

**BISON SCHOOL DISTRICT 52-1  
BOARD OF EDUCATION MEETING**

**DATE:** June 12, 2023 **TIME HELD:** 7:00 p.m. **KIND OF MEETING:** Regular **WHERE HELD:** Board Room **MEMBERS PRESENT:** Besler, Kopren, Stadler, Veal **MEMBERS ABSENT:** Keller **OFFICERS AND OTHERS PRESENT:** Superintendent Azevedo, Business Manager Thompson, Athletic Director Collins, Kalin Chapman, Joyce Waddell, Bev Kopren, Virginia Utter, Arlis Seim, Kathleen Engle, Sarah Eggebo, Sean Sweet

**CHAIRMAN BESLER CALLED THE MEETING TO ORDER WITH A CALL FOR THE SALUTE TO THE FLAG.**

**CONSENT AGENDA**

**180.** Motion by Stadler second by Veal to approve the consent agenda with the following addition: 12a Resignation; the minutes of the May 8<sup>th</sup> regular meeting, and the financial reports. A copy of the May 2023 financial reports as approved is attached under Attachment "A" and made a part of these minutes. **Motion carried.**

**APPROVAL OF CLAIMS**

**181.** Motion by Stadler second by Veal to approve the claims listed below. **Motion carried.**

ACOSTA, CODY MILEAGE TO PARENTS 2,692.80, ADVANCED BUSINESS METHODS COPIER MAINTENANCE 539.01, AMERICINN - MADISON TRAVEL 390.30, ARCHIBALD, MARLA MILEAGE TO PARENTS 403.92, BISON COURIER ADVERTISING/PUBLISHING 246.66, BISON GRAIN CO. FUEL/LABOR 2,010.52, BISON IMPLEMENT REPAIRS 1,108.25, BURKHALTER, BRAD REIMBURSE MEALS 114.00, CLARK, EMMA REIMBURSE SUPPLIES 100.00, COMFORT SUITES-RAPID TRAVEL 300.00, DACOTAH BANK CREDIT CARD FUEL/SUPPLIES 1,654.16, EASY TIME CLOCK FEE 21.00, GRAINGER SUPPLIES 127.08, GRAND ELECTRIC ELECTRICITY 2,443.00, HAGGERTY'S PORTABLE COLUMN SPEAKER 1,499.00, HERMITAGE ART CO.INC SUPPLIES 33.82, HILLYARD/SIOUX FALLS CUSTODIAL SUPPLIES 386.95, HOSTUTTLER, HANNA MILEAGE TO PARENTS 1,493.28, IMPREST ACCOUNT MAY IMPREST REIMBURSE 1,695.07, JOHNSON, JEFFREY REIMBURSE FOR GAS 83.04, KB JEWELERS ENGRAVE PLAQUES 30.00, KELLER, BRIDGET MILEAGE TO PARENTS 410.04, KOPREN, HEIDI MILEAGE TO PARENTS 514.08, LEMMON EMT ASSOCIATION CPR TRAINING 102.50, LEMMON IGA SUPPLIES 215.28, NATIONAL FFA ORGANIZATION AWARDS 339.50, POSITIVE PROMOTIONS, INC. YEARS OF SERVICE PINS 181.95, RAMKOTA-- WATERTOWN TRAVEL 1,879.84, RUNNINGS SUPPLIES 449.97, RUSHMORE PLAZA HOLIDAY INN TRAVEL 141.00, RYEN, CHRISTI MILEAGE TO PARENTS 615.06, SCHOOL LUNCH FUND INSERVICE LUNCH 179.45, SDHSAA SUPPLIES 133.00, SERVALL UNIFORMS & LINEN SUPPLY CUSTODIAL SUPPLIES 115.38, SUPER 8 -SIOUX FALLS TRAVEL 192.00, TEACHER SYNERGY SUPPLIES 93.24, TLC FABRICATION LABOR 522.75, TOWN OF BISON WATER/SEWER/GARBAGE 211.75, VANDERPOOL, BRIDGET MILEAGE TO PARENTS 546.72, WADDELL, JOYCE SUPPLY REIMBURSEMENT 574.03, WELLS, LITA REFUND 45.00, WEST RIVER COOP TEL BUS.MGR.-TELEPHONE 443.21

**Total General Fund: 25,277.61**

ADVANCED BUSINESS METHODS COPIER LEASE 578.50, COMBINED BUILDING SPECIALTIES BLEACHERS 91,381.00, DACOTAH BANK CREDIT CARD COMPOSITE DISPLAY 2,185.62, DERKSEN FLOORS INC. GYM AND BENTLEY FLOOR 5,500.00, HILLYARD/SIOUX FALLS SUPPLIES BENTLEY BUIDLING 3,455.73, KARL'S APPLIANCES SUPT HOUSE 1,407.00, KOPREN, ARLA REIMBURSE SUPPLIES SUPT HOUSE 106.73, MCDERMOTT, SHANA CLEAN SUPT HOUSE 1,480.00, OLSONS' CARPET FLOORING SUPT HOUSE 6,831.50, PERMA BOUND LIBRARY BOOKS 202.45, SCHMITT CONSTRUCTION LLC LABOR SUPT HOUSE 15,556.45, TOWN OF BISON LANDFILL 25.00, TRINITY ELECTRICAL WORKS STOVE HOOD 9,176.92, TURBIVILLE PHOTOGRAPHY PICTURE FOR DISPLAY 5,279.50

**Total Capital Outlay Fund: 143,166.40**

HANDS ON HEALTH THERAPY 3,476.15, IMPREST ACCOUNT POSTAGE 9.85

**Total Special Education Fund: 3,486.00**

BEER, CARRIE REIMBURSE LUNCH TICKET 21.00, CARMICHAEL, KYLE REIMBURSE LUNCH TICKET 116.10, DACOTAH BANK CREDIT CARD SUPPLIES 516.82, LEMMON IGA FOOD PURCHASES-LUNCH 16.77, PALMER, BRISTOL REIMBURSE LUNCH TICKET 10.80, SEIM, TALLY REIMBURSE LUNCH TICKET 28.50, SYSCO FOOD SERVICES OF ND FOOD PURCHASES-LUNCH 1,706.98, UTTER, VIRGINIA REIMBURSE FOOD PURCHASED 20.04, VEAL, JENNIFER REIMBURSE LUNCH TICKET 215.30, WELLS, LITA REIMBURSE LUNCH TICKET 136.50

**Total School Lunch Fund: 2,788.81**

BELLE FOURCHE COUNTRY CLUB GOLF ENTRY FEES 80.00, BISON SCHOOL FCCLA REIMBURSE FOR STATE TRAVEL 500.00, BURKHALTER, BRAD REIMBURSE FOR SUPPLIE 10.65, DINN BROTHERS GOLF AWARDS 100.00, HARRIS, DAWN REIMBURSE DOT PHYSICAL 100.00, LEMMON GOLF COURSE GOLF ENTRY FEES 55.00, NEWELL SCHOOL DISTRICT GOLF ENTRY FEES 80.00, NORTHWEST AREA SCHOOLS ACADEMIC OLYMPICS ENTRY FEE 345.00, PECK, TRISH NHS INDUCTION SPEAKER 25.00, PETTY CASH POSTAGE 59.07, SCHOOL LUNCH FUND LUNCHES 33.95, SD DEPARTMENT OF CRIMINAL INVESTIGATION FINGERPRINTS 216.25, TIMBER LAKE SCHOOL DISTRICT TRACK ENTRY FEE 100.00

**Total Imprest Fund: 1,704.92**

ACT TESTING 1,105.50, BEER, CARRIE BHSU STUDENT TEACHER 50.00, BEST WESTERN RAMKOTA -SIOUX FALLS STATE FCCLA HOTEL ROOMS 769.93, DACOTAH BANK CREDIT CARD JUNIORS PROM SUPPLIES 703.28, FAMILY CAREER AND COMMUNITY LE NATIONAL FCCLA REGISTRATION 1,950.00, GRAND RIVER MUSEUM FIELD TRIP 54.00, HAMPTON INN-BROOKINGS STATE FFA HOTEL ROOMS 3,138.00, LEMMON IGA PROM SUPPLIES 175.24, MATTHEWS, JOYCE SENIOR GIFTS AND STATE MEAL 183.09, PALACE THEATRE FIELD TRIP 126.00, PETTY CASH CASH TO REFUND STUDENTS 5.50, PETTY CASH STUDENT COUNCIL 300.00, SERR, KYRA BHSU STUDENT TEACHER 50.00, TURBIVILLE PHOTOGRAPHY PROM PICTURES 336.00

**Total Trust and Agency Fund: 8,946.54**

Elem-\$45,407.54; Junior High-\$7,289.16; High School-\$21,074.93; Title I-\$4,134.92; Guidance-\$4,443.75; Library-\$2,600.32; Technology-\$602.58; Superintendent-\$6,281.39; Secretarial-\$3,197.43; Fiscal-\$3,333.33; Custodial-\$5,775.70; Bus Route-\$3,055.00; Co-curricular-\$2,206.74; Sped Instruction-\$10,689.27; Sped Admin-\$250.00; School Lunch-\$4,144.41

**Total Payroll for May - \$124,486.47**

**DELEGATIONS**

None

**CONFLICT DISCLOSURES**

None

**BUILDING UPDATE**

Azevedo reported no report from the attorney. She has been sending all information that she has to the attorney to make sure they have all the same information.

Collins requested to keep his computer, email address and an internet drop in the boiler room to continue assistance with the HVAC system. Request granted.

Aaron Eisland, attorney, came and toured the school. He suggested tearing out the sidewalk in the back of the school and put in rock around the building and change the slope for better drainage. Discussion followed. It was decided to get another opinion before proceeding.

**CONTRACT APPROVALS**

**182.** Motion by Veal second by Stadler to approve the contract of Julia Brixey as Special Education Summer School Teacher in the amount of \$20 per hour for the 2023 summer school term. **Motion carried.**

**183.** Motion by Kopren second by Veal to approve the contract of Sean Sweet as Summer Weight Training Advisor in the amount of \$1,500.00 for the 2023 summer school term. **Motion carried.**

**184.** Motion by Stadler second by Kopren to approve the contract of Bridget Vanderpool as STEM Summer Theatre Instructor in the amount of \$1,000.00 for the 2023 summer school term. On roll call vote; Kopren-aye, Stadler-aye, Veal-aye, Besler-abstain. **Motion carried.**

**185.** Motion by Kopren second by Stadler to approve the contract of Gracee Collins as STEM Summer Theatre Instructor in the amount of \$1,000.00 for the 2023 summer school term. On roll call vote; Besler-aye, Kopren-aye, Veal-abstain, Stadler-aye. **Motion carried.**

**186.** Motion by Stadler second by Veal to approve the contract of Eliza Loughlin as Summer Theatre Instructor in the amount of \$1,000.00 for the 2023 summer school term. **Motion carried.**

**187.** Motion by Kopren second by Veal to approve the contract of Alisa Costello as 5<sup>th</sup> Grade Teacher in the amount of \$45,000.00 for the 2023-2024 school year. **Motion carried**

**188.** Motion by Veal second by Stadler to approve the contract of Janice Acosta as 7-12 Science Teacher in the amount of \$48,745.00 for the 2023-2024 school year. **Motion carried**

**189.** Motion by Veal second by Stadler to approve the following coaching contracts for the 2023-2024 school year; Kodi Swedlund-JH Volleyball-\$1,142.67, Hope Crabtree-Assistant Volleyball-\$2,190.12, Brad Burkhalter-Cross Country-\$3,116.62 and Dylan Beckman-Football-\$3,116.62. **Motion carried.**

190. Motion by Stadler second by Veal to approve the contract of Kortney Seidel as Head Volleyball Coach in the amount of \$3,116.62 for the 2023-2024 school year. On roll call vote; Stadler-aye, Veal-aye, Besler-aye, Kopren-abstain. **Motion carried.**

#### **OPEN ENROLLMENT**

191. Motion by Kopren and second by Veal to approve open enrollment #24-1 effective with the 2023-2024 school year. **Motion carried.**

#### **OUT OF STATE TRAVEL POLICY**

Discussion about the Out-of-State travel policy. It was decided to add to the agenda in July and find out what other schools offer.

#### **FOOTBALL GRADES 4-6**

Sean Sweet and Sarah Eggebo were present to ask about the possibility of grades 4-6 football. It was decided to add to the agenda in July and have them come back with more information on number of students interested and options.

#### **KATHLEEN ENGLE END OF YEAR REPORT**

Kathleen Engle gave a year-end report.

#### **RESIGNATION**

192. Motion by Veal and second by Stadler to accept the resignation of Dara Kahler effective at the end of the 2022-2023 school year. **Motion carried.**

#### **BUS DRIVER CONTRACTS**

193. Motion by Veal and second by Kopren to approve all route bus driver contracts as presented for the 2023-2024 school year. **Motion carried.**

#### **NON-CERTIFIED CONTRACTS**

194. Motion by Stadler second by Kopren to approve all non-certified contracts as presented for the 2023-2024 school year. **Motion carried.**

#### **GYM MATS**

Thompson presented the one quote received from Dakota Sports to replace the stage and wall padding in the gym. Wall padding quote \$3,850 and State Padding quote \$4,425. Discussion followed. It was decided to ensure that we have the proper padding for the gym and to get a new quote for next month.

#### **SURPLUS PROPERTY**

Thompson presented a listing of items for surplus.

195. Motion by Stadler second by Kopren to approve the list presented. **Motion carried.**

#### **RESOLUTION #2023-5**

**IN AS MUCH AS**, the following items listed below is deemed no longer necessary or suitable for school use and will be disposed of.

Cooler and Freezer Shelves  
Syrup Pitchers  
Range Vent Hood  
Stove and Hood - Superintendent House  
(2) Humidifiers

The stove was advertised for bids.

#### **BIDD OPENING - POTATO PEELER AND KITCHEN STOVE**

Thompson presented the bids received for the sale of surplus items.

Potato Peeler: Fern Besler \$20.23, Brad Burkhalter \$5.55 and Danelle Gerbracht \$25.75  
Stove: Greg Fried \$41.00

196. Motion by Stadler and second by Veal to accept the bid from Danelle Gerbracht for the potato peeler. **Motion carried.**

197. Motion by Veal and second by Stadler to accept the bid from Greg Fried for the stove. **Motion carried.**

**KITCHEN CABINET QUOTE**

Virginia Utter presented the following quotes to paint the kitchen cabinets:  
Jeff VanVactor \$60 per hour, Kathy Hafner \$30 per hour, Virginia Utter \$25 per hour.

198. Motion by Veal and second by Kopren to accept the quote from Virginia Utter to paint the kitchen cabinets. **Motion carried.**

**OPERATING TRANSFER**

199. Motion by Veal and second by Stadler to approve the operating transfer of \$175,000.00 from the Capital Outlay Fund to the General Fund. **Motion carried.**

**APPROVAL OF CONTINGENCY TRANSFERS**

200. Motion by Stadler second by Veal to authorize the business manager to make the necessary transfers for the 2022-2023 school year as needed. **Motion carried.**

**SUPPLEMENTAL BUDGET**

Thompson presented a Supplemental Budget for the 2022-2023 fiscal year. Discussion followed.

201. Motion by Veal second by Kopren to approve the supplemental budgets in the amount of \$43,863 in the General Fund and \$81,341 in the Capital Outlay Fund. **Motion carried.**

**GENERAL FUND  
APPROPRIATIONS:**

10-1111	Elementary	\$ 1,400
10-1121	Junior High	\$ 799
10-1131	High School	\$12,339
10-1273	Title I	\$ 5,950
10-2122	Guidance	\$15,939
10-2213	Improv of Instruction	\$ 326
10-2229	Educational Media	\$ 299
10-2411	Support Services	\$ 250
10-2440	Title I	\$ 6,561

**MEANS OF FINANCE:**

10-1992	Misc	\$ 539
10-1992-025	Northstar	\$ 7,537
10-3125-104	Mentoring Grant	\$ 326
10-4149-105	Federal Reap	\$15,939
10-4158-011	Title I	\$12,511
10-4190-021	Esser 2	\$ 250
10-4190-022	Esser 3 General	\$ 4,562
10-4190-024	Esser 3 Learning Loss	\$ 2,199

**CAPITAL OUTLAY FUND  
APPROPRIATIONS:**

21-1121	Junior High	\$ 5,072
21-1131	High School	\$ 5,832
21-2222	Educational Media	\$ 119
21-2227	Educational Media	\$ 4,551
21-2530	Facilities	\$45,381
21-2540	Facilities	\$17,248
21-2562	Food Services	\$ 3,138

**MEANS OF FINANCE:**

21-4191-022	Esser 3 General	\$ 7,764
21-1990-050	Misc	\$ 6,500

21-1920-201	Donations	\$ 9,000
21-5160	Surplus	\$58,077

#### **INSURANCE APPROVAL**

**202.** Motion by Kopren second by Stadler to approve the Property and Liability with Associated School Boards premium in the amount of \$36,297 and the Health Insurance rates with a 6% increase, Dental Insurance rates with a 5% increase and Vision Insurances with a 4% increase for the 2023-2024 school year. **Motion carried.**

**203.** Motion by Veal and second by Stadler to approve the cyber insurance with Gallagher in the amount of \$3,250 for the 2023-2024 school year. **Motion carried.**

**204.** Motion by Kopren and second by Veal to pay for plan 4 coverage for Dr. George Shipley for the 2023-2024 school year per his employment contract. **Motion carried.**

#### **HANDS ON HEALTH CONTRACT**

**205.** Motion by Stadler second by Kopren to approve the contract of Hands on Health for PT and OT services for the 2023-2024 school year at a rate of \$80.00 per hour. **Motion carried.**

#### **AUDITORS CONTRACT**

**206.** Motion by Stadler and second by Veal to approve the quote from Cahill Bauer and Associates LLC in the amount of \$13,250 for the 2022-2023 audit. **Motion carried.**

#### **GOLF MARKER**

Jeffrey Johnson was present to discuss paying the golf marker that the school is required to provide for the regional and state golf meets. Discussion followed. It was decided to find out what other schools are paying and report back at a future meeting.

#### **ASBSD RISK CONTROL REPORT**

Azevedo presented a copy of the Associated School Boards Protective Trust Risk Control Report.

#### **DESIGNATION OF TITLE AUTHORITY/APPROVE CONSOLIDATED APP**

**207.** Motion by Stadler second by Veal to authorize Superintendent Azevedo as the signor on the Title I application and submission for the 2023-2024 school year. **Motion carried.**

#### **PAYMENT FOR ACCUMULATED VACATION DAYS**

Azevedo requested that her accumulated vacation days be paid upon her retirement.

**208.** Motion by Stadler and second by Veal to authorize payment to Azevedo for accumulated vacation days at her current pay rate. **Motion carried.**

#### **NORTHWEST AREA SCHOOLS COOPERATIVE REPORT**

Veal gave a short report.

#### **ATHLETIC DIRECTOR REPORT**

Congratulations to the state track and golf participants.  
Open coaching positions discussed.

#### **BUSINESS MANAGER REPORT**

Thompson reported that Dr. Shipley would like to increase the internet speed at the Superintendent house. To increase the speed, it would cost an additional \$20 per month. It was decided to leave the speed as is but to provide a router.

#### **SUPERINTENDENT REPORT**

Report cards sent out  
131 projected enrollment for fall  
Summer programs  
CPR Training for Teachers  
End of year reports  
Handbooks and Policy book updates leaving for Dr. Shipley to update

ASBSD Conference in August for board members  
Open positions update

**EXECUTIVE SESSION**

209. Motion by Kopren second by Stadler to enter into executive session to discuss personnel issue SDCL 1-25-2. **Motion carried.** Chairman Beckman declared the meeting into executive session at 9:55 pm and back in regular session at 10:15 pm.

210. Motion by Stadler second by Kopren to adjourn the meeting at 10:16 pm **Motion carried.**

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**Brad Besler, Chairman**

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**Angela Thompson, Business Manager**

<b>Attachment A</b>	<b>GENERAL</b>	<b>CAPITAL OUTLAY</b>	<b>SPECIAL ED</b>	<b>IMPACT AID</b>	<b>LUNCH</b>	<b>IMPREST</b>	<b>CUSTODIAL</b>
Cash on Hand 05-01-2023	\$11,469.68	\$6,233.08	\$2,108.28	\$0.00	\$6,292.17	\$4,299.10	\$69,025.74
Invested In Securities	\$216,024.66	\$420,308.53	\$358,965.58	\$287,573.44	\$0.00	\$0.00	\$0.00
Receipts:							
Local Sources:							
Taxes	\$211,755.59	\$137,587.31	\$42,508.35				
Interest	\$4,116.35	\$2,158.12	\$1,858.48				
Food Service					\$3,409.90		
Other	\$407.55	\$12,720.00				\$700.90	\$3,020.88
Intermediate Sources:							
County Apportionment							
State Sources:							
Unrestricted grants-in-aid	\$37,695.00						
Federal Sources:							
Grants-in-Aid	\$11,959.18				\$2,178.16		
Total Receipts	\$265,933.67	\$152,465.43	\$44,366.83	\$0.00	\$5,588.06	\$700.90	\$3,020.88
Total Disbursements	\$157,365.24	\$12,935.72	\$12,761.93	\$0.00	\$6,322.92	\$1,704.92	\$8,946.54
Cash on Hand 05-31-2023	\$5,026.27	\$16,017.36	\$2,346.35	\$0.00	\$5,557.31	\$3,295.08	\$63,100.08
Invested In Securities	\$331,036.50	\$550,053.96	\$390,332.41	\$287,573.44	\$0.00	\$0.00	\$0.00
<b>Osacar Smith Scholarship Fund</b>							
Cash on Hand 05-01-2023	\$128.52						
Invested in Securities	\$306,476.79						
Interest Income	\$6.80						
Cash on Hand 05-31-2023	\$128.52						
Invested in Securities	\$306,483.59						