

## MINUTES

### BOARD OF EDUCATION REGULAR/ANNUAL MEETING

July 20, 2017

**These minutes are unapproved until the next regular board meeting.**

The Lead-Deadwood School District held their regular/annual meeting on July 20, 2017, at 4:00 p.m., in the Board Room, Lead-Deadwood High School. President Suzanne Rogers presided.

**Suzanne Rogers, Chair**  
**Tim Madsen, Board Member**  
**Orson Ward, Board Member**  
**Margie Rantapaa, Business Manager**

**Tera Mau, Vice-Chair**  
**Bob Nelson Jr., Board Member**  
**Dr. Dan Leikvold, Superintendent**  
**Mary Schumacher, Recording Secretary**

Jay Beagle, MS Principal/Spec Ed Dir.  
Joe Williams, Activities Director  
Bonnie Fuller, CTE Principal

Tim Kusters, Elementary Principal  
Laurie Rogers, District Nurse

Seven guests were present.

211. President Rogers called the meeting to order at 4:00 p.m. Roll call disclosed all board members are present.

The audience recited the Pledge of Allegiance.

212. Mau moved and Ward seconded to **approve the agenda** as presented. Aye-All. **Motion carried.**

213. No action was needed on Waiver Authorization Pursuant to SDCL 3-23-3.

214. Ward moved and Mau seconded to **approve the June 6, 2017, June 13, 2017 and the July 6, 2017 minutes** as presented. Aye-All. **Motion carried.**

215. Ward moved and Mau seconded to **approve the expenditures** as presented. Aye-All. **Motion carried.**

June 30, 2017

A.	General Fund	72,114.96
	Capital Outlay	45,094.86
	Special Education	19,541.76
	Food Service	1,783.73
	Enterprise Fund	120.75

July 20, 2017

A.	General Fund	137,388.97
	Capital Outlay	28,333.79
	Food Service	1,320.54
B.	Prepaid Checks	\$1,510,546.39

C. Insurance

133,689.49

216.A. Mau moved and Madsen seconded to **approve the June 30, 2017 financial statements** as presented. Aye-All. **Motion carried.**

b-i. The June 30, 2017 Fiduciary Funds statements showed:

	<b>BEG. BALANCE</b>	<b>REVENUE</b>	<b>EXPENDITURES</b>	<b>END. BALANCE</b>
b.PSUF-6/30/17	\$1,995.64	\$2,305.40	1293.89	\$3,007.15
c. PSUF				
7/2016-6/2017	\$3,370.33	23800.53	24163.71	\$3,007.15
d.USF-6/30/17	\$76,751.46	\$1,226.45	\$10,649.58	\$67,328.33
e.USF7/2016-6/2017	\$66,119.53	\$104,643.26	\$103,434.46	\$67,328.33
f.SCHOLARSHIPS				
6/30/2017	\$123,594.78	\$270.51	\$0.00	\$123,865.29
g.SCHOLARSHIPS				
7/2016-6/2017	\$134,959.49	\$2,426.80	\$13,521.00	\$123,865.29
h.MEDICAL-6/30/17	\$4,102.56	\$3.78	0.00	\$4,106.34
i.MEDICAL				
7/2016-6/2017	\$4,080.11	\$26.23	\$0.00	\$4,106.34

J. There was no Transportation Report.

K. The Budget Report was reviewed by the Board.

L. <b>Publication of Payroll</b>	SDCL 6-10-10
Instruction	\$305,195.09
Administration	\$22,904.14
Operation and Maintenance	\$39,921.55
Transportation	\$10,083.64
Food Service	\$6,646.48
Special Education	\$58,420.30
After School Program/Driver's Ed	<u>\$2,916.00</u>
	\$446,087.20

M. The Investment Report was reviewed by the Board.

217.A. Michelle Crane, Job Corps Science teacher and Jessica Yushta, Art teacher along with 3 students from the Job Corps shared with the Board a project they had worked on that integrated art and science. They used photography to show the effect on climate change has on rare plants and plants in the Black Hills.

218.A. Ward moved and Madsen seconded to **approve the second reading of the 2017-18 Middle School/High School Staff Handbook** as presented. Aye-All. **Motion carried.**

B. Ward moved and Madsen seconded to **approve the second reading of the 2017-18 High School Student Handbook** as presented. Aye-All. **Motion carried.**

- C. Ward moved and Madsen seconded to **approve the second reading of the 2017-18 Middle School Student Handbook** as presented. Aye-All. **Motion carried.**
  - D. Ward moved and Madsen seconded to **approve the second reading of the 2017-18 Elementary Student Handbook** as present. Aye-All. **Motion carried.**
  - E. Ward moved and Madsen seconded to **approve the second reading of the 2017-18 Elementary Staff Handbook** as presented. Aye-All. **Motion carried.**
  - F. Ward moved and Madsen seconded to **approve the second reading of the 2017-18 Activities Handbook as presented.** Aye-All. **Motion carried.**
  - G. Ward moved and Mau seconded to **approve the Policy KD, Transportation Plan for Students Placed in Foster Care.** Aye-All. **Motion carried.**
- 219.A. Ward moved and Mau seconded to **approve the Contract List as presented.** Aye-All. **Motion carried.** (Copy attached.)
- B. Mau moved and Ward seconded to **approve the bus request for Kool Deadwood Nites on August 25-26.** Aye-All. **Motion carried.**
  - C. Mau moved and Ward seconded to **approve the long term facility plan** as presented. Aye-All. **Motion carried.**
  - D. Ward moved and Mau seconded to **approve the contract with Foster, Jacobs and Johnson, Inc.** Aye-All. **Motion carried.**
  - E. Ward moved and Madsen seconded to **approve the Food Service Consultant Agreement.** Janelle Peterson was the only consultant to submit a proposal. The annual fee is \$8,000 and begins July 1, 2017 to June 30, 2018. Roll Call: Aye-All. **Motion carried.**
  - F. Ward moved and Madsen seconded to **approve Official's Pay for the 2017-18 school year.** Aye-All. **Motion carried.**
  - G. Ward moved and Mau seconded to **approve the FY2017 Supplemental Budget** as presented. Aye-All. **Motion carried.** (Copy attached.)
  - H. Madsen moved and Ward seconded to **approve transferring \$11,992.86 from the General Fund to the Enterprise Fund for the After School Program.** Aye-All. **Motion carried.**
  - I. A first reading was held on Policy BBFA, Conflict of Interest.
- 220.A. A Thank You from the Hoff family was presented to the Board.

B. A Thank You from the District School Counselors was presented to the Board.

221.A/B. Dr. Leikvold discussed with the Board members that the St. Ambrose Catholic Church parking lot overlay was finished. The school district's cost would be approximately \$4,600. He reported to the Board on the summer projects that have taken place at the Elementary, Middle School and High School.

222. There was no Executive Session.

223. Ward moved and Mau seconded to **adjourn the meeting** at 4:29 p.m. All-Aye.  
**Motion carried.**

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Suzanne Rogers, President

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Margie Rantapaa, Business Manager

The annual Board Meeting began at 4:38 p.m. Dr. Dan Leikvold presided over the meeting until the election of the Board President.

1.A. **Margie Rantapaa administered the Oath of Office to newly elected Board Members, Orson Ward and Bob Nelson Jr.**

B. Nominations were opened for Board President. Ward moved and Madsen seconded to **nominate Suzanne Rogers for Board President.** There were no other nominations. **Rogers was voted in as President of the Board of Education of the Lead-Deadwood School District. All-Aye. Motion carried.**

**President Rogers presided over the remainder of the meeting.**

C. Nominations were opened for Board Vice-President. Madsen moved and Ward seconded to **nominate Tera Mau for Board Vice-President.** There were no other nominations. **Mau was voted in as Vice-President of the Board of Education of the Lead-Deadwood School District. All-Aye. Motion carried.**

2. Mau moved and Ward seconded to **approve the agenda** as presented. All-Aye. **Motion carried.**

3. Operational Practices 2017-2018

A. Mau moved and Ward seconded to **name Dr. Dan Leikvold as the Authorized Representative for the School District.** All-Aye. **Motion carried.**

B. Mau moved and Ward seconded to **name Margie Rantapaa as the Business Manager of the Board.** All-Aye. **Motion carried.**

C. Mau moved and Ward seconded to **name the following as Custodian of the Fiduciary Funds: High School/Middle School/Elementary--Margie Rantapaa; Scholarships—Margie Rantapaa; Public School Utility Fund—Margie Rantapaa; Medical Fund—Margie Rantapaa.** All-Aye. **Motion carried.**

D. Mau moved and Ward seconded to **name Dr. Dan Leikvold as Director of Title IX.** All-Aye. **Motion carried.**

E. Mau moved and Ward seconded to **name Bank Depositories and Investments as follows: SDFIT; First Interstate Bank; Wells Fargo; First National Bank.** All-Aye. **Motion carried.**

F. Mau moved and Ward seconded to **name Black Hills Pioneer as the official newspaper.** All-Aye. **Motion carried.**

- G. Mau moved and Ward seconded to **approve President and Business Manager to sign inter-fund notes.** All-Aye. **Motion carried.**
- H. Mau moved and Ward seconded to **authorize crediting of interest earned to General Fund with the exception of the Food Service Fund and Enterprise Fund.** All-Aye. **Motion carried.**
- I. Mau moved and Ward seconded to **name Margie Rantapaa as the authorized representative for the National School Lunch/ School Breakfast Program.** All-Aye. **Motion carried.**
- J. Mau moved and Ward seconded to **designate Johns and Kosel Law Firm as legal representative for school district.** All-Aye. **Motion carried.**
- K. Mau moved and Ward seconded to **set Board of Education meetings on the second Tuesday of each month at 4:00 p.m.** All-Aye. **Motion carried.**
- L. Mau moved and Ward seconded to **set activity admission charges at \$3.00/student and \$5.00/adult.** All-Aye. **Motion carried.**
- M. Mau moved and Ward seconded to **set annual Activity Pass charges at \$20.00 for students and \$30.00 for adults with 20 punches on both passes.** All-Aye. **Motion carried.**
- N. Mau moved and Ward seconded to **set Goldenlode charge at \$50.00.** All-Aye. **Motion carried.**
- O. Mau moved and Ward seconded to **set the substitute pay at \$80.00/day with 60+ hours college credit, college degree, or teacher certificate; \$70.00/day less than 60 hours college credits; Long-Term Substitute (over 20 days, based on beginning certified salary) \$211.86/day for 2017-2018.** All-Aye. **Motion carried.**
- P. Mau moved and Ward seconded to **set meal reimbursement rates at the State Rate: In-State: Breakfast \$6.00; Lunch \$11.00; Dinner \$15.00. Out-of-State: Breakfast \$10.00; Lunch \$14.00; Dinner \$21.00.** All-Aye. **Motion carried.**
- Q. Mau moved and Ward seconded to **set mileage reimbursement rates at the State Rate--\$.42/mile.** All-Aye. **Motion carried.**
- R. Mau moved and Ward seconded to **establish the Public School Utility Fund Imprest Fund at \$4,000.00.** All-Aye. **Motion carried.**
- S. Mau moved and Ward seconded to **approve use of current signature plate until the new one is received.** All-Aye. **Motion carried.**

- T. Mau moved and Ward seconded to **name Suzanne Rogers to the Legislative Action Network with Tim Madsen as the alternate.** All-Aye. **Motion carried.**
- U. Mau moved and Ward seconded to **appoint Orson Ward to Black Hills Special Services Board with Suzanne Rogers as the alternate.** All-Aye. **Motion carried.**
- V. Mau moved and Ward seconded to **appoint negotiation committee members for 2017-2018 negotiations: Administrators/Confidential—Tim Madsen; Certified—Suzanne Rogers, Tera Mau; Classified—Orson Ward, Bob Nelson Jr.** All-Aye. **Motion carried.**
- W. Mau moved and Ward seconded to **establish the following advisory boards:** All-Aye. **Motion carried.**
1. Transportation/Buildings and Grounds—Tim Madsen
  2. Technology—Bob Nelson Jr.
  3. Curriculum—Tera Mau
  4. Activities—Suzanne Rogers
  5. Finance-Administration—Orson Ward and Suzanne Rogers
  6. Policy Committee—Board President, Dr. Leikvold, Tim Kusters, Tony Biesiot, Jay Beagle, and L-DEA representative
4. A. Margie Rantapaa, Business Manager, reviewed with the Board the 2017-18 Food Service revenues and expenses, meals by category and number of meals served. Ward moved and Madsen seconded to **set the breakfast and lunch meal rates for 2017-2018 as follows: Breakfast: Reduced \$0.30, Students \$1.80, Adults \$2.50; Lunch: Reduced \$0.40, K-5 Students \$2.60, 6-12 Students \$2.85, Adults \$3.60; Milk \$0.50.** All-Aye. **Motion carried.**
5. There was no Correspondence.
6. There were no Administrator Reports.
7. There was no Executive Session.
8. The next Board meeting is scheduled for Tuesday, August 15, 2017, 4:00 p.m., Board Room, Lead-Deadwood High School.
9. Mau moved and Ward seconded to **adjourn the meeting** at 4:46 p.m. All-Aye. **Motion carried.**

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Suzanne Rogers, Board President

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Margie Rantapaa, Business Manager

Accounts Payable - June 30, 2017

<u>Vendor Name</u>	<u>Description</u>	<u>Check Total</u>
<b>General Fund</b>		
Ace Hardware of Lead	Supplies	256.57
Black Hills Chemical	Supplies	776.42
Black Hills Pioneer	Board Minutes & Proposed Budget	639.87
Black Hills Special Services	Box Elder Job Corp	22,072.68
Black Hills State University	CAMSE Supplies	1,046.00
Bloomers Flowers & Gifts, LLC	Sympathy Flowers	50.00
Bo's Lawn Systems	Repair	245.00
City of Deadwood	Utilities	256.95
City of Lead	Utilities	1,307.03
Comfort Inn & Suites - Sioux Falls	Lodging - State Girls Golf	1,005.00
Comfort Suites - Sioux Falls	Lodging - State Track	1,599.84
CVD Construction, Inc.	Repair - Elementary	13,375.85
Dakota Equipment Rental	Repair	71.94
Flooring America	Flooring	2,544.70
G & R Controls	Repair - Boilers	710.60
Golden West Technologies, Inc.	Network Support	3,327.25
Harlow's Bus Sales, Inc.	Repair	430.66
J.W. Pepper & Son, Inc.	Supplies	48.99
Jacobs Precision Welding Inc.	Repair	4.11
Jenner Equipment Co.	Resealed Valve Body	1,025.23
Jostens - Chicago	Diploma	12.90
Kieffer Sanitation	Waste Removal	616.00
Lead-Deadwood Sanitary Dist	Utilities	485.58
Lynn's Dakotamart-Lead	Supplies	3.99
MARC	Gym Floor	4,385.50
McLeod's Printing & Office	Laser Checks - A/P	209.50
Medco Supply	Supplies	196.54
Menards	Supplies	175.63
Montana-Dakota Utilities	Utilities	380.89
Public School Utility Fund	June 2017	993.25
Quill Corporation	Central Supply	7,740.30
Rainbow Gas Company	Gas Commodity	560.84
Rapid Delivery, Inc.	Delivery Service	13.80
Servall Uniform & Linen, Inc.	Supplies	140.61
Spearfish Husky	Trimmer Head	30.00
St Thomas More High School	Region Girls Golf - Portion of Loss	62.50
Sturdevant's Auto Parts	Repair	174.86
Superior Sanitation	Drain Cleaning	775.00
TIE	Standards Training	3,000.00
Turbiville Industrial Elec Works LLC	Repair - Elec Grinder	246.46
Twin City Hardware	Supplies	270.11



**General Fund**

United Student Fund	Donation - Robotics	46.82
Yushta, Christopher	Photography Class	799.19

**General Fund Total**

**Fund Total 72,114.96**

**Capital Outlay Fund**

A & B Business, Inc.	Overage/Color 16-17	1,978.92
Hauff Mid-America Sports, Inc.	Volleyball, Basketball & Track Uniforms	4,815.44
Imagine Learning Inc.	Language & Literacy Licenses	600.00
KONE Inc	Wheel Chair Lift - Gym I	17,493.50
Mid-Continental Restoration Co., Inc.	Restoration of Sandstone	20,207.00

**Capital Outlay Fund Total**

**Fund Total 45,094.86**

**Special Education Fund**

Black Hills Special Services	Professional Services	5,224.16
Children's Home Society of SD	Tuition	1,988.28
Lynn's Dakotamart-Lead	Supplies - Summer School	37.95
Northern Hills Training Center	Tuition	505.80
Pizza Ranch - Spearfish	Reimb Job Coach	544.56
Quaschnick, Lynette	Mileage Reimbursement	1,106.28
Regional Health	Physical Therapy - Feb thru June	2,678.48
SD Dept of Human Services	Residential Services/Case Management	7,456.25

**Special Education Fund Total**

**Fund Total 19,541.76**

**Food Service Fund**

Dean Foods North Central, LLC	Summer Program - Food	239.46
Harris School Solutions	EZ School Pay Transaction Fees	6.25
Lynn's Dakotamart-Lead	Summer Program - Food	2.89
Reinhart Food Service, LLC	Summer Program - Food	1,535.13

**Food Service Fund Total**

**Fund Total 1,783.73**

**Enterprise Fund**

White's Canyon Motors	Remove Driver's Ed Emer Brake	120.75
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**Enterprise Fund Total**

<b>Fund Total</b>	<b>120.75</b>
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Accounts Payable - July 2017

<u>Vendor Name</u>	<u>Description</u>	<u>Check Total</u>
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**General Fund**

Advance Education, Inc.	AdvancEd Improvement Network Fees	2,700.00
ASBSD	Dues 2017-18	1,716.54
Black Hills Chemical	Supplies	432.90
Black Hills Security	Monitoring System - Districtwide	314.55
Britzman, Rhonda	Reimb Parking Fee - ASCA Conf	160.00
Dragoo, Mick	Meal Allow - New Sound Workshop	111.00
Eagle Enterprises, LLC	Supplies	1,019.90
Graves IT Solutions	Offsite Backup	432.00
Hohn, Jamie	Reimb Registration	272.50
Infinite Campus, Inc.	Annual Renewal	1,130.00
Keehn, Lenessa	Meal Allow - SDACTE	126.00
Kosters, Tim	Reimb Taxi Fee	26.24
Network Services Company	Supplies	31.10
NFHS	First Aid Testing	455.00
Pioneer Manufacturing	Paint - Football Field	772.80
Property Liability Fund	2017-18 Property/Liability Renewal	81,747.00
Rocky Mountain Elk Foundation	Subscription Renewal	35.00
Schaeffer Manufacturing Co.	Oil	383.76
SD Magazine	Annual Renewal	25.00
SD Teacher Placement Center	Membership Dues	420.00
SDLA	Registration - 2017 Fall Conf	190.00
SDSTE	Annual Membership 2017-18	30.00
SDUSA	Membership Dues 2017-18	450.00
TIE	Membership Dues 2017-18	1,200.00
Workers Comp Fund	2017-18 Work Comp Renewal	42,892.00
Zep Sales & Service	Supplies	315.68

**General Fund Total**

**Fund Total 137,388.97**

**Capital Outlay Fund**

4N6 Fanatics.com, LLC	Subscription Renewal	150.00
A & B Business, Inc.	Lease Agreement	2,955.03
Ace Hardware of Lead	Bench Visers	299.97
AgEdNet	Annual Renewal	399.00
Discovery Education	Social Studies Curriculum Renewal	3,150.00
ESGI, LLC	Assessment Tool	525.00
Explore Learning	Gizmos Annual Renewal	2,195.00
Forensic Files, The	Renewal	220.00

**Capital Outlay Fund**

Learning A-Z	Annual Renewal	2,009.30
Learning Solutions Inc.	Reading Plus	1,300.00
MakeMusic, Inc.	Smart Music Renewal	536.00
Read Naturally, Inc.	Annual License Renewal	2,470.00
rSchool Today	License Renewal	260.00
Software Unlimited, Inc.	2017-18 Annual Maint & Online	7,500.00
Spelling City	Annual License Renewal	112.50
Stoneware, Inc.	Lan School Annual Renewal	2,875.00
Sumdog Inc.	Annual Renewal	165.00
Wavefunction, Inc.	Odyssey Site License Renewal	1,100.00
Words Can Work	DVD	111.99

**Capital Outlay Fund Total****Fund Total 28,333.79****Food Service Fund**

Dean Foods North Central, LLC	Summer Program - Food	182.24
Reinhart Food Service, LLC	Summer Program - Food	1,138.30

**Food Service Fund Total****Fund Total 1,320.54**

ACCOUNTS PAYABLE - June 2017

Prepaid Checks

Bill List

6/6/2017	Verizon Ck #83314	Utilities	\$213.22
6/7/2017	Black Hills Special Services Ck #83315	Replacement Check	\$0.00
6/14/2017	MDU Ck #83415	Utilities	\$462.52
6/16/2017	Amazon Ck #83416	School CC	\$505.37
6/30/2017	First National Bank Ck #83419	CD Purchase	\$1,500,000.00
6/30/2017	Black Hills Energy Ck #83420	Utilities	\$7,065.58
6/30/2017	MDU Ck #83421	Utilities	\$564.48
6/30/2017	Vast Ck #83422	Utilities	\$916.99
6/30/2017	Verizon Ck #83423	Utilities	\$213.08
6/30/2017	Wells Fargo Ck #83424	School Credit Card	\$329.00
6/14/2017	Bill Feterl Ck #83425	Replacement Check	\$0.00
6/30/2017	Wex Bank Ck #83427	School CC	\$275.65
6/30/2017	Amazon Ck #83428	School CC	\$0.50
		<b>Total</b>	<b><u>\$1,510,546.39</u></b>

## June 2017 INSURANCE PAYABLES

Check #	Date	Payee	Description	Amount
83312	6/1/2017	DD	June 2017 Dental Insurance Premiums	9163.52
83313	6/1/2017	RLIC	June 2017 Basic/Add Life Insurance Premiums	\$1,466.49
150 AutoPay	6/1/2017	WBCBS	June 2017 Health Insurance Premiums	\$132,163.00
83316	6/9/2017	CM	May 2017 Flex Fees	\$60.00
<b>TOTAL</b>				<b>\$133,689.49</b>

**June 30, 2017 Financial Statement**

**General Fund:** Balance: \$4,909,375.84; Receipts: Taxes \$540,221.99; Earnings \$6,371.35; Admissions: \$618.75; Elementary Pop Rental: \$25.12; Refund Pr/Yr Expenditures: \$60.00; Other Revenue- Local \$5,155.46; Revenue County \$18,303.20; Revenue-State \$31,021.96; Revenue Federal \$105,992.75; Total Receipts \$707,770.58; Transfers In: \$10,752.14; Disbursements: Verified Claims \$1,339,905.80; Payables (\$530,281.66); Balance: \$4,818,274.42

**Capital Outlay:** Balance: \$1,352,090.36; Receipts: Taxes \$150,336.26; Earnings \$229.79; Refund Pr/Yr Expenditures: \$550.80 Total Receipts: \$151,116.85; Disbursements: Verified Claims \$92,912.40; Payables: (\$18,113.59) Balance: \$1,428,408.40

**Special Education:** Balance: \$32,259.80; Receipts: Taxes \$114,523.53; Earnings on Investments: \$5.48; Revenue Federal: \$113,185.00; Total Receipts: \$227,714.01; Disbursements: Verified Claims \$185,244.91, Payables (\$60,392.36); Balance: \$135,121.26

**Pension Fund:** Balance: \$2,058,200.14; Receipts: Taxes \$183.46; Earnings on Investments: \$1,014.73; Total Receipts: \$1,198.19; Disbursements: Verified Claims \$61,258.03; Payables \$26.34; Balance: \$1,998,113.96

**Food Service:** Balance: \$51,348.11; Receipts: 0.00; Earnings on Investments: \$8.73; Sales to Adults \$333.60; Other Sales (\$56.95); EZ School Pay Fee \$25.00; Revenue State: \$1,489.06; Revenue Federal \$27,192.73; Total Receipts: \$28,992.17; Transfers In: \$961.99 Disbursements: Verified Claims \$13,162.62; Payables (\$7,072.54); Other non-cash expenses: 14,054.75; Balance: 61,157.44

**Enterprise Fund:** Balance: (\$1,901.38); Tuition & Fees: (\$610.00); Total Receipts: (\$610.00); Transfers In: \$11,992.86; Disbursements Verified Claims \$3,871.19; Payables (\$120.75); Balance: \$5,731.04

**2016-2017 SUMMER SCHOOL ASSIGNMENT**

Sternhagen, Cindy

Paraprofessional

\$11.00/hour

July 20, 2017



