

**HIGHMORE-HARROLD SCHOOL DISTRICT 34-2 PROCEEDINGS  
JULY 8, 2024**

The Highmore-Harrold Board of Education met in regular session on July 8, 2024, in the Business Classroom at 8:00 p.m. Members Present: Dusty Mitchell, Derek McCloud, Amy Hoffman, and Jennifer Semmler. Members Absent: Jim Stephenson, Paula Haiwick, Kristi Effling. Others Present: Superintendent/Special Education Director - Quinton Cermak, K12 Principal – Morgan Bonnichsen, Business Manager – Stacey Hamlin, Mary Ann Morford, Brandi Pekarek.

With no Board President or Vice President present, Mr. Cermak called the meeting to order at 8:02 pm and the Pledge of Allegiance was recited at that time.

Motion by Hoffman and seconded by Semmler to amend the agenda by moving the start time to 8:00 pm. The motion passed.

Motion by Mitchell and seconded by Hoffman to approve the minutes of the June 10, 2024 Board Meeting. The motion passed.

Bills and Financial reports were reviewed and approved for payment with a motion by Semmler and seconded by McCloud. The motion passed.

**DIRECT DEPOSIT TRANSMITTAL: \$125,207.62**

**JULY PAYROLL: \$199,652.55**

**JUNE CASH REPORT:** General Fund: Beginning Balance: \$1,157,517.82; Receipts: Local - \$243,006.19, State - \$37,680.00, Federal - \$53,932.00; Disbursements: \$229,945.18; Ending Balance: \$1,150,648.50; Advance Payment/Petty Cash Asset Accounts - \$7,467.72; Total Cash Account: \$1,158,116.22. Capital Outlay Fund: Beginning Balance: \$3,072,166.67; Receipts: Local - \$53,681.58; Disbursements: \$10,539.15; Ending Balance: \$3,115,309.10; Certificates of Deposit: \$1,439,811.44; Total Cash Account: \$4,555,120.54. Special Education Fund: Beginning Balance: \$971,119.09; Receipts: Local - \$31,165.99, Federal - \$26,206.00; Disbursements: \$46,387.55; Ending Balance: \$982,103.53; Certificates of Deposit: \$510,188.56; Total Cash Account: \$1,492,292.09. Impact Aid Fund: Beginning Balance: \$542,935.57; Receipts: Federal - \$6,209.00; Disbursements: \$0.00; Ending Balance: \$549,144.57. School Lunch Fund: Beginning Balance: \$51,340.67; Receipts: Local – **(\$477.80)**, State - \$0.00, Federal - \$3,652.03, Credits - \$145.93; Disbursements: \$4,016.89; Ending Balance: \$51,121.74; Advance Payments - \$19,326.58; Total Cash Account - \$70,448.32. Internal Fund: Beginning Balance: \$16,665.76; Receipts: Local - \$0.00; Federal - \$0.00; Transfer In (from General Fund) - \$10,000.00; Disbursements: \$7,020.66; Ending Balance: \$19,645.10.

**Board Report-10003**

**FUND: GENERAL FUND**

AGTEGRA COOPERATIVE	Round Up	117.50
AMAZON CAPITOL SERVICES	Supplies	390.04
ASBSD WORKMAN'S COMP FUND	Workman's Comp - FY25	8,645.00
ASBSD	FY25 Dues	974.08
CAPITAL AREA REFUSE, LLC	Garbage (July)	155.41
CAROLINA BIOLOGICAL SUPPLY CO.	Supplies	257.50
CENTURY BUSINESS PRODUCTS, INC	Copier Maintenance	159.35
CITY OF HIGHMORE	Utilities	62.78
	Utilities	248.38
EMC INSURANCE	Increase in Coverage	20.00
HALL OIL AND GAS CO., INC.	Propane	3,621.48

HIGH SCHOOL ACTIVITY FUND	Hydeout B&B - Dakota Players Portion	425.80
	SDACTE Summer Conference Fee	537.66
	Athletic.Net - Track Fee	33.00
HIGHMORE HERALD, THE	Ads/Proceedings	310.82
HILLYARD/SIOUX FALLS	Gym Finish/Supplies	2,355.19
HOMESTEAD BUILDING SUPPLY, INC.	Supplies	84.51
LINDE GAS & EQUIPMENT INC.	Vo Ag	88.58
LODGE AT DEADWOOD, THE	Principal Conference	300.00
MCGRAW HILL, LLC	Workbooks (2,5,6)	388.66
MCGRAW HILL, LLC	Workbook Subscription (2)	80.01
MENARD'S	Supplies	28.98
MIKE TIRES & REPAIR INC.	Oil Change	137.50
NEWZBRAIN ED.	Supplies	309.00
NORTHWESTERN ENERGY	Electricity	74.59
	Electricity	4,222.82
PLAN SERVICES	Admin Fee - FY25	200.00
POPPLERS MUSIC, INC.	Vocal Supplies	130.00
QUILL CORPORATION	Supplies	31.18
SCHOOL ADMINISTRATORS OF SD	Dues	1,922.00
SCHOOL MATE	Planners	321.00
SD DEPARTMENT OF HEALTH	Health Services	220.00
SD HIGH SCHOOL ACTIVITY ASSOC.	Rule Books	104.00
SD HIGH SCHOOL COACHES' ASSOC.	Coaching Membership	60.00
SDACTE	Registration (AK)	465.00
SDIAAA	AD Registration	155.00
TITAN MACHINERY	Push Rod	30.45
TITAN MACHINERY	Bobcat Fix	1,604.51
VOLEK, JOHN	Mower Repair	53.40
WEX BANK	Motor Fuel - Maintenance	217.02
	Motor Fuel - PD	277.93
	Motor Fuel - Athletic	58.84
	<b><u>GENERAL FUND TOTAL</u></b>	<b>29,878.97</b>
<b><u>FUND: CAPITAL OUTLAY</u></b>		
AMAZON CAPITOL SERVICES	Table (6th)	599.98
AMAZON CAPITOL SERVICES	Desk	221.70
APPTEGY	Website/App	5,800.00
BUILDERS ELECTRIC	Ball Field Lighting Replacement	271,088.00
BYTESPEED, LLC	Computers/Cases	77,520.00
BYTESPEED, LLC	Computer - Hisodak	1,209.00
CAROLINA BIOLOGICAL SUPPLY CO.	Supplies	203.45
CENTURY BUSINESS PRODUCTS, INC	Copier Lease	480.02
GOPHER	Dodgeballs	216.03
HIGHMORE GOLF COURSE	Golf Course Rent	500.00
HOUGHTON MIFFLIN GRT SOURCE	Software	3,500.00
HOUGHTON MIFFLIN GRT SOURCE	Go Math (4th)	937.69
HUDL (Agile Sports Technologies,	Sports Equipment	4,550.00
INFINITE CAMPUS	Licensing Fees	1,211.20
LAMPO GROUP, THE	Textbooks	499.80
MCGRAW HILL, LLC	Textbooks (5/6)	4,491.19
SCHOOL SPECIALTY SUPPLY INC.	English Tables/Chairs	4,747.06
SHI INTERNATIONAL CORP.	Software	1,836.16
SODAK TECHNOLOGIES, LLC	New Camera System 50%	48,200.00
SOFTWARE UNLIMITED,INC	Software License	7,000.00
TURNITIN	Software - Instructional	1,370.00
	<b><u>CAPITAL OUTLAY TOTAL</u></b>	<b>436,181.28</b>
<b><u>FUND: SPECIAL EDUCATION</u></b>		
AMAZON CAPITOL SERVICES	IPAD Case	44.47
ASBSD WORKMAN'S COMP FUND	Workman's Comp - FY25	325.00
HAND COUNTY MEMORIAL HOSPITAL	PT	224.00
	OT	432.00

SCHOOL SPECIALTY SUPPLY INC.	Storage Cubby	740.65
WEST RIVER FOUNDATION	Computer	3,195.00
<u>Vendor Name</u>	<b><u>SPECIAL EDUCATION TOTAL</u></b>	<b>4,961.12</b>
<b><u>FUND: FOOD SERVICE</u></b>		
ASBSD WORKMAN'S COMP FUND	Workman's Comp - FY25	1,200.00
EAST SIDE JERSEY DAIRY	Milk (Supply \$)	68.77
	<b><u>FOOD SERVICE TOTAL</u></b>	<b>1,268.77</b>
<b><u>FUND: INTERNAL</u></b>		
WEX BANK	Motor Fuel - Dr. Ed	331.06
	<b><u>INTERNAL TOTAL</u></b>	<b>331.06</b>
	<b>JULY TOTAL INVOICES</b>	<b>472,621.20</b>

### Conflicts Disclosure

Motion by Semmler and seconded by Hoffman to acknowledge that Superintendent Quinton Cermak will benefit from his spouse's contract as Administrative Assistant and that offering her a contract is reasonable and not contrary to the public interest. The motion passed.

### Public Input

- None

### Superintendent Report

- The lights at the ballfield were completed in time for a baseball game held on Father's Day.
- The track is on a standstill currently as Morris and the Engineers are not agreeing on quantities for the track. A special meeting will be held with both parties to discuss change orders to come. The Civil Design Engineer we had been working with is no longer with the company, so we have had to switch gears and are now working with the CEO of CDI. We have not received an official change order as of today.
- The school will be getting a new camera system throughout the school as our previous camera system is outdated and is no longer able to update. Bids went out and SoDak Technologies, a company out of Rapid City, came back at as the cheapest option, running us at \$96,400.00.
- The school's new website is looking to launch either on Friday, July 12<sup>th</sup> or sometime next week. The website and app will both talk with each other, making the system run more efficiently. Parents will receive communication from Administration upon completion that will walk them through how to download the new app and navigate the website.

### Business Manager's Report

- PreK/Driver's Ed Report: At this time, Business Manager Hamlin presented a review of expenditures vs. revenues for our preschool program and our driver's education program. The school district funded \$13,181.62 to the preschool program. Last fiscal year, the district funded the preschool program by \$13,124.88. The Driver's Ed program funded itself with the high influx of 20 students enrolled. Last year we funded \$873.47 to the program. The Highmore-Harrold School will again participate in a junior kindergarten program this year and will help offset the costs needed to fund the program as junior kindergarten students will be placed in the formula for state funding.

The second reading of the 2024-2025 School Budget was held at this time.

Old Business:

Motion by Semmler and seconded by Hoffman to approve Summer contracts of Rachel Letsche, Stephanie Huber, Kendall King, Krya Little Thunder, and Jillian Bosma; approve contract for Nursing Services, Danielle McCauley; approve contract for head cheerleading Coach for football and boy's basketball, Sierra McCloud; approve contract for volunteer girl's wrestling coaches, Joe Schafer and Kristina Schafer; approve volunteer football coach, Lane Fawcett; approve volunteer JHGBB coach, Jessica Sheffield. The motion passed.

#### Reorganization of the Board:

At this time, it was noted that Jim Stephenson and Paula Haiwick ran unopposed and have been appointed to a 3-year term. Brandi Pekarek ran unopposed to replace the seat of Kristi Effling and has been appointed for a 2-year term. An annual election was not conducted because there was not a contested vacancy on the school board.

Business Manager Hamlin administered the Oath of Office to Brandi Pekarek. Jim Stephenson and Paula Haiwick were absent, resulting in their Oath of Office to be conducted at the August meeting.

Superintendent Cermak called for nominations of President.

Motion by Mitchell and seconded by Hoffman to nominate Jen Semmler as President. The motion passed.

Motion by Haiwick and seconded by McCloud to cease nominations and appoint Jen Semmler as President. The motion passed.

President Semmler called for nominations of Vice President.

Motion by Hoffman and seconded by Mitchell to nominate Paula Haiwick as Vice President. The motion passed.

Motion by Hoffman and seconded by McCloud to cease nominations and appoint Paula Haiwick as Vice President. The motion passed.

#### New Business:

(A-Z)

Motion by Hoffman and seconded by Mitchell to authorize and designate the following items: Rodney Freeman as School Attorney, the Highmore Herald as the official legal newspaper, Quoin Financial Bank and Heartland State Bank as the official depository of school funds, the Superintendent and Business Manager as the official purchasing agents for the district, the Business Manager as the custodian of all financial accounts for the district, designate the Vice President of the Board, who in addition to the President, shall have the authority to countersign checks drawn by the Business Manager, designate the Superintendent and Business Manager as signers of all Federal and/or State programs, authorize the Title I policy, Title I advisory council and authorize LaMour Kruger as Title I Director and Quinton Cermak for REAP, Quinton Cermak as Director of Special Education Program, Morgan Bonnicksen as Title IX Coordinator, Janie Pratt as Section 504 Coordinator, Approve District Special Education Comprehensive Plan, Adopt the Indian Policies and Procedures as presented, designate Hyde County Sheriff's office and deputies as Truancy Officers; Appoint School Lunch Officer to Paula Haiwick, Approve listing of Contracted Salaries for the 2024-2025 School Year; 2024-2025 listing of Contracted Salaries, benefits not included, was reviewed and are as follows: Certified Staff: Beth Aasby – Elementary Teacher, \$53,794.00, Virtual Learning Extra Duty Pay, \$29/day; Rhonda Baloun- Elementary Teacher, Head Track Coach, JH Girl's Basketball Coach, \$60,494.00; Amanda Bast - HS English, Hisodak, \$52,756.00; Diane Beastrom – Librarian,

\$62,639.00; Brita Bergeson - Counselor, JH Teacher, NHS Advisor, \$57,110.00; Jillian Bosma – HS Special Education Teacher, 45,000.00, Special Education Extended School Year Teacher, \$1,560.00; Sonia Bourk – Title Teacher, 23,400.00; Elaine Erickson - Elementary Teacher, \$50,350.00; Stephanie Huber - Elementary Teacher, Junior High Volleyball Coach - \$53,753.00, Summer School Teacher, \$2,100; Shelby Hyde - Art Instructor, Head Volleyball Coach and Visual Arts Advisor, \$56,567.00; Kayla Kaltenbach - K-12 Music Instructor, Head Golf Coach, Vocal Advisor, Band Advisor, \$59,308.00; Kendall King - Elementary Instructor, Elementary Yearbook, \$51,682.00, Summer School Teacher, \$2,100, Virtual Learning Extra Duty Pay, \$13.80/day; Jackie Knox - Science Instructor, Science Fair, National Certification, HOSA, \$59,103.00; Alana Kroepelin - FACS Instructor, FCCLA, Prom Advisor, \$57,619.00; LaMour Kruger – Title I Teacher and Coordinator, \$50,684.00; Chantrel LaMont - Elementary Instructor \$59,348.00; Brent Liechti - Secondary Math Instructor, Senior Advisor and NCA Member, \$54,350.00; Brian Marso - Elementary PE/Computer Instructor, HS Weight Training, Head Cross Country Coach, \$61,168.00; Becky Palmer - JH Math and Science, Science Fair, Student Council Advisor, \$48,349.00, Driver’s Ed Instructor, \$3,780; Janie Pratt - Elementary Special Education Teacher, 504 Coordinator, Med Aide, \$55,428.00; Michael Ring - Social Studies Instructor, Athletic Director and Head Girls Basketball Coach, \$71,871.00; Jory Schmidt - Technology Coordinator, Computer, Title, JH PE/Health Instructor, \$63,231.00; Vicki Tibbs-Husted - JH Fine Arts, Personal Finance/Social Studies Instructor, NCA Member, FBLA Advisor, \$61,048.00; Todd Waring – Ag Teacher, ½ FFA Advisor, \$48,081.00, Summer Contract, \$4,860.00; Amy Webb, Pre-School Teacher, Junior Kindergarten Teacher, Assistant Track Coach, \$55,628.00; Mary Wortman - Elementary Teacher, NCA Member, \$62,092.00. Classified Staff: Scarlet Becker - Special Education Teaching Assistant, Med Aide, \$24,003.00; Sonia Bourk – Elementary Title Teaching Assistant, \$10,579.00; Georgette Cermak - Administrative Assistant, Concessions Advisor, \$44,204.00; Kelly Hague - Special Education Teaching Assistant, \$25,109.00; Deb Ingle - Custodian, \$45,000.00; Marilyn Krick - Special Education Teaching Assistant, \$25,906.00; Jessica Kutz – Assistant Cook, \$19,426.00; Rachel Letsche – Speech Language Pathologist Assistant, \$30,281.00, Special Education Extended School Year Speech Language Pathologist Assistant, \$960; Kyra Little Thunder, Special Education Teaching Assistant, \$19,278.00, Special Education Extended School Year Teacher, \$1,560.00; Samie McCauley - HS Special Education Assistant \$21,932.00; Vicki McQueen – Part Time Custodian and Food Service Assistant, \$15.12/hour; Diane Pazour – Head Cook, \$31,968.00; Ryan Sheffield - Head Custodian, Assistant Track, \$51,214.00; Deb Cermak – Part Time Special Education Medical Care Staff, \$37.80/hour. Administration: Morgan Bonnichsen - K-12 Principal, \$75,000.00; Quinton Cermak – Superintendent/SPED Director, \$102,259.00; Stacey Hamlin - Business Manager, \$58,936.00; Out of District Coaches/Advisors: Donald Alger – JH Football Coach, \$2,399.00; Jaxson Brueggeman – Assistant Wrestling Coach, \$3,234.00; Cole Hamlin – Assistant Boy’s Basketball Coach, \$3,234.00; Clay Knox – Assistant Football Coach, \$3,234.00; Sierra McCloud – Football Cheerleader Advisor, BBB Cheerleader Advisor, \$3,446.00; Kacie McCauley – Assistant Volleyball Coach, \$3,234.00; Heather McDonnell - Assistant Girls Basketball Coach, \$3,234.00; Laura Nordlund – ½ FFA Advisor, \$1,641.00; Scott Pekarek – Head Boys Basketball Coach, \$5,171.00, Amy Robb – JH Boy’s Basketball Coach, 2,399.00. Volunteer Coaches: Joe Schafer, \$0.00; Kristina Schafer, \$0.00; Lane Fawcett, \$0.00; Jessica Sheffield, \$0.00. School Nurse – Dani McCauley, \$40.00/hour. Authorize Emergency School Bus Assistance Pact, set rates for mileage, meals, lodging for authorized employees and school board travel rates according to state rates which are as follows: \$0.67 cents per mile (\$0.34 if personal vehicle is used when a school vehicle is available), Breakfast \$6.00, Lunch \$14.00, and Dinner \$20.00 for in-state travel; Breakfast \$10.00, Lunch \$18.00, and Dinner \$28.00 for out of state travel. School Lunch prices for the upcoming school year are as follows: Lunch prices for K-6 \$3.20; 7-12 \$3.35; Adult (Staff) \$4.95; Adult (Guest) \$5.35; Extra Milk/Juice \$0.30; Seconds Charge - \$2.00. Breakfast prices for K-12 \$2.10; Adult (Staff) \$2.75; Breakfast is not available to the outside public. Admission prices for school athletic events and activity tickets are as follows: \$3.00 for K-12 Students and Senior Citizens, \$5.00 for adults. Activity Tickets set at \$20.00 for K-12 Students/Senior Citizens (65 and over) and \$40.00 for Adults; JH/HS Yearbook price was set at \$45; Driver’s Education fee set at \$275.00; table Substitute pay that was previously set at

\$100.00 a day; \$120 per day for long-term sub of 10 days continuance for one teacher; Preschool Tuition was set at \$150.00/month, \$100.00 Reduced or \$50 Free – qualification is based off the Free and Reduced Lunch Application Program; Imprest Account monthly maximum set at \$15,000.00; School Board Meetings were set at 6:00 p.m. on the second Monday of each month in the high school Business classroom September – April and 8:00 p.m. on the second Monday of each month in the high school Business classroom May - August; establish Quorum/Majority of Board for Conducting Board Business as majority of the board members present. The motion passed.

Motion by Mitchell and seconded by Pekarek to set board salaries at \$50.00 plus mileage to regular and quorum meetings with the maximum set by the state at \$166 per meeting and no pay for committee meetings. The motion passed.

(AA)

Motion by Hoffman and seconded by Pekarek to table appointing Board Representatives to the following committees until August board meeting. Previous board committees are as follows:

**Budget Committee** – Haiwick, McCloud, Stephenson; **Negotiations Committee** – Mitchell, Stephenson, Semmler; **Building/Grounds Committee** – Hoffman, Mitchell, Stephenson; **Curriculum/Accreditation Committee** – Haiwick, Semmler; **Insurance Committee** – Effling, Haiwick, Stephenson; **Athletic Co-op Committee** – all board, Effling, Mitchell, Stephenson; **Crisis Management Committee** – Hoffman, McCloud; **Transportation Committee** – Effling, Mitchell; **Wellness Policy Chair** – Effling; **Policy Committee** – Stephenson, Semmler, McCloud; **Pre-School Committee** – Semmler, Stephenson, Haiwick; **Technology Committee** – Hoffman, McCloud. The motion passed.

New Business:

Motion by McCloud and seconded by Hoffman to approve SDHSAA Runoff Ballot for West River in favor of Mark Naugle; approve bid for Food Service with Performance Food Service, surplus items including: large steel pot with lid, \$1.00; 48 6-compartment trays 10 x 14”, \$0.25/tray; 84 6-compartment trays 10 x 14.5”, \$0.25/tray; 241 14-oz bowls, \$0.25/each; 19 assorted soup bowls, \$0.25/each; 3 spillage pans, \$1.00/each; 13 beige trays, free; 2 large steam table pans, \$1.00/each; 3 12 x 18” steel pans, \$1.00/each; 4 12 x 16” steel pans, \$1.00/each; star max griddle with griddle cleaner, \$100.00; electric can opener, \$5.00; 50 old high school desks; 5 big and 2 small filing cabinets. The motion passed.

The Board set their next regular meeting for August 12, 2024 at 7:00 p.m.

Motion by Hoffman and seconded by McCloud to adjourn at 8:40 p.m. The motion passed.

\_\_\_\_\_ Stacey Hamlin, Business Manager

\_\_\_\_\_ Jen Semmler, Board President