.50; FLOORING AMERICA, CARPETING, 11,388.42; RIDDELL, UNIFORMS, 6,023.74; TECHNOLOGY CENTER, TECHNOLOGY EQUIP,

179.00; UNIVERSAL ATHLETIC SERVICE, INC, UNIFORMS, 1,970.64; WELLS FARGO EQUIPMENT FINANCE, COMPUTER LEASE, 65,608.70; **CAPITAL OUTLAY TOTAL: 356,943.40;**

SPECIAL EDUCATION FUND: Salaries: 46,479.88; First Western Bank: matching OASI, 3,478.74; SD Retirement: matching, 2,657.31; Wellmark: 2,483.71; Delta Dental: 200.86; BLACK HILLS SPECIAL SERVICES, FEES, 440.00; BLACK HILLS WORKS, SE SERVICES, 718.50; CUSTER REGIONAL HOSPITAL, PT & OT SERVICES, 4,693.08; EXXON MOBIL, GAS CHARGES, 51.87; HILL CITY SCHOOL T & A FUND, REIMBURSE INCIDENTAL (Delta Dental, SPED Insurance Premiums, 361.02; SD School Insurance Trust, SPED Insurance Premiums, 4,722.00), 5,083.02; KRULL'S MARKET, SUPPLIES/GROCERIES, 111.13; LANGENBAU, KAMI, MISC REIMBURSEMENT, 12.85; MULLER, MEGHAN, MILEAGE REIMBURSEMENT, 236.80; SCIENTIFIC LEARNING CORPORATION, SOFTWARE, 1,400.00; SD DEPT OF HUMAN SERVICES, SE SERVICES, 1,758.84; WORD OF MOUTH, INC., SPEECH THERAPY, 950.80; **SPECIAL EDUCATION TOTAL: 70,757.39;**

FOOD SERVICE: Salaries: 6,883.79; First Western Bank: matching OASI, 526.62; SD Retirement: matching, 408.89; Wellmark: 1,118.00; Delta Dental: 65.64; CASH-WA DISTRIBUTING, FOOD, SUPPLIES, 312.63; DEAN FOODS NC, DAIRY PRODUCTS, 470.02; DUBOIS, ROXANN, MILEAGE REIMBURSEMENT, 47.36; EXXON MOBIL, GAS CHARGES, 21.78; HILL CITY SCHOOL T & A FUND, REIMBURSE INCIDENTAL (Delta Dental, Food Service Insurance Premiums, 32.82; SD School Insurance Trust, Food Service Insurance Premiums, 270.00; Linstrom, Judith, Lunch Money Refund, 119.20), 422.02; VERIZON WIRELESS, CELL PHONE SERVICE, 80.38; KRULL'S MARKET, SUPPLIES/GROCERIES, 42.52; PAN-O-GOLD BAKING CO, BAKERY PRODUCTS, 84.12; RAPID CITY AREA SCHOOL DISTRICT, FOOD, SUPPLIES, 136.70; SERVALL TOWEL LINEN, SUPPLIES/LAUNDRY, 14.98; **FOOD SERVICE TOTAL: 10,635.45.**

Motion by Welu, second by Bennett to approve the above listed claims.

AUDIENCE WITH INDIVIDUALS: Jacob Iverson, Harlow's, discussed with the board the sale of Sturgis Bus to Harlow's.

OLD BUSINESS: Authorize superintendent to advertise for a Certified Athletic Trainer: Motion by Sullivan, second by Welu to authorize the superintendent to advertise for a Certified Athletic Trainer.

Recess Meeting: President Wiederhold called for a recess of the meeting at 6:50 p.m. and Business Manager Jane Edlund called the meeting back to order at 6:51 p.m.

Oath For Newly Appointed Board Member: The Oath of Office was given to Mike Welu. Mike will serve a three year term.

Elect Officers For 2014-2015: President and Vice President: The business manager declared nominations open for president. Mike Welu nominated Owen Wiederhold. Motion by Welu, second by Sullivan that nominations cease and Owen Wiederhold be declared president. Owen Wiederhold assumed presidency at this time. Mike Welu nominated Cydnee Gruszynski as Vice President. Motion by Welu, second by Sullivan that nominations cease and Cydnee Gruszynski be declared vice president.

Appoint Business Manager: Motion by Sullivan, second by Welu to appoint Jane Edlund as the business manager for the 2014-2015 school year.

Annual Business: Motion by Welu, second by Bennett to approve annual business items 1 through 35 for the 2014-2015 fiscal year:

1. Board Meetings: Second Monday, high school building room 202, 6:00 p.m.
2. Rules of Order for Board Meetings: Roberts Rules of Order except when in conflict with applicable state, local, or federal statute.

3. Compensation for Bd. Mtgs: Reg. & Special & Convention Attendance=\$60.00 per day, all other meetings at \$60.00 per full day and \$30.00 per half day.
4. Tech Committee: Bill Bennett and Mike Welu appointed to the Technology Committee.
5. Transportation Committee: Bill Bennett and Cydnee Gruszynski appointed to the Transportation Committee.
6. Bldg. Committee: Owen Wiederhold and Darrell Sullivan appointed to the building committee.
7. BHSS Co-op: Darrell Sullivan appointed to Black Hills Special Service Cooperative and Cydnee Gruszynski as alternate.
8. ASBSD Delegates: Owen Wiederhold appointed delegate for ASBSD convention. Cydnee Gruszynski appointed as alternate.
9. Legal Newspaper: Hill City Prevailor
10. Official Depository: First Interstate Bank
11. Bond Amounts: \$50,000.00 for Business Mgr.; \$10,000.00 each for Supt. and Lunchroom Aide; blanket bond for all other employees at \$5,000.00 each.
12. Administrators of Agency Accounts: Supt. and Business Manager
13. Finance Officer of the Budget: Superintendent
14. Director of all Federal Programs and person to sign for all grants, federal and otherwise: Superintendent
15. Authorize the superintendent of schools to apply for Federal Impact Aid under Section 8002 and/or other applicable sections plus any other federal and state dollars which may become available to the Hill City School District.
16. Dues paid to organizations and/or expenses for travel of employees and/or representatives of Hill City School District while doing business related to maintaining funding from federal programs such as, but not limited to, Stumpage Dollars and Impact Aid shall not be paid from federal monies. Local tax monies or dollars other than federal monies (not to exceed \$40,000.00 annually) will be used for this purpose.
17. Investment of Monies: Pursuant to SDCL 4-5-8 it is the policy of the Hill City School District 51-2, Hill City, South Dakota, to invest idle public funds in a manner to meet the daily cash flow demands of the school with the primary objectives, in priority order, being: a) Safety b) Liquidity and c) Return. The board of education hereby authorizes the business manager of Hill City School District to invest in c.d.'s, savings accounts, interest bearing checking accounts, or IMMIA accounts, any monies that are not obligated for the period of time that is

appropriate, in an investment that yields the highest interest and which investments meet SDCL and recommended auditing regulations. These investments can be made at the First Interstate Bank and South Dakota Public Funds Investment Trust (FIT) but are not limited to these two agencies. All interest received from said investments shall be prorated into the fund which earned the interest.

18. Faculty Travel Expenses: Mileage reimbursed at current state rate.
- * **In-State Rates:** \$5.00 for breakfast, \$9.00 for lunch, \$12.00 for supper; actual costs up to \$46.50 plus tax for lodging. Lodging which cannot be secured at state rate will be paid at invoiced cost.
 - * **Out of State Rates:** Breakfast=\$8.00, Lunch= \$11.00, Supper=\$17.00.
 - * **Student meal reimbursements (Overnight Travel and State Level Competition Only):** \$5.00 for breakfast, \$9.00 for lunch, \$12.00 for dinner.
19. Petty Cash Funds: A petty cash fund will be established at \$50.00.
20. Incidental Account: An amount of \$2,000.00 will be established within the Agency Account. Guidelines: To be used for payment of referees, entry fees and workshop fees for students, travel advances for employees and students, payment for invoices up to \$300.00 to persons/businesses who cannot wait for board approval.
21. Surplus Properties: Supt., Business Mgr., and board president are authorized to purchase items from SD Federal Property Agency, with approved purchase orders.
22. Bids: Advertise for bread, milk, all fuels (fuel oil and propane) to be opened at the August meeting.
23. Starting Salaries: The Classified Starting Salary Schedule lists starting salaries.

JOB TITLE	Per hour starting salary
Administrative Clerk	\$10.95
Secretaries & Assistant Lunchroom Mgr.	\$10.50
Custodians/Certified Cook/Baker	\$9.80
Para Professional	\$10.00
Bilingual Translator	\$10.25
Substitute Para/Daily Temporary Help	\$9.75

If the need arises, the Superintendent of Schools may evaluate experience and qualifications to compute a beginning salary and/or hire a new position subject to board approval.

24. Remuneration: Recommend remuneration of \$12.00 an hour for kitchen workers at activities other than regular school lunches. This amount to be paid by sponsoring organizations.

25. Substitute Pay: \$80.00 per day teacher substitute if individual holds or has held a teaching certificate.
\$70.00 per day teacher substitute if individual is non-certified.
\$ 9.75 per hour for classified substitute

26. Hot Lunch/Breakfast Prices:

- * Lunch: K-5=\$2.75 per meal;
- * Lunch: 6-12=\$3.00 per meal;
- * Lunch: Adults=\$3.75 per meal;
- * Breakfast: K-12=\$1.75 per meal;
- * Breakfast: Adults=\$2.50 per meal;
- * Milk=\$.40 per half pint container;

*EZSchoolPay parent/guardian minimum transaction at \$25.00 and maximum at \$150.00 with a \$3.50 service fee per transaction.

27. Admission Charges: * Regular season event: \$3.00 for K-12 students, \$5.00 for adults; \$1.00 K-12 advanced purchase ticket
* Adult Season Pass: \$50 for adult regular sea
* Student Season Pass: \$25.00
* Free Senior citizen passes will be issued upon request for those 62 years of age or older.
* Playoff event admission prices according to SDHSAA guidelines.

28. EXTRA DUTY PAY SLIPS:

Officials:

- * 7th/8th Basketball games, \$40.00 (2 games);
- * 7th/8th Football games, \$40.00 (2 games);
- * 7th/8th Volleyball games, \$40.00 (2 matches);
- * 9th Basketball, \$30.00;
- * 9th Football, \$30.00;
- * 9th Volleyball, \$30.00;
- * JV Basketball, \$30.00;
- * JV Volleyball, 30.00;

Scorers/Announcer/Clock:

- * 7th/8th Basketball games, \$20.00 (2 games);
- * 7th/8th Football, \$20.00;
- * 7th/8th Volleyball, \$20.00 (2 matches);
- * 9th Basketball, \$10.00;
- * 9th Football, \$10.00;

- * 9th Volleyball, \$10.00/match;
- * JV-Basketball, \$15.00;
- * JV-Football, \$15.00;
- * JV-Volleyball, \$15.00;
- * JV-Wrestling, \$15.00;
- * Var-Wrestling, \$15.00;
- * Var-Basketball, \$15.00;
- * Var-Football, \$20.00;
- * Var-Volleyball, \$15.00;
- * Chain Crew for FB: 7th/8th FB, \$15.00; JV-FB, \$15.00; Var-FB, \$25.00.

29. Ticket-takers at High School Events: Community groups or school activity clubs taking tickets at authorized high school events, as designated by the superintendent or building principal shall be paid \$40.00 per event. Double-header basketball events shall be paid \$80.00.

30. Supervision at School Events: Supervision at authorized school events as designated by the superintendent or building principal shall be \$50.00 per event and \$100.00 for an all day event.

31. Smoking Areas: All Hill City School District buildings, grounds, school activities, and vehicles are smoke free.

32. PL 874: Authorization for PL 874 resolution to take survey of federally connected students, if needed.

33. Authorize Superintendent Hanson to cancel school or call for an early dismissal or late start school due to weather conditions.

34. Administrative Assignments:

- | | |
|---------------------------------|----------------|
| a. Title I, III, REAP,ELL | Hanson/Johnson |
| b. Title IX | Hanson |
| c. PL 94-142 SPED | Johnson |
| d. Section 504/ADA Coordination | Johnson |
| e. Impact Aid/Forest Lands | Hanson/Edlund |
| f. Asbestos | Anderson |

35. Advisory Groups: The Hill City Board of Education recognizes the following advisory committees for 2014-2015: PIPTO, AdvancED Steering Committee

NEW BUSINESS: Resignations: Motion by Welu, second by Gruszynski to approve the following resignations for the 2014-2015 school year: Kelsey Kidwiler, with liquidated damages of \$250.00; Rhonda Prince, with liquidated damages of \$250.00; Abby Jones, MS Special Education Aide and Shawn Woodward, MS Girls Basketball Coach.
Contracts: District Property and Casualty Insurance: Motion by Welu, second by Sullivan to renew the property and casualty insurance through First Western Insurance for the 2014-2015 school year. **2014-2015 Contracts:** Motion by Bennett, second by Welu to issue contracts for the 2014-2015 school year to the following: Laura Jacobson, teacher,

\$33,742.80/year; Bobbie Morrison, teacher, \$34,957.80/year; Jeff Anderson, MS Boys FB, \$2,834.40/season; Laramie Harvey, Asst. HS Girls Basketball, \$2,480.10/season; Justin Kruse, MS Boys Wrestling, \$2,328.25/season; Steve Langenbau, Asst. HS Boys FB, \$3,079.59/season; Howard Schrier, HS Asst. Wrestling, \$2,716.30/season and HS Asst. Football, \$2,598.20/season. Chris Kuehler, MS Special Education Aide, \$9.75/hour. 2013-2014 Payables, Receivables, Contingency Fund Transfers and Reserve Fund Transfers: Motion by Gruszynski, second by Sullivan to approve the 2013-2014 fund balance report; 2013-2014 contingency fund transfers and capital outlay reserve fund transfers; 2013-2014 payables and receivables as presented tonight (information sheets attached).

Authorize Business Manager to Bid Bread, Milk and Fuel: Motion by Welu, second by Bennett to authorize the business manager to advertise for bids for bread, milk and fuel for the 2014-2015 school year.

Adopt 2014-2015 Building Level Student Parent Handbooks: Motion by Bennett, second by Welu to adopt the 2014-2015 Building Level Student Parent Handbooks as presented tonight.

Adopt 2014-2015 Certified and Classified Employee Handbooks: Motion by Sullivan, second by Bennett to adopt the 2014-2015 Certified and Classified Employee Handbooks as presented tonight.

Board Policy: 2nd Reading and Adoption revised Board Policies: Motion by Sullivan, second by Gruszynski to have the 2nd reading and adoption of the following revised school board policies: Section A (AE); Section B (BBFA, BDDE); Section D (DJ, DJA, DJB, DK); Section I (IGBH, IGBH-R, IGD, IGDI, IL, ILB, INDA); Section J (JECB, JED, JFCH, JFCI, JOB, JOB-N, JOB-E, JO, JO-N, JOA, JOA-E, JOA-N).

Surplus Items: Motion by Sullivan, second by Welu to remove \$4,498.17 from the 204-equipment and \$13,270.24 from the 604-equipment (information sheets attached).

2014-2015 School Year Contracts/Salaries: The 2014-2015 contracts/salaries of all school employees will be published with the August minutes.

The next regular board meeting is scheduled for August 11, 2014, at 6:00 p.m.

ADJOURN MEETING: Motion by Bennett, second by Welu to adjourn the meeting at 7:05 p.m.

Business Manager

These minutes subject to approval at the next regular meeting.

ACCEPTED BY THE BOARD THIS 11th DAY OF AUGUST, 2014.

President

Business Manager

PUBLISHED ONCE AT THE TOTAL APPROXIMATE COST OF _____.