

MEETING MINUTES – April 12, 2021
4:30 p.m. Executive Session
5:30 p.m. Regular School Board Meeting
Executive Session to follow
Williams Administrative Building, Board Room

Board Members Present: Joseph Urbaniak, Charlie Wheeler, JT Vig, Tracy Konst, Darrell Vig, Lee Spring, Holly Good and John Nachtigall.

Others Present: Don Kirkegaard

Executive Session at 4:30 p.m.: MOTION by Urbaniak, seconded by J. Vig, and carried to enter into executive session to discuss employee negotiations (SDCL 1-25-2.4).

Executive Session ended at 5:32 p.m.

Urbaniak called regular board meeting to order at 5:35 p.m.

Board Members Present: Joseph Urbaniak, Charlie Wheeler, JT Vig, Tracy Konst, Darrell Vig, Lee Spring, Holly Good and John Nachtigall.

District Personnel Present: Don Kirkegaard, Brett Burditt, Jeff Ward, Pete Wilson, Chad Hedderman, David Olson, Brit Porterfield, Todd Palmer, Rhonda Ramsdell and Beth Johnson.

Others Present: Deb Holland with BH Pioneer and Megan Snyder.

Pledge of Allegiance.

Consent Agenda: MOTION by D. Vig, seconded by Wheeler, and carried to approve the consent agenda:

- a. Agenda
- b. Minutes of Regular Board Meeting on March 8, 2021 and Special Board Meeting on March 16, 2021.
- c. Claims for Payment: 7 Mndst, Schl Impr 1580.00; AB Bsns, Lse 3197.74; AB Wld, Sply 32.48; AJ, Sply 324.00; ACT, Reg 1169.38; Actn Mchncl, Rprs 192.00; Adms, Prts 105.95; Adv Pmts, Offcl 5603.20; Afr, Sply 205.75; Alrc, Sply 127.00; Amzn, Sply 7056.00; Amck, Mntrng 595.35; Appgrd, Sftwr 149.99; Appl, Sply 339.95; Archctr, Srvc 5000.00; BF Schl, Reg 60.00; Bnntt Trns, Snw Rmvl 2750.00; BHWtr, Utlts 213.60; BH Chmcl, Sply 2950.67; BH Pst, Srvc 135.00; BH Pnr, Pblshng 514.94; BH Urgnt, Physcl 95.00; J.Bls, Lnch Rfnd 25.50; C. Brngl, Lnch Rfnd 28.05; Cpstn, Bks 1079.44; Crqst, Rprs 119.99; CshW, Food 47901.30; CDW, Eqpmt 134.60; Cntrl Rstrnt, Eqpmt 19302.82; Cntry Bsns, Lse 576.38; Cntrlnk, Utlts 56.49; Cty Smmrst, SRO 1812.72; Coke, Sply 1307.35; Cmbnd Bldng, Rprs 274.00; Cmmtch, Lse 3324.67; Cncpt2, Rprs 72.42; Cntrct Ppr, Ppr 21751.10; Crtv Lrng Sply 342.00; D&R, Rprs 1623.88; Dkt Bus, Trns 3000.00; Dkt Sply, Eqpmt 1233.40; J.Dnls, Lnch Rfnd 17.20; Dlta, Ins 11722.46; Dmco, Sply 3263.67; Dgls Schl, Reg 50.00; T.Dncn, Lnch Rfnd 45.15; ESd Dairy, Milk 10898.54; EB Dvlpmnt, Reg 30.00; Ebay, Prts 106.50; Eclb, Sply 426.00; EduTstng, Srvc 55.00; EMC, Ins 1984.61; Enng Prpn, Utlts 6861.40; Estr, Sply 44.00; Fth Indpnt, Pblshng 218.24; FC Orgnztnl, Sply 66.79; Fllt, Bks 1054.88; GlsShp, Rprs 446.00; Gldn Wst, Phn 516.68; Grnd Elct, Utlts 826.88; Grcry Mrt, Sply 13.56; Hrlws, Bus Srv 128103.59; Hls Sptc, Rprs 510.00; Hldy Inn, Ldg 271.68; HWd Rlys, Reg 300.00; Innvtv, Sply 388.32; Int'l Ltrc, Wrktxts 92.00; Jhnsn Cntrls, Srvc 7626.54; C.Jhnstn, Refr 275.00; JW Ppr, Msc 234.98; Key CtGls, Rprs 220.00; Kffr, Utlts 1143.89; L/D Schl, Fees 80.00; J.Lvq, Lnch Rfnd 54.30; Lghtng Mntnc, Sply 361.80; Lkt Clnrs, Clng 3360.00; Ls Endz, Clng 19264.75; Lw

Rfng, Rprs 351.74; Lowes, Eqpmt 417.86; Lnns, Sply 900.74; McGil, Sply 172.40; Mrc, Lse 3502.90; McDrt, Snw Rmvl 6230.00; McLds, Sply 149.90; Fd Srv, Sply 697.20; Mnrds, Sply 668.18; Mdc, Intrnt 6709.55; MDU, Utlts 42401.88; MSC, Sply 486.14; NAM, Reg 122.00; Ns&Krs, Srv 499.50; Nrthlnd Scrt, Intrst 33796.25; NWPp, Eqpmt 592.30; Ots, Srv 1574.52; PnOGld, Brd 2375.15; K.Pvn, Lnch Rfnd 46.35; P.Pwlwsk, Lnch Rfnd 35.45; Prsn, Sply 71.36; Pnn Stt, Sply 108.45; Prfrmnc Atmtc, Rprs 90.62; Prmbnd, Lbry Bks 395.84; Phnk, Srv 270.00; Ptny Bws, Pstg 72.67; Ptrr Hdr, Bks 282.71; PwrHs, Sply 143.08; Prr Hlls, Trnsprtn 92.00; Prdr, Rprs 121.87; Qll, Sply 475.32; Rsmsn, Rprs 2115.00; RDO, Prts 41.58; Rfs, Utlts 648.90; M.Rhbrg, Mlg 189.00; Rnhrt, Food 19531.11; Rch, Lse 3291.73; Rckngtr, Snw Rmvl 2110.00; Rnngs, Sply 99.01; Rshmr Offc, Sply 358.69; Sams, Sply 1292.03; SASD, Bks 1243.07; Schl Spclt, Sply 1731.97; Ford, Sply 23.37; SDBM, Entr Fees 548.00; SDHmn, Ttn 1059.99; Srvl, Sply 2606.32; Srvsf, Sply 498.42; SNA, Mbrshp 141.50; Sprfsh Schl, Reg 60.00; Spdy Lb, Rprs 70.99; ACE, Sply 840.43; NAPA, Sply 77.68; Strgs Cty, Utlts 6450.94; Smmt, Srv 426.00; SnLf, Ins 3066.58; Sprr, Sply 200.00; Tmtch, Rprs 866.08; Thrpy Shp, Sply 56.98; Thrsmplcy, Reg 49.00; TIE, Ttn 64512.50; TwnNCntr, Sply 16.18; US Fds, Sply 1072.40; Vst, Tlphn 240.75; Vrzn, Sply 503.94; Vsbl Dff, Cng 17920.00; VS Athltcs, Sply 1125.00; Wlmrt, Sply 384.30; Wrks, Srv 250.00; WRElctrc, Utlts 1917.71; Wex, Fuel 2643.96; C Whtwd, Utlts 66.00; WWBW, Eqpmnt 394.04; Zoom, Sply 202.35; Zrtls, Sply 65.29; Cash Recap for month ending March 31, 2021: General Fund: Begin Bal 4949145.50; Petty Cash 100.00; Cash Change 2000.00; Advance Pymt 16489.81; Cash in Bank 982540.07; Investments PSBK 3948015.62; Unemployment Savings 10996.93; Investments in CD 560500.27; Investments CD over 90 Days 1058224.23; Transfer In 0.00; Revenue: Local Taxes 307279.03; Other Sources 21076.19; State 934866.77; Federal 75488.55; Other Sources 26474.05; Total Revenue 1365184.59; To Be Acct'd For: 6314330.09; Transfer Out 0.00; Expenditures 1806527.11; Ending Bal March 31, 2021: 4507802.98; Petty Cash 100.00; Cash Change 2000.00; Advance Pymt 16489.81; Cash in Bank 827226.89; Investments Savings 3661986.28; Unemployment Savings 10997.03; Investments CD 560500.27; Investments CD over 90 Days 1059121.25; Capital Outlay: Begin Bal 3347551.32; Cash in Bank 28514.45; Investments PSBK 3319036.87; Investments CD over 90 Days 0.00; Transfer In 0.00, Revenue Local Taxes 207057.23; Other Sources 238.22; State 0.00; Federal 0.00; Other 29.98, Total Revenue 207325.43; To Be Acct'd For: 3554876.75; Transfer Out: 250000.00; Expenditures 43799.70; Ending Balance: 3261077.05; Cash in Bank: 0.00; Invest, Savings: 3261077.05; Investments CD 1500000.00; Spec Serv: Begin Bal 749886.56; Cash in Bank 11645.22; Investments Savings 738241.34; Revenue Local Taxes 109352.26; Other Sources 130.29; State 35155.00; Federal 44330.00; Other Sources 6372.31; Total Revenue 195339.86; To Be Acct'd For 945226.42; Expenditures: 328588.83; Ending Bal: 616637.59; Cash in Bank: -1091.98; Investment, Savings 617729.57; Investments, CD 0.00; Food Service: Beg Bal 374777.92; Cash Change 194.00; Cash in Bank 156697.08; Investments, Savings 218080.84; Revenue: State 0.00; Federal 167924.61; Other Sources 6795.40; Total Revenue 174720.01; To Be Acct'd For 549497.93; Expenditures 135247.30; End Bal March 31: 414250.63; Cash Change 194.00; Cash In Bank 196167.49; Investments, Savings 218083.14; Enterprise: Beg Bal 81650.42; Cash Change 2000.00; Cash in Bank 49447.48; Investments, Savings 32202.94; Revenue; Other Sources 25776.80; Total Revenue 25776.80; To Be Acct'd For 107427.22; Expenditures 8260.36; End Bal March 31: 99166.86; Cash Change 2000.00; Cash in Bank 66963.92; Investment, Savings 32202.94; Custodial: Beg Bal 393682.36; Cash in Bank 141695.93; Investments, Savings 151911.22; Investments, CD 100075.21; Revenue: Other Sources 19096.18; Total Revenue 190963.18; To Be Acct'd For 412778.54; Expenditures 39903.00; End Bal March 31: 372875.54; Cash In Bank 126008.95; Investments, Savings 146791.38; Investment CD 100075.21

- d. Personnel: New Hire (Certificated): Samantha Heupel, special services teacher, Sturgis Elementary School, \$45,127.00 eff. for the 2021-22 school year; Sarah Lewis, special services preschool teacher, Piedmont Valley Elementary School, \$44,847.00 eff. for the 2021-22 school year; Matt Maidl, special services teacher, Stagebarn Middle School,

\$44,347.00 eff. for the 2021-22 school year; Kylie Farrar, teacher, Stagebarn Middle School, \$44,643.00 eff. for the 2021-22 school year; Sunny Pierson, special services teacher, Sturgis Elementary School, \$46,177.00 eff. for the 2021-22 school year; Bridgett Tuschen, counselor, Sturgis Elementary/Whitewood Elementary, \$41,625.00 eff. for the 2021-22 school year; Katie Jo Ramirez, teacher, Sturgis Brown High School - Academy, \$49,341.00 eff. for the 2021-22 school year. Sarah Lyons, counselor, Sturgis Brown High School/Sturgis Williams Middle School, \$50,641.00 eff. for the 2021-22 school year. Jordan Robin, teacher, Stagebarn Middle School, \$47,806.00 eff. for the 2021-22 school year; Daniel McIntire, counselor, Piedmont Valley Elementary/Stagebarn Middle School, \$49,341.00 eff. for the 2021-22 school year; Rebecca Smith, teacher, Hereford Elementary School, \$40,575.00 eff. for the 2021-22 school year; Kelsey Ruff, teacher, Stagebarn Middle School, \$40,575.00 eff. for the 2021-22; Lily Lundquist, teacher, Sturgis Brown High School, \$44,625.00. New Hire (Support Staff): Jennifer Boyles, food service, Stagebarn Middle School, \$11.00/hour, eff., 3/1/2021. Change in Rate (Support Staff): Laurie Lorius, food service, Sturgis Elementary School, experience differential from \$17.70/hour to \$18.35/hour, eff., 3/22/2021. Change of Assignment (Certificated): Kristi Cammack, art teacher to PE teacher, Sturgis Williams Middle School/Whitewood Elementary, eff., beginning of the 2021-22 school year. Change of Assignment (Extracurricular): Alli Steckelberg, assistant 7th grade volleyball coach, to head 7th grade volleyball coach, Sturgis Williams Middle School, \$1930.00 to \$2262.00 eff. for the 2021-22 school year. Resignation (Support Staff): Doug Draine, maintenance technician, Buildings & Grounds, eff. 4/7/2021. Jennifer Boyles, food service, Stagebarn Middle School, eff. 4/15/21. Katrina Worthington, K12 Online Support, Stagebarn Middle School, end of the 2020-21 school year. Resignation (Certificated): Patrick Gatzke, PE teacher, Stagebarn Middle School, eff., end of the 2020-21 school year. Sandrine Brink, teacher, CMCS, eff., end of the 2020-21 school year; Alex Meehan, teacher, Whitewood Elementary, eff., end of the 2020-21 school year; Danelle Johnson, special services teacher, Sturgis Brown High School, eff., end of the 2020-21 school year; Megan Dybdahl, teacher, Sturgis Intermediate School, eff., end of the 2020-21 school year. Resignation (School Board): Cody Weber, vice president, eff. 3/8/21. Resignation (Extracurricular): Patrick Gatzke, head middle school boys basketball coach, Sturgis Williams Middle School and assistant high school varsity track coach, Sturgis Brown High School, eff., end of the 2020-21 school year; Beth Johnson, assistant speech and debate coach, Stagebarn Middle School and Sturgis Brown High School, eff., end of the 2020-21 school year; Megan Oviatt, assistant cross-country coach, Sturgis Williams Middle School, eff., end of the 2020-21 school year. Jennifer Scharn, head track coach, Stagebarn Middle School, eff., end of the 2020-21 school year.

School Board Member Resignation: MOTION by Urbaniak, seconded by Nachtigall, and carried to accept the resignation from Cody Weber, School Board Vice President. Mr. Weber is not officially off the Board until a replacement is elected. His replacement will be elected in June and seated at the July board meeting.

Election of School Board Vice President: Wheeler nominated himself to serve as School Board Vice President; Good seconded the nomination. J. Vig nominated Spring to serve as School Board Vice President; Nachtigall seconded the nomination. Nominations ceased and a 6-2 vote was cast for Spring as School Board Vice President.

Open Forum: No Open Forum.

Conflict of Interest: No waivers were presented.

Recognitions: Students of the Month for March are given in each principal's reports. The Character Education word of the month for April is "Honesty," which involves being sincere, telling the truth, keeping one's word, and trustworthiness.

Presentations: Brett Burditt presented the Preliminary General Fund budget and Special Education budget.

Food Service Director, Rhonda Ramsdell, presented the Preliminary Food Service budget.

Financial Reports: MOTION by J. Vig, seconded by Wheeler, and carried to approve the monthly financial reports A, B, C, D, for the board's review.

Approve Athletic Trainer/Strength and Conditioning Coach Contract: MOTION by Nachtigall, seconded by D. Vig, Konst abstained, and carried to approve the committee's recommendation to accept the Black Hills Surgical Hospital and Black Hills Orthopedic & Spine Center proposal for the athletic trainer program and strength and conditioning program. The District will enter into a 3-year term agreement with Black Hills Surgical Hospital and Black Hills Orthopedic & Spine Center.

ASBSD Wellmark Health Insurance Plan: MOTION by Nachtigall, seconded by Good, and carried to approve plans 2, 3, and 8 for the FY22 health plan premium rates and coverage level options.

Amend 2020-21 General Fund Budget: MOTION by Wheeler, seconded by J. Vig, and carried to amend the 2020-21 general fund budget by \$1,442,500.00. The source of revenue will be COVID RELIEF FUNDS received in September and December of 2020.

Capital Outlay Contingency Transfer: MOTION by D. Vig, seconded by Nachtigall, and carried to authorize a contingency transfer in the capital outlay budget of \$33,796.25 for the interest payment and agent fees of the 2010 BAB and 2010 QRZ debt series that are due on July 15. The budgeted interest payments in 2020-2021 would go from \$750,000 to \$783,296.25 and the agent fees from \$6,000 to \$6,500. This is part of the refinancing approved at the March 8 meeting that will happen on April 15.

School Board Policy DID: Food Service Depreciation Procedures: MOTION by D. Vig, seconded by Nachtigall, and carried to change the procedures for depreciation of food service equipment in the Enterprise Fund 51. The new value for equipment to require depreciation be changed to equipment costing a minimum of \$5,000.00. This will put the depreciation of assets in line with the rest of the Meade School District Capital Asset, Policy DID requirements. These changes will go into effect 5/1/2021.

School Board Policy DI: Fiscal Accounting and Reporting: MOTION by Good, seconded by Wheeler, and carried to change the wording in School Board Policy DI: Fiscal Accounting and Reporting from "Trust and Agency" to "Custodial" and "Custodians" to "Oversees" to align our policy with the new regulations.

Stagebarn Middle School Custodial Services: MOTION by Nachtigall, seconded by Good, and carried to accept the bid from Visible Difference Janitorial for custodial services at Stagebarn Middle School in the amount of \$110,700.00 for the 2021-22 and 2022-23 school years.

Sturgis Brown High School Roof Replacement Project, Phase 3: MOTION by J. Vig, seconded by Wheeler, and carried to award the bid for the Sturgis Brown High School Roof Replacement Project, Phase 3 to low bidder, Rapid Exterior. The low bid was \$77,833.13. It is also recommended to pay \$2000.00 for the 15-year extended warranty. The total cost of the project will be \$79,833.13.

Approve MEA Negotiated Agreement: MOTION by Good, seconded by Spring, and carried to agree on the proposed MEA Negotiated Agreement terms for 2021-22 school year.

Authorize Issuance of Teacher Contracts: MOTION by Wheeler, seconded by Nachtigall, and carried to authorize the issuance of teacher contracts for the 2021-22 school year under the new 2021-22 terms of the MEA Negotiated Agreement.

Set Base Salary for 2021-22 School Year: MOTION by J. Vig, seconded by Spring, and carried to set the base salary for the 2021-22 school year at \$41,793.00 for a teacher with no prior teaching experience and a bachelor's degree with fewer than 12 semester hours of graduate credit, annually.

Last Day of School – Early Release: MOTION by J. Vig, seconded by Good, and carried to accept a 2-hour early release the last day of school if the district does not have any more snow days for the remainder of the 2020-21 school year. The last day of school is scheduled for Thursday, May 27, 2021.

Approve 2022-23 School Calendar: MOTION by D. Vig, seconded by Good, and carried to approve the proposed 2022-23 school calendar as presented.

Property & Liability Insurance: The renewal for property and liability insurance through the Leavitt Group for 2021-22 has a proposed 9.5% increase to the premium. The renewal will be brought back at the May board meeting.

School Board Election: There are three 3-year terms open and the school board election has been set for June 8, 2021. Six have filed petitions. The business office drew for the order of candidates on the ballot. The order will be as follows: Megan Snyder, Sturgis; Shelia Trask, Elm Springs; Terry Koontz, Sturgis; Aaron Odegaard, Black Hawk; Kassi Barry, New Underwood; Charles M. Wheeler, Piedmont.

Polling locations for the June 8th election will be held at Central Meade County School, Elm Springs School, Hereford Hall, Opal School, Piedmont Gym, Sturgis Community Center, and Whitewood City Hall.

Staff Retirement & Recognition Reception: A public reception is scheduled for Wednesday, May 5, to honor the 2019-20 and 2020-21 Meade School District employees who are retiring, those who have worked 15, 20, 30, 35 and 40 years, and those who have been selected as teacher of the year and professional technical/support staff of the year. A list of the honorees can be found on the district website.

The program and dessert bar reception will begin at 4:30 p.m. in the west gym at Sturgis Brown High School.

Opal Fire Department: The district received a request from the Opal Fire Department for a possible fire hall on a parcel of property located at the Opal School. J. Vig gave an update on the building and the potential start of construction to be in June. A proposal will be brought back as an action item at the May board meeting.

Administrators: No news.

Board Members: Urbaniak mentioned he was able to attend the senior projects fair and was very impressed with the students and their presentations.

BHSSC: Wheeler mentioned they will be returning to in-person meetings.

Superintendent: Kirkegaard stressed that graduation and prom will be broadcasted live through NFHS and Scooper State. Those that need to come are encouraged to attend.

Pete Wilson mentioned prom is scheduled for April 24 with doors to open at 6:30 p.m. to the public, grand march will start at 7:30 – 8:30 p.m. with the dance to follow at 11:00 p.m. Post-prom will run until 3:00 a.m. April 25. Graduation is scheduled for May 23 at 2:00 p.m.

5-minute recess at 7:07 p.m.

Board members reconvene to executive session:

Board Members Present: Joseph Urbaniak, Charlie Wheeler, JT Vig, Tracy Konst, Darrell Vig, Lee Spring, Holly Good and John Nachtigall.

Others Present: Don Kirkegaard and Brett Burditt.

Executive Session at 7:15 p.m.: MOTION by Urbaniak, seconded by J. Vig, and carried to enter into executive session to discuss Personnel (SDCL-1-25-2.1).

8:15 p.m. Adjournment: MOTION by Nachtigall, seconded by D. Vig, and carried to adjourn.

Joseph Urbaniak, President

Brett Burditt, Business Manager

Tanya Ludwick, Recorder