The Howard School Board met in special session on Thursday January 24, 2019 at 6:00 p.m. in the conference room of the Howard High School. President Julie Schwader called the meeting to order with Members Jillian Calmus, Rebecca Connor, Cody Hoyer, Stacy Kampshoff, Evan Meyer, and Laura Shumaker present. Others present were Superintendent/Secondary Principal Todd Lee and Elementary Principal/Asst Supt Chris Noid. Business manager Marcia Sherman was absent.

Jillian Calmus was appointed secretary in absence of the business manager.

Motion by Shumaker, seconded by Meyer to approve the agenda for the meeting. All members voted eye.

In the fall of 2018, the 2012 Open Campus Policy was inadvertently placed in the Student Planner. The current policy was approved in 2016 and is reinstated. The 2016 policy will reevaluated for the 2019-2020 school year.

Motion by Meyer, seconded Kampshoff to enter into Executive session at 6:13 pm for personnel matters in accordance with SDCL 1-25-2(1). Wade Erickson was present for a portion of the session.

The board came out of executive session at 10:40 pm.

Shumaker made the motion to accept Christa Miller’s resignation from Assistant Girls Basketball Coach with no compensation due to unfulfilling her contractual duties for the 2018-2019 season. The motion also authorized advertisement for the Assistant Girls Basketball Coach vacancy. Kampshoff seconded the motion with all members voting eye.

Motion by Kampshoff, seconded by Calmus and unanimously carried, to hire Matt Goth as Junior High Track at a wage of $3182.

Motion by Meyer, seconded Connor and unanimously carried, to hire Alex Babcock as Assistant Track Coach at a wage of $3182.


Motion to adjourn at 10:46 pm made by Meyer, seconded by Kampshoff and carried.

ATTEST:

Jillian Calmus, Secretary Pro-tem
The regular monthly meeting of the Howard School Board was held in the conference room of Howard High School on Monday, January 14, 2019 at 7:00 p.m. President Julie Schwader called the meeting to order with the Pledge of Allegiance. Members Jill Calmus, Becky Connor, Cody Hoyer, Stacy Kampshoff, Evan Meyer and Laura Shumaker were present. Others present were Superintendent/Secondary Principal Todd Lee, Elementary Principal/Asst Supt Chris Noid, Business Manager Marcia Sherman and Teacher Donna Mathison.

Motion by Calmus, seconded by Meyer, to approve the agenda for the meeting. All members voted aye.

In open forum, High School Seniors Casidee Clary, Zach Pardy and Marlena Collins submitted a request for policy change allowing students to earn open campus eligibility at an earlier date by completing community service projects. The request was referred to the Policy Review Committee.

A thank you note was received from the family of Wanda Paul.

Motion by Connor, seconded by Shumaker and carried to approve the consent agenda including approval of claims presented for payment, approval of the minutes from the December 10th meeting and approval of the December Financial, Budget Status and Agency Account reports.

December, 2018 Financial Report

**General Fund:** Beginning Balance $484,121.44; Receipts $159,158.16; Disbursements $279,346.16; Ending Balance $363,933.44.

  - Receipts: Taxes 84,266.29, Penalty & Interest on Taxes 873.22, Earned Interest 888.19, Yearbook 285.00, Laptop damages 200.00, Pixellot Camera subscription share 63.00, Admissions 3116.00, Rentals 42.50, Rivers Edge fan bus sponsor 230.72, Miscellaneous 173.00, State Fines 817.24, State of SD -State Aid 66,753.00, Sale of surplus drums 1250.00, Supervisory Teacher Stipends 500.00.

**Capital Outlay Fund:** Beginning Balance $969,646.65; Receipts $1,198,721.99; Disbursements $426,945.10; Ending Balance $1,741,423.54.

  - Receipts: Taxes 138,334.51, Penalty & Interest on Taxes 1040.83, Earned Interest 1002.86, Bond Proceeds 1,025,000.00, Federal Reimbursement 33,343.79.

**Special Education Fund:** Beginning Balance $1,373,204.05; Receipts $45,573.60, Disbursements $68,713.64; Ending Balance $1,350,064.01.

  - Receipts: Taxes 43,483.88, Penalty & Interest on Taxes 330.46, Earned Interest 903.11, Medicaid Direct 856.15.

**Pension Fund:** Beginning Balance $156,019.20; Receipts $164.95; Ending Balance $156,184.15.

  - Receipts: Taxes 2.91, Penalty & Interest on Taxes .68, Earned Interest 161.36.

**Debt Service Fund:** Beginning Balance $649,738.37; Receipts (Earned Interest) $1837.76; Ending Balance $651,576.13.

**Capital Projects Fund:** Beginning Balance $14,145.92; Receipts (Earned Interest) $14.63; Ending Balance $14,160.55.

**Food Service Fund:** Beginning Balance $25,746.23; Receipts $16,621.76; Disbursements $16,139.37; Ending Balance $26,228.62.


**Other Enterprise Funds:** Beginning Balance $21,737.22; Receipts $692.48; Disbursements $812.72; Ending Balance $21,616.98.
Capital Outlay Fund

receipts: Earned Interest 22.48, FAST Fees 670.00.

Total All Funds: Beginning Balance $3,694,359.08; Receipts $1,422,950.33, Disbursements $792,121.99; Ending Balance $4,325,187.42.

Agency Accounts: Beginning Balance $219,339.75; Receipts $29,849.13; Disbursements $35,059.06; Ending Balance $214,129.82.

December Payroll by department (2 Biweekly pay dates this month)

Employer’s share of benefits –
EFTPS, social security 11,912.33, Medicare 2786.01, SD Retirement System, retirement contributions 12,028.79, Oppenheimer 680.00, Sanford Health Plan/Dakota Care 33,989.22, group health insurance, Sanford Health Plan, HSA contribution 31.62, Unum, 70.36, group life insurance.

Claims Presented for Payment, January 14, 2019:

General Fund:
Alex Babcock, substitute teacher 100.00, Amy Beers, substitute teacher 200.00, Katie Brooks, supervisory teacher 250.00, Deb Dawson, sub teacher and aide 270.00, Connie Eliason, sub clerical and teacher 500.00, Macy Erickson, substitute teacher 328.50, Matthew Goth, substitute teacher 650.00, Janeane Henn, substitute teacher 100.00, Joan Karlen, substitute teacher 1012.50, Nick Koepsell, activity bus driver 439.45, Douglas Larsen, substitute and activity bus driver 271.89, Elizabeth Muller, sub clerical and teacher 275.00, Jamie Nelson, substitute teacher 100.00, Berin Pach, substitute teacher 200.00, Diane Rentz, substitute aide 22.50, Erika Trapp, substitute teacher 87.50, Theresa Utje, supervisory teacher 250.00, Alliance Communications, telephone 585.00, Cheerleading.com, uniform 185.49, Cole Papers, soap 556.60, Ecolab Pest Elimination, service 144.83, Fastenal, hardware 130.02, First National Bank-VISA, supplies 249.39, play script & royalty 132.50, Foreman Sales & Service, bus part 191.13, Grapevines, memorial 55.00, Graves IT Solutions, services 315.00, Hardware Hank, supplies 403.04, Home Service Water Condition, RO rental 20.00, Homestead Building Supplies, repairs 48.84, Howard Farmers Coop, fuels and parts 3043.44, Howard City, utilities 5217.54, Howard High School-Petty Cash, postage 66.32, Imprest-officials 1642.32, meals 24.00, basketball fees 100.00, wrestling fees 253.00, insurance 386.57, motel expense 151.00, music auditions 18.00, Johnson Controls, repairs 886.97, Jostens, diploma supplies 12.00, Kramer Bros Construction, floor repair 153.06, Lodge at Deadwood, motel expense 346.00, Matheson Tri-Gas, rental 339.64, Donna Mathison, supplies 27.44, McLeod Printing and Office, supplies 174.95, Miner Co Pioneer, publishing 511.54, Music Dept –SDSU, conference 30.00, Chris Noid, supplies 4.26, North Central Bus Sales, parts 954.56, Northwestern, natural gas 4083.57, Office Peeps, supplies 764.29, PCM-G, computer parts 5763.65, Pepper, music 233.38, Pfeifer Implement, parts 141.09, Popplers Music, supplies and repairs 116.98, Postmaster, postage 500.00, Prairie Lakes, director expense 58.07, Quill Corporation, supplies 22.98, Rafferty-Robbins, supplies 3.99, Resylke, LLC, parts 18.82. Rusty’s Store, supplies and food 336.69, S & S Contracting, repairs 677.35, Sanford Health Plan, flex fees 50.00, School Specialty, supplies 67.98, Kailee Schwader, supplies 29.61, SD Dept of Revenue, license plates 100.35, SD Dept of Health, nursing services 855.00, SDAAE, Ag Ed supplies 110.00, SD High School Activities Assn, fee 50.00, Sturdevant’s Auto Parts, parts and supplies 71.82, Taylor Music, parts 181.00, Thrive Nutrition Services, faculty picnic 332.40, TrioTel Communications, colony Internet 147.92.

Capital Outlay Fund:
First National Bank-VISA, cables 43.98, Follett School Solutions, library books 349.87, FoxPrint, gym wall prints 5320.68, Josh’s Tools, LLC, diagnostic system 1650.00, Kramer Bros Construction, bus garage approach 16,979.62, Merlin Moe Painting, paint panels 80.00, Mid States Audio, cable 205.60, Shannon Colony, building rent and copier use 7250.00, Tellinghuisen, Pmt 9-HS addition 206,625.00, TSP, architect fees 3504.56.

Special Education Fund:
Deb Dawson, substitute aide 90.00, Connie Eliason, substitute aide 100.00, Matthew Goth, substitute aide 37.50
Berin Pach, substitute aide 100.00, Payments made to other institutions for student services 10,696.19, mileage paid to parents 130.20, First National Bank-VISA, testing 190.83, Howard PT, services 627.00, Paula Kingery, mileage 50.40, Madison Central School District, director services 1545.69, Madison Community Hospital, OT services 1597.38, Prairie Lakes Ed Co-op, pysch and director expenses 2357.39, Rusty’s Store, supplies 119.43, Sanford Health Plan, flex fees 4.00.

Food Service Fund:
Thrive Nutrition Services, December meals 16,312.50.

Other Enterprise Funds (FAST):
Raylynn Laible, wages 100.77, Lea Selken, wages 332.50, Kristen Steinmetz, wages 311.90.

Parking at Howard Elementary and student pickup and drop-off issues were again discussed. School officials will encourage drivers to drop-off and pickup students on the south side of the building by coming from the east to prevent students from crossing in front of oncoming traffic. Limited parking time will also allow for better flow of traffic along College Ave.

Motion by Shumaker, seconded by Hoyer and carried, authorizing the superintendent to draft a letter stating permission for the Clay Target League to use the school district mascot and logo for the team.

Jean Winker submitted a request for new band uniform jackets and some replacement trousers at a cost of $13,815.90. She will request funding assistance from the Band and Chorus and All Activities Booster organizations to defray some of the cost to the school district. Motion by Connor, seconded by Kampshoff and carried, authorizing placement of the order.

Sherman presented projections for the financial status of the General and Capital Outlay funds. Discussion was held regarding planned projects to renovate restrooms in the Jr-Sr High School and additional cold storage units and shop areas to the bus barn on the Jr-Sr High School lot.

Shumaker moved to set the date for the annual combined election for the Howard School District and municipalities of Howard and Canova for June 18, 2019 with polling places at the Howard City Council Chambers and Canova and Carthage Community Centers. The motion was seconded by Meyer and carried with all present voting aye.

The school district was awarded a grant for 25% of the cost of a new bus or $21,735 through the EPA State Clean Diesel Fund program. Stipulations of the grant require the disablement of a bus currently in use by the district that is of older emissions standards.

The annual meeting of the Northern Plains Insurance Pool is scheduled for March 20th in Huron. Representatives will learn of the status of the insurance pool and premium rates effective July 1st.
Sherman reported notification from Standard and Poors Global Ratings of a reduction from a AA rating for the school district to a rating of A+. The change is mainly due to state funding options allowing the transfer of Capital Outlay Funds to the General Fund to be used for general operations. This option has the potential to reduce project funding availability and resulted in the lower rating. The school district does not anticipate the need to borrow funds in the near future.

Motion by Meyer, seconded by Hoyer and carried, to transfer the $14,160.55 balance of the Capital Projects Fund remaining after the 2017-2018 renovation project to the Capital Outlay Fund.

Activities Director Pat Ruml recommended the following rates of pay for event workers to take effect in the 2019-2020 activities year:

<table>
<thead>
<tr>
<th>Co-curricular Staff Rates 1-10-19</th>
<th>VARSITY</th>
<th>JV &amp; (C)</th>
<th>JH</th>
</tr>
</thead>
<tbody>
<tr>
<td>FOOTBALL</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>OFFICIALS (GAME)</td>
<td></td>
<td>$20</td>
<td>$20</td>
</tr>
<tr>
<td>CHAIN (PER GAME)</td>
<td>$25</td>
<td>$10</td>
<td>$10</td>
</tr>
<tr>
<td>ANNOUNCER (PER GAME)</td>
<td>$25</td>
<td></td>
<td></td>
</tr>
<tr>
<td>CLOCK (GAME)</td>
<td>$25</td>
<td>$10</td>
<td>$10</td>
</tr>
<tr>
<td>XC</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>SCORER (PER DAY)</td>
<td>$25</td>
<td></td>
<td></td>
</tr>
<tr>
<td>VB</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>OFFICIALS (GAME)</td>
<td></td>
<td>$20</td>
<td>$20</td>
</tr>
<tr>
<td>LINE JUDGE (GAME)</td>
<td>$25</td>
<td>$10</td>
<td>$10</td>
</tr>
<tr>
<td>BOOK (PER GAME)</td>
<td>$25</td>
<td>$10</td>
<td>$10</td>
</tr>
<tr>
<td>CLOCK (GAME)</td>
<td>$25</td>
<td>$10</td>
<td>$10</td>
</tr>
<tr>
<td>LIBERO TRACKER (GAME)</td>
<td>$25</td>
<td>$10</td>
<td></td>
</tr>
<tr>
<td>WRESTLING</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>TICKETS (TOURN)</td>
<td>$85(2)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>COMPUTER OPERATOR (TOURN)</td>
<td>$100</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ADMINISTRATOR (TOURN)</td>
<td>$100</td>
<td></td>
<td></td>
</tr>
<tr>
<td>TRAINER (TOURN)</td>
<td>$200</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ANNOUNCER TOURN/QUAD/DUAL</td>
<td>$100/$35/$25</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Varsity Officials will be paid the following for each event:

<table>
<thead>
<tr>
<th>Event</th>
<th>Rate 1</th>
<th>Rate 2</th>
<th>Rate 3</th>
</tr>
</thead>
<tbody>
<tr>
<td>FB</td>
<td>$125</td>
<td></td>
<td></td>
</tr>
<tr>
<td>VB</td>
<td>$85</td>
<td></td>
<td></td>
</tr>
<tr>
<td>WR</td>
<td>$100 (Dual)</td>
<td>$125 (Quad)</td>
<td>$250 (tourney)</td>
</tr>
<tr>
<td>BB</td>
<td>$85 (2 man crew)</td>
<td>$120 (3 man crew)</td>
<td></td>
</tr>
<tr>
<td>TRACK</td>
<td>$175 Starter</td>
<td>$175 Referee</td>
<td>$100 JH Starter</td>
</tr>
<tr>
<td>XC</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Motion by Connor, seconded by Calmus and carried, to approve the event worker rates as recommended.

Sherman noted a donation of $2306 was received from the Horizon Healthcare Foundation administration fundraiser to go toward school lunch accounts. School district staff also contributed another $824 toward the bills through “December Jeans Days”. The board expressed appreciation for both gifts.

Noid and Lee delivered administrative reports regarding Sanford Harmony and Catch my Breath programs, Child Find scheduled for March 4th & 5th, curriculum reviews and scheduling of replacement curriculum, activity passes for classified staff willing to work an event, replacement vehicle for driver education and the state report card and Smarter Balance data reports. Plans for the January 21st staff inservice were also noted.

Schwader reported on the recent Prairie Lakes Educational Cooperative board of directors meeting and her plans to attend negotiations workshops, Legislative Action Network training and ASBSD Legislative Days.
The February 11th meeting was rescheduled to February 12th at 7:00 p.m. The HEA and School Board Table Committees are scheduled to meet at 6:00 p.m. The next meeting is scheduled for Thursday, January 24th at 6:00 p.m.

Motion by Meyer, seconded by Shumaker and carried, to adopt the 2019-2020 School Year Calendar that includes five early out days for students to allow time for professional development of staff members.

Progress on the building addition was discussed. Buildings and Grounds Committee members will schedule a meeting to review project plans for the next school year.

The FFA Livestock Judging team was noted for their 1st place and 4th place finishes at the Western National Roundup competition in Denver. Team members from Howard included Logan Schlim, Tanner and Carter Calmus and Briar Feldhaus with Charlene Weber serving as advisor.

Board members also congratulated Anna Schwader crowned Princess of the Spring at the Snow Queen Festival in Aberdeen and Rebekah Mentele for placing second in the talent competition.

Motion by Kampshoff, seconded by Calmus and carried, to enter into executive session at 8:56 p.m. for personnel matters in accordance with SDCL 1-25-2(1).

The board came out of executive session at 10:22 p.m. and adjourned with a motion by Kampshoff, seconded by Shumaker and unanimously carried.

ATTEST:

Marcia Sherman, Business Manager