

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

On July 9, 2012, 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, Kris Knapp, Darrell Sullivan and Mike Welu.

Also present: Supt. Mike Hanson and Business Manager Jane Edlund; Patrons: Donna Syljuberget.

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

APPROVAL OF AGENDA: Motion by Grusynski, second by Knapp to approve the July 9, 2012, agenda as amended with items IX. E. #7 (Policy JFCK), #8 (Policy KBAR) and VIII. HS Graduation added.

MINUTES: Motion by Knapp, second by Gruszynski to approve the minutes of June 11, 2012, as submitted.

BUDGET HEARING: Review of the preliminary 2012-2013 budget. The budget will be adopted at the September meeting. Motion by Welu, second by Knapp to approve the 2012-2013 preliminary budget as reviewed tonight. Voting recorded as follows: Welu, yes; Knapp, yes; Wiederhold, yes; Sullivan, no; Gruszynski, no. Motion passed.

FINANCIAL REPORTS: The following report of cash transactions was presented for the month of June 2012:

	GENERAL FUND	CAPITAL OUTLAY	SPECIAL EDUCATION	LUNCH FUND
BAL: 06/01/2012	179,169.19	526,845.44	390,591.81	15,182.82
RECEIPTS				
LOCAL SOURCES:				
TAXES	157,585.87	46,410.39	32,815.41	
M.H. TAXES	949.74	307.95	217.96	
PRIOR TAXES	2,685.77	730.06	524.81	
PENALTIES//INT.	759.98	214.16	152.33	
INT. EARNED	8.46	33.81	61.02	.91
FITNESS CENTER	402.00			
OTHER REV.	348.84			282.74
MEDICAID PMTS.	11,182.00		1,478.96	
SALE OF TICKETS:				
PUPILS				145.00
MILK				
ADULT				6.25
COUNTY SOURCES:				
COUNTY APPORT. IN LIEU OF TAXES	2,561.75			

STATE SOURCES:				
STATE AID	-147.00			
RESTRICTED GRANTS IN AID	415.61			
COMMODITIES REIMBURSEMENT				1,595.77
FEDERAL SOURCES:				
TITLE I	4,444.00			
OTHER GRANTS FROM FED GOVER	3,206.74			
MAY CLAIM				6,350.92
TITLE II PART A	4,579.00			
TRANSFER FROM IMPACT AID	300,000.00			
TOTAL REV.:	188,982.76	47,696.37	35,250.49	8,381.59
TOTAL EXP.:	193,516.39	22,991.08	56,516.40	9,342.95
BALANCE: 06/30/2012	474,635.56	551,550.73	369,325.90	14,221.46

	PENSION FUND	TRUST & AGENCY	IMPACT AID
BAL: 06/01/2012	163,300.27	53,723.31	1,054,854.65
TOTAL REV.:	7,229.77	8,883.65	208.55
TRANSFER TO GF	134,026.50		300,000.00
TOTAL EXP.:	0.00	8,148.01	0.00
BAL: 06/30/2012	36,503.54	54,458.95	755,063.20

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

CLAIMS: GENERAL FUND: Salaries: 203,252.62; First Western Bank: matching OASI, 15,426.74; SD Retirement: matching, 11,855.76; SD Sch Ins Trust: 30,841.55; Delta Dental: 1,939.24; Employer Paid Annuity: 895.14; A&B BUSINESS SOLUTIONS, INC, COPIER MAINTENANCE & SUPPLIES, 1,203.27; APEX TECHNOLOGY SOLUTIONS GROUP, NETWORK ADMIN, 4,750.00; BESTCHEM, CARE/UPKEEP GROUNDS, 761.00; BLACK HILLS POWER INC, OP ELECTRICITY, 9,624.53; CITY OF HILL CITY, WATER/SEWER BILLING, 717.85; CUSTER HIGH SCHOOL, FEES, 176.23; D&D TIRE SERVICE, VEHICLE MAINTENANCE, 145.00; EXXON MOBIL, GAS CHARGES, 127.98; FASTENAL COMPANY, OP SUPPLIES, 7.86; HCHS LETTER CLUB, REGION GOLF FEES, 62.80; HILL CITY HARDWARE HANK, MISC SUPPLIES, 1,828.27; HILL CITY SCHOOL T & A FUND, REIMBURSE INCIDENTAL (Delta Dental, ESL Insurance, 10.50; Delta Dental, ESL Insurance, 10.50; Delta Dental, ESL Insurance, 10.50; AP Program, AP Exam Fees - District Portion, 198.00; Delta Dental, Principal Insurance, 98.90; Hill City Petty Cash, Postage, 23.57; Hill City Petty Cash, Postage, 57.80), 409.77; HILLYARD, CUSTODIAL SUPPLIES, 826.92; KRULL'S MARKET, SUPPLIES/GROCERIES, 96.76; MARCO, INC, COPIER MAINTENANCE, 20.00; QUILL CORPORATION, OFFICE/GENERAL SUPPLIES, 241.98; SANDER SANITATION SERVICE INC, OP GARBAGE DISPOSAL, 587.66; SERVALL TOWEL LINEN, CUSTODIAL SUPPLIES, 22.88; SOUTH DAKOTA DEPT OF EDUCATION, MISC, 147.00; WRIGHT EXPRESS FSC, GAS CHARGES, 88.13; A & B WELDING SUPPLY, INC, WELDING SUPPLIES, 46.81; ADVANCE EDUCATION, INC, ACCREDITATION FEES, 1,950.00; APEX TECHNOLOGY SOLUTIONS GROUP, SUPPLIES, 332.00; ASBSD, FEES, 1,177.07; AT&T MOBILITY, CELL PHONE SERVICE, 258.56; CENEX FLEET FUELING, GASOLINE CHARGES, 214.60; EDLINE LLC, FEES, 4,520.25; EXXON MOBIL, GAS CHARGES, 134.39; FIRST NATIONAL BANK IN SIOUX FALLS, CERTIFICATE PAYMENTS, 500.00; HIGH-TECH MECHANICAL, INC, EQUIPMENT REPAIR, 183.67; HILL CITY HARDWARE HANK, MISC SUPPLIES, 31.96; HILL CITY PREVAILER NEWS, PRINTING/LEGAL PUBLICATIONS, 186.60; HILLYARD, CUSTODIAL SUPPLIES, 1,002.56; IXL LEARNING, COMPUTER LICENSE, 2,250.00; KRULL'S MARKET, SUPPLIES, 58.37; MID CENTRAL EDUCATIONAL, ODYSSEYWARE, 4,800.00; COOPERATIVE; NAFIS: NATIONAL ASSOCIATION OF, MEMBERSHIP DUES, 618.00; FEDERALLY IMPACTED SCHOOLS; NOWELL, PAMELA, CONSULTANT, 210.00; RIDDELL, SPORTS EQUIPMENT, 981.07; SASD, DUES/FEES/SUPPLIES, 2,842.00; SERVALL TOWEL LINEN, CUSTODIAL SUPPLIES, 22.88; SOUTH DAKOTA LIBRARY NETWORK, ANNUAL REMOTE MEMBER FEES, 337.50; SPERLICH CONSULTING, INC, ENGINEERING SERVICES, 1,593.18; TIE, FEES, 1,960.00; **GENERAL FUND TOTAL: 312,268.41;**

CAPITAL OUTLAY: B&H ASPHALT PAVING, PARKING LOT MAINTENANCE, 7,946.86; BLACK HILLS ROOFING CO, ROOF REPAIR, 315.10; GLASS SHOP, GLASS REPAIR SERVICE, 410.00; FIRST NATIONAL BANK IN SIOUX FALLS, CERTIFICATE PAYMENTS, 264,165.00; WELLS FARGO EQUIPMENT FINANCE, INC, COMPUTER LEASE, 65,608.70; **CAPITAL OUTLAY TOTAL: 338,445.66;**

SPECIAL EDUCATION FUND: Salaries: 31,670.22; First Western Bank: matching OASI, 2,396.90; SD Retirement: matching, 1,825.41; SD Sch Ins Trust: 3,211.91; Delta Dental: 283.50; HILL CITY SCHOOL T & A FUND, REIMBURSE INCIDENTAL (Delta Dental, SPED Insurance, 220.50), 220.50; O'KANE, CORA, THERAPY SERVICES, 3,942.84; BLACK HILLS SPECIAL SERVICES, FEES, 207.50; BLACK HILLS WORKS, SE SERVICES, 2,169.30; CUSTER REGIONAL HOSPITAL, PT & OT

SERVICES, 1,603.80; MAHONEY, TAMMY, MILEAGE REIMBURSEMENT, 46.62; MEZA, PETRA, MISC REIMBURSEMENT, 34.04; SASD, DUES/FEES/SUPPLIES, 392.50; **SPECIAL EDUCATION TOTAL: 48,005.04;**

FOOD SERVICE: Salaries: 5,295.10; First Western Bank: matching OASI, 401.88; SD Retirement: matching, 296.14; SD Sch Ins Trust: 1,024.77; Delta Dental: 31.50; EXXON MOBIL, GAS CHARGES, 80.66, HILL CITY SCHOOL T & A FUND, REIMBURSE INCIDENTAL (Delta Dental, Food Service Insurance, 63.00; SNASD, School Nutrition Conference Registration, 85.00), 148.00, **FOOD SERVICE TOTAL: 7,278.05.**

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

AUDIENCE WITH INDIVIDUALS: No action taken.

OLD BUSINESS: Discussion on a Rapid City Journal article on the 100% graduation rate in the high school. Board members would like to thank Mr. Satter for his work with students encouraging them to stay in school and graduate.

Recess Meeting: President Wiederhold called for a recess of the meeting at 6:25 p.m. and Business Manager Jane Edlund called the meeting back to order at 6:26 p.m.

Oath For Newly Elected Board Members: The Oath of Office was given to Darrell Sullivan and Cydnee Gruszynski. They will each serve three year terms.

Elect Officers For 2012-2013: President and Vice President: The business manager declared nominations open for president. Darrell Sullivan nominated Owen Wiederhold. Motion by Sullivan, second by Gruszynski that nominations cease and Owen Wiederhold be declared president. Owen Wiederhold assumed presidency at this time. Darrell Sullivan nominated Kris Knapp as Vice President. Motion by Gruszynski, second by Welu that nominations cease and Kris Knapp be declared vice president.

Appoint Business Manager: Motion by Knapp, second by Gruszynski to appoint Jane Edlund as the business manager for the 2012-2013 school year.

Annual Business: Motion by Welu, second by Gruszynski to approve annual business items 1 through 34 listed for the 2012-2013 fiscal year:

1. Board Meetings: Second Monday, high school building room 202, 6:00 p.m. The Pledge of Allegiance will be recited before each school board meeting.
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: Darrell Sullivan and Mike Welu appointed to the Technology Committee.
5. Transportation Committee: Cydnee Gruszynski and Kris Knapp appointed to the Transportation Committee.
6. Bldg. Committee: Darrell Sullivan and Owen Wiederhold appointed to the building committee. Mike Welu appointed as alternate.

7. BHSS Co-op: Cydnee Gruszynski appointed to Black Hills Special Service Cooperative and Kris Knapp as alternate.
8. ASBSD Delegates: Owen Wiederhold appointed delegate for ASBSD convention. Cydnee Gruszynski appointed as alternate.
9. Legal Newspaper: Hill City Prevailer
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 \$50.00 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 account 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 & Lead Custodian	\$10.95
Daily Hire Tech. Support or Grant Writing	\$9.75
Secretaries & Assistant Lunchroom Mgr.	\$10.50
Custodians/Certified Cook/Baker	\$9.80
Para Professional	\$10.00
Aides, Lunchroom Help, Clerical Help	\$9.75
Bilingual Translator	\$10.25
Study Hall Monitor	\$9.75
Substitute Aides/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=\$.30 per half pint container;

* Policy: School will not extend credit for lunches in grades 6-12 or for adult meals. Grades K-5 will be extended credit up to a maximum of five days. Meal ticket replacement costs will be as follows: No charge for first replacement; 2nd replacement, \$3.00; 3rd replacement, \$5.00.

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 season pass; Student Season Pass (Grades K-12) \$25.00.

* 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.

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

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

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

33. 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/Forrest Lands	Hanson/Edlund
f. Asbestos	Anderson

34. Advisory Groups: The Hill City Board of Education recognizes the following advisory committees for 2012-2013: PIPTO, AdvancED Steering Committee.

NEW BUSINESS:

Open Enrollment 2012-2013 Case #1: Motion by Gruszynski, second by Knapp to approve open enrollment case #1 for the 2012-2013 school year. Review Preliminary Fund Balances, Payables and Receivables: Motion by Knapp, second by Welu to approve the 2011-2012 fund balance report; 2011-2012 contingency fund transfers; 2011-2012 payables and receivables as present tonight (information sheets attached). Contracts For Approval: Motion by Gruszynski, second by Sullivan to issue a contract for the 2012-2013 school year to Jody Randolph, Bilingual Translator, \$10.25/hour. District Property And Casualty Insurance: No action taken. Dairy Quote From Avera Pace: Motion by Gruszynski, second by Knapp that for the 2012-2013 school year we will enter into an agreement with Avera PACE/ Land O Lakes Milk to purchase dairy products, with Avera Pace/Land O Lakes Milk providing a worksheet to the school district each month to track cost changes throughout the school year on dairy bids. South Dakota Department Of Transportation February 2013 Project: Motion by Gruszynski, second by Knapp to approve Project Number NH0016 (75) 25-02BJ Pennington County; authorize

Superintendent Hanson to sign the Right of Way Agreement for SD DOT; approve SD DOT payment to the district of \$1.00. Board Policy: Motion by Sullivan, second by Welu to have the first reading and adoption of school policy (IIBGB) Internet Safety Instruction. Motion by Knapp, second by Welu to have the first reading of school board policies (AE) Wellness Policy; (JECB) Open Enrollment; (JEG) Exclusions And Exemptions From School Attendance; (JNA) Loaning Of Textbooks; (KBAA-R) Public Records Regulation; (JFCK) Cellphone/Portable Media; (KBAR) Public Records, with the second reading and final adoption at the August board meeting. Surplus Items: Motion by Knapp, second by Gruszynski to remove \$3,485.00 from the 204-equipment and \$14, 270.47 from the 604-equipment (information sheets attached to these minutes).

2012-2013 School Year Contracts/Salaries: The 2012-2013 contracts/salaries of all school employees will be published with the August minutes.

The next regular board meeting is scheduled for August 13, 2012, at 6:00 p.m.

ADJOURN MEETING: Motion by Sullivan, second by Knapp to adjourn the meeting at 7:03 p.m.

Business Manager

These minutes subject to approval at the next regular meeting.

ACCEPTED BY THE BOARD THIS 13TH DAY OF AUGUST, 2012.

President

Business Manager

PUBLISHED ONCE AT THE TOTAL APPROXIMATE COST OF _____.