

**Britton-Hecla School District 45-4**  
**November 12, 2024**  
**Board Meeting**

The regular meeting of the Board of Education, Britton-Hecla School District 45-4, Marshall County, Britton, SD was held on Tuesday, Nov. 12, 2024. President Knecht called the meeting to order at 6:00 P.M. Members present: Grupe, Hawkinson, Knecht, Landreth, Schuller, and Zuehlke. Members absent: Erickson. Others present: Supt. Benson, Bus. Mgr. Neiber, and Principals James & Richter.

**AGENDA:** Motion by Grupe, second by Hawkinson and carried to adopt the agenda after reorganizing the open forum to item 5, recognition of visitors to item 6, and moving items C, D, E F from Policy Second Readings to Policy First Readings.

**CONFLICTS DISCLOSURE:** No conflicts.

**OPEN FORUM:** The board attentively listened to multiple concerns raised by parents and community members regarding various issues affecting our students and school community. The board heard comments until 7:05pm. With no further comments, the board moved back to the agenda.

**RECOGNITION OF VISITORS:** Sheila Anderson – State Report Card Review

**REPORTS:** NESC and Committee reports were received.

**BUSINESS MANAGER REPORT:** Corrections to the October Minutes include adding Erickson to voting “AYE” on Policy’s 5011 and 5017, ATM Agreement – Schuller voted “NAY” with Landreth, Grupe, Erickson, Hawkinson, and Zuehlke voting “AYE”, discussed Student Transport Driving Rates: Regular Rate \$49.98-\$53.98, Activity Trips \$84.00, Mid Bus/Suburban \$35.00, Sped Bus (1 student) \$34.14, Sped Bus (2 students) \$44.14, Bus Extra Hours - \$12.00/hr., and Sub Bus Driver \$53.98. Moved to approve business manager reports including corrected Oct. 15<sup>th</sup> board meeting minutes, financial reports, bills, and transportation pay.

| October 2024             | GENERAL<br>FUND   | CAP OUT<br>FUND   | SPED<br>FUND      | FOOD SER<br>FUND  | ENTERPRISE<br>FUND | TRUST &<br>CUSTODIAL |
|--------------------------|-------------------|-------------------|-------------------|-------------------|--------------------|----------------------|
| <b>BEGINNING BALANCE</b> | <b>839,629.54</b> | <b>559,758.86</b> | <b>139,090.34</b> | <b>117,119.33</b> | <b>13,294.84</b>   | <b>120,326.28</b>    |
| Revenue:                 |                   |                   |                   |                   |                    |                      |
| Local                    | 96,790.10         | 41,417.85         | 17,653.76         | 15,275.01         | 754.70             | 27,385.95            |
| County                   | 2,442.35          |                   |                   |                   |                    |                      |
| State                    | 106,000.00        |                   |                   |                   |                    |                      |
| Federal                  |                   |                   |                   | 23,270.53         |                    |                      |
| Total Revenue            | 205,232.45        | 41,417.85         | 17,653.76         | 38,545.54         | 754.70             |                      |
| Less Total Expenditures  | (371,896.65)      | (1,704.94)        | (68,754.65)       | (48,003.35)       | (1,193.86)         | (20,517.59)          |
| <b>ENDING BALANCE</b>    | <b>672,965.34</b> | <b>599,471.77</b> | <b>87,989.45</b>  | <b>107,661.52</b> | <b>12,855.68</b>   | <b>127,194.64</b>    |

**GENERAL FUND:** Amazon Capital Services-Supplies-943.29, Tina Boldt-Belden-Services-570.00, Claire Bremmon-VB Dues And Fees-70.00, BMO-2,105.12, Britton Chamber of Commerce-2025 Membership Dues-50.00, CDJ Electric, Plumbing & Htg-Filters-1,031.78, Century Business, Products-WW Supplies-1,364.19, City Of Britton-Water & Sewer-1,144.93, Cole Papers, Inc.-Supplies-1,685.34, Coteau Des Prairies Health Care System-Trans Services-155.00, Eide Bailly-Audit Services-15,750.00, Full Circle Ag-Trans Motor Fuel-4,747.72, G & N LLC-Bus Safety Training-50.00, Cara Gigstad-Background Ck Reimb-43.25, Joshua Hawkinson-WR Coaching Fees-35.00, Holland Bros. Oil Co.-Repairs & Maintenance-5,693.78, Imprest Account-4,923.42, Jerke Irrigation-Winterization-500.00, Jostens-Yearbook-1,839.85, JW Pepper-Instrumental Music-323.99, Ken's Food Fair-HS Facs-227.59, Katrina Knecht-Background Ck Reimb-43.25, KSB School Law-Legal Services-275.00, Lehr Sanitation-Disposal Sept-Oct & Homecoming-975.00, Marc-Liquid Ice Melt-2,279.75, Marshall Co Journal-Publishing-163.15, Marshall County Ambulance-FB Services-600.00, Matheson Tri-Gas Inc-Welding Class Supp-643.20, Menards-Supplies-213.38, Meyer Hardware Hank-Maint Supplies-227.53, Northeast Educational Services Coop-Multi Service Coop-23.80, Office Of Weights And Measures-WR Services-28.00, Otter Tail Power Co.-Electricity-9,414.54, Prorate Services LLC-Random Drug Test-Drivers-81.03, Quarve Drug-HS Supplies-37.88, Riddell/All American Sports-FB Supplies-403.75, SASD-Busn Mgr

Dues-330.00, Scott's Lumber-HS Supplies-477.30, Sheyenne Transport LLC-FB Charter Bus-2,250.00, U.S. Food Service, Inc.-FS Supplies-246.83, Webster Area School District-CC Dues And Fees-68.00, WSS ECC-ECC Conference Dues-500.00 Fund Total: 62,535.64

**CAPITAL OUTLAY FUND:** CDJ Electric, Plumbing & Htg-Emergency Exit Installation-1,174.74, DRN-Ruckus Switches, Licensing, Wiring-12,285.34, Northern State University-HS Digital Textbooks-341.68, U.S. Bank-Paying Agent Fee-600.00, Valley Plains Equipment-Snow Blower-16,989.99, Wells Fargo Vendor Fin Serv-Oct 24 Copier Lease Pmt-723.93 Fund Total: 32,115.68

**SPECIAL EDUCATION:** Alpine Academy-Day School Tuition-8,190.00, Avera St. Luke's-OT/Pt Services-1,275.86, BMO-49.99, Community Transit-Student Transport-1,000.00, Christyl Forsyth-4 Trips Nursing Service-120.00, Rosemary Heitmann-Mileage Paid to Parents-241.20, Diana Kirschenmann-6 Trips Nursing Service-180.00, Michelle Smith-3 Trips Nursing Service-90.00, Northeast Educational Services Coop-Assessment-10,078.35, Cari Price-9 Trips Nursing Service-270.00, Sandra Peters-Mileage Paid to Parents-354.00 Fund Total: 21,849.40

**FOOD SERVICE FUND:** Bimbo Bakeries-Food-484.65, Cole Papers, Inc.-Kitchen Supplies-202.17, CWD-Fargo-Food/FS Supplies-6,416.70, East Side Jersey Dairy-Milk-2,620.95, Ken's Food Fair-Food-158.58, SD Dept Of ED-Food-2,732.36, Sunset Colony-Oct 2024 Meals-3,148.77, U.S. Food Service, Inc.-Food-4,116.39, Westwood Colony-October 2024 Meals-2,441.60 Fund Total: 22,322.17

**ENTERPRISE FUND:** Ken's Food Fair-Ost Supplies-40.08, U.S. Food Service, Inc.-Ost Supplies-28.78 Fund Total: 68.86

**PAYROLL:** Oct. Payroll Net Check, General Fund Salaries-177,895.04; SPED Education-25,154.50; Food Service-9,075.21, Enterprise Fund- 619.22 Total: 212,743.97

**CONSENT AGENDA ITEMS:** Motion by Landreth, second by Zuehlke and carried to approve the consent agenda: offer a working agreement to Sterling Mertens as assistant varsity gymnastics coach with a stipend of \$3375; 156 periods of unpaid leave for Kassie Roehr.

**POLICY FIRST READINGS:** Policies can be located on our school website under "Board Policies" or in the Business Office.

- A. 3014 Use of School Property Revision A
- B. 3014 Use of School Property Revision B
- C. 3001 Budget Revision
- D. 4025 Superintendent Revision
- E. 3025 Returned and Outstanding Checks Revision
- F. 2006 Complaint Procedure Revision A
- G. 2006 Complaint Procedure Revision B
- H. 5032 Closed Campus Revision
- I. 5033 Student Driving and Parking Revision

**POLICY SECOND READINGS:** Policies can be located on our school website under "Board Policies" or in the Business Office.

- A. **5004 Open Enrollment Revision A:** Motion by Landreth, second by Zuehlke to accept revisions recommendations from the Policy Committee. All voted aye, no dissenting vote; motion carried.
- B. **5004 Open Enrollment Revision B:** Motion by Landreth, second by Hawkinson to accept revisions recommendations from the Policy Committee. All voted aye, no dissenting vote; motion carried.

**POLICY LANGUAGE CHANGES FROM ADMIN:** Policies can be located on our school website under "Board Policies" or in the Business Office.

- A. **5001 Compulsory Attendance and Excessive Absences:** Motion by Schuller, second by Grupe to amend the language changes from administration to approve age clarification, handbook references, and considered truant. Discussion was held. All voted aye, no dissenting vote; motion carried.
- B. **5004 Open Enrollment:** Motion by Landreth, second by Hawkinson to accept language changes from administration. All voted aye, no dissenting vote; motion carried.

- C. **5018 Parent and Guardian Involvement in Educational Practices:** Motion by Hawkinson, second by Landreth to accept language changes from administration. Discussion was held. Schuller voted nay, with Landreth, Grupe, Hawkinson, and Zuehlke voted aye; motion carried.
- D. **5023 Student Illness:** Motion by Landreth, second by Zuehlke to accept language changes from administration. Discussion was held. Schuller moved to accept the language changes from administration and a format change, second by Landreth. All voted aye, no dissenting vote; motion carried.
- E. **5024 Medication of Students:** Motion by Landreth, second by Zuehlke to accept language changes from administration. All voted aye, no dissenting vote; motion carried.
- F. **5032 Closed Campus:** Motion by Zuehlke, second by Landreth to accept language changes from administration. Discussion was held. Landreth moved to add "or designee" to both exceptions, second by Zuehlke. Schuller voted nay with Landreth, Grupe, Hawkinson, and Zuehlke voted aye; motion carried.
- G. **5033 Student Driving and Parking:** Motion by Landreth, second by Grupe to accept language changes from administration. Landreth moved to update permission and remove speed limit, second by Grupe. All voted aye, no dissenting vote; motion carried.
- H. **5035 Student Discipline:** Motion by Landreth, second by Hawkinson to amend the language changes from administration and change the language of administration and OSS Credit. All voted aye, no dissenting vote; motion carried.

**HANDBOOK:** K-12 Student Handbook First Reading

**EVENT CENTER LEASE:** Discussion was held. The school district will initiate discussions with the City of Britton.

**PRINCIPAL REPORTS:** Parent/Teacher Conferences Thursday, Midterm is Friday, thank you Mrs. Peters for organizing the Book Fair, thank you Sheila Anderson for organizing the Veteran's Program, subs for Paraprofessionals are challenging to find, coin drive grand total was over \$5,000 K-12, 4<sup>th</sup> Grade STEM Outreach with Amy Dolan each month (solar bug bot/acids, bases and indicators/egg drop, gravity), IXL training during early-out in-service, thank you to Austin Saker for facilitating and Northern Gold Logistics for donating Concrete Cornhole Bags, ECC Oral Interpretation and Football Conference Champions, Kellie Boone and Louis Larson spoke to juniors and seniors about Horton internship opportunity, Dr. Melanie Weiss spoke to 6-12<sup>th</sup> graders about challenges she has faced in her life sponsored by Marshall County Ministerial group, and ASVAB test for juniors is Nov. 19<sup>th</sup>.

**SUPERINTENDENT REPORT:** Potential Threat Assessment Policy, zoom meeting from ASBSD on vouchers, dates for a possible gavel training, classified leave communication options, ATM installed in Arena lobby, and potential new legislation rumors.

**EXECUTIVE SESSION:** Motion by Landreth, second by Hawkinson and carried to enter executive session for personnel matters as per SDCL 1-25-2 (1) and student matters as per SDCL 1-25-2(2) at 9:33 p.m. President declared executive session over at 10:22 p.m.

**NEXT REGULAR BOARD MEETING DATE:** Next regular board meeting is Monday, December 9<sup>th</sup> at 6:00 p.m. in the BH Board Room.

**ADJOURNMENT:** Motion by Schuller, second by Hawkinson and carried to adjourn at 10:23 p.m.

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Troy Knecht, Chairman

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Madisyn Neiber, Business Manager

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