**APPLE CREEK SCHOOL DISTRICT**

**OCTOBER 11, 2022**

**5:30 PM**

The meeting was called to order by President, Coty Sicble. Coty Sicble, Dan Reis, Randy Strom, Jasmine Schnaible, Katie Schnaible, Troy Miller, Emily Brunskill, and Shirley Ryberg were present as well as patrons of the school district. The Pledge of Allegiance was recited.

**Approval of Agenda** - Motion by Jasmine Schnaible, seconded by Katie Schnaible, to approve the agenda. Motion carried.

**Approval of September 13, 2022, Minutes** - Motion by Jasmine Schnaible, seconded by Dan Reis, to approve the minutes. Motion carried.

**Board Member Training –** Training to be held on November 1, 2022, pending attendance.

**Principal Report**

* Slight change to background check policy.
* Video Surveillance in Multi-Purpose Room – Dan Reis made a motion, seconded by Randy Strom to proceed with the installation of the cameras. Motion carried.
* Amy Ibach – Coty Sicble made a motion, seconded by Dan Reis, to approve and revise Amy’s contract to reflect the correct salary. Motion carried.
* Support Staff Personal and Sick Leave – Jasmine Schnaible made a motion, seconded by Dan Reis, to approve 10 sick leave days cumulative to 50, 3 personal leave days cumulative to 5, pro-rated for part time, and pro-rated to the beginning of the school year. Motion carried.
* Support Staff Professional Development – Coty Sicble made a motion, seconded by Katie Schnaible, to approve the cost of the Professional Development and salary if approved by the Principal. Motion carried.
* Chain of Command.
* Use of classroom by a staff member for Girl Scouts – Dan Reis made a motion, seconded by Katie Schnaible to allow the use of the classroom pending policy research. Motion carried.
* Propane Contract – Dan Reis made a motion, seconded by Coty Sible, to approve the contract at $1.99/gallon for 1,000 gallons and to top off the tank. Motion carried.
* Open Enrollment Research.

**Business Manager –**

* Online banking and automatic payments – Katie Schnaible made a motion, seconded by Dan Reis, to allow the business manager to do online banking and automatic payments. Motion carried.

**Lunch & After School –** Lunch and after school is going well.

**Storage Container –** Motion by Dan Reis, seconded by Jasmine Schnaible, to approve a contract with Rick Johnson for $10,000 to build a shed. Motion carried.

**Website –** Coty Sicble made a motion, seconded by Dan Reis, to allow Katie Schnaible to contact 701 Studios for website technical support at a maximum cost of $300. Motion carried.

**September Bills paid –**

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| **CHECK #** | **DATE** | **CHECK ISSUED TO** | **AMOUNT** |
|  |  |  |  |
| Online | 9/1/2022 | Dakota Community Bank (Bank Charge) |  $ 5.00  |
| 17211 | 9/9/2022 | Aramark (Plant Supplies) | $ 87.31 |
| 17212 | 9/9/2022 | Shirley Ryberg (Mileage) | $ 111.3 |
| 17213 | 9/5/2022 | Geraldine Kroh (Fingerprinting) |  $ 15.00  |
| 17214 | 9/5/2022 | Menards (Plant Supplies) |  $ 72.12  |
| Online | 9/6/2022 | State Tax Commissioner (1st Quarter Taxes) |  $ 974.58  |
| Online | 9/6/2022 | State Tax Commissioner (2nd Quarter Taxes) |  $ 878.00  |
| 17215 | 9/12/2022 | Menards (Plant Supplies) |  $ 9.88  |
| 17216 | 9/12/2022 | Eckroth Music (Music Supplies) |  $ 22.99  |
| 17217 | 9/12/2022 | East Side Jersey (Milk) |  $ 113.85  |
| Online | 9/12/2022 | JP Morgan (Uattend Fee, $22.00; Supplies, $663.02; |  |
|  |  | Books, $3,213.81; Software, $1,548.53) |  $ 5,447.36  |
| 17218 | 9/13/2022 | ND Attorney General (Background Checks) |  $ 123.75  |
| Online | 9/15/2022 | Emily Brunskill (Principal Salary, $792.95; ) |  |
|  |  |  (Teaching Salary, $1,339.08) |  $ 2,132.03  |
| Online | 9/15/2022 | Julie Hathaway (Salary) |  $ 458.37  |
| Online | 9/15/2022 | Hannah Krebs (Salary) |  $ 1,444.25  |
| Online | 9/15/2022 | Jodi Schwab (Salary) |  $ 2,292.04  |
| Online | 9/15/2022 | Amy Ibach (Salary) |  $ 1,650.37  |
| Online | 9/15/2022 | Nicole Gustafson (Salary) |  $ 1,478.65  |
| Online | 9/15/2022 | Callie Gullickson (Salary) |  $ 1,416.75  |
| Online | 9/15/2022 | Jennifer LaFave (Salary) |  $ 1,446.37  |
| Online | 9/15/2022 | Erich Kroh (Salary) |  $ 866.92  |
| Online | 9/15/2022 | Greg Kuil (Security, $92.66; Before School, $199.62; |  |
|  |  |  Lunch, $238.53; Janitor, $271.04; |  |
|  |  |  After School, $52.08; Secretary, $149.01) |  $ 1,002.94  |
| Online | 9/15/2022 | Corrine Mees (Salary) |  $ 1,729.20  |
| Online | 9/15/2022 | Shirley Ryberg (Salary) |  $ 822.50  |
| Online | 9/15/2022 | Dan Reis (Salary) |  $ 369.40  |
| Online | 9/15/2022 | Randy Strom (Salary) |  $ 369.40  |
| Online | 9/15/2022 | Katie Schnaible (Salary) |  $ 369.40  |
| Online | 9/15/2022 | Geraldine Kroh (Salary) |  $ 708.05  |
| Online | 9/15/2022 | Troy Miller (Salary) |  $ 1,989.60  |
| Online | 9/15/2022 | Payroll Taxes |  $ 6,733.34  |
| Online | 9/15/2022 | ND PERS |  $ 25.00  |
| 17219 | 9/17/2022 | ND Educators Service |  $ 102.00  |
| 17220 | 9/17/2022 | ETS Systems |  $ 66.00  |
| 17221 | 9/17/2022 | East Side Jersey (Milk) |  $ 47.23  |
| 17222 | 9/17/2022 | Capital Electric |  $ 415.00  |
| 17223 | 9/17/2022 | Menards (Plant Supplies) |  $ 17.16  |
| 17224 | 9/17/2022 | Scholastic (Periodicals) |  $ 595.46  |
| 17225 | 9/17/2022 | NDCEL (Principal Dues) |  $ 904.00  |
| 17226 | 9/17/2022 | Caitlin Rowe (Fingerprinting) |  $ 25.00  |
| 17227 | 9/17/2022 | Troy Miller (Fingerprinting) |  $ 25.00  |
| 17228 | 9/17/2022 | Becky Klein (Fingerprinting |  $ 25.00  |
| 17229 | 9/17/2022 | Edu Tech (Professional Development) |  $ 20.00  |
| 17230 | 9/27/2022 | Nicole Gustafson (Supplies) |  $ 32.35  |
| 17231 | 9/27/2022 | East Side Jersey (Milk) |  $ 102.96  |
| 17232 | 9/27/2022 | South Central Water District |  $ 50.50  |
| 17233 | 9/27/2022 | Aramark (Plant Supplies) |  $ 697.92  |
| 17234 | 9/27/2022 | Badlands Environmental (Asbestos Testing) |  $ 125.00  |
| 17235 | 9/27/2022 | Blue Cross |  $ 3,696.18  |
| 17236 | 9/27/2022 | Menards (Plant Supplies) |  $ 317.93  |
| Online | 9/30/2022 | Emily Brunskill (Principal Salary, $792.95; |  |
|  |  |  Teaching Salary, $1,172.48) |  $ 1,965.43  |
| Online | 9/30/2022 | Julie Hathaway (Salary) |  $ 458.37  |
| Online | 9/30/2022 | Hannah Krebs (Salary) |  $ 1,261.34  |
| Online | 9/30/2022 | Jodi Schwab (Salary) |  $ 2,048.80  |
| Online | 9/30/2022 | Amy Ibach (Salary) |  $ 1,455.77  |
| Online | 9/30/2022 | Callie Gullickson (Salary) |  $ 1,238.08  |
| Online | 9/30/2022 | Nicole Gustafson (Salary) |  $ 1,295.75  |
| Online | 9/30/2022 | Jennifer LaFave (Salary) |  $ 1,004.23  |
| Online | 9/30/2022 | Caitlin Rowe (Salary) |  $ 1,696.59  |
| Online | 9/30/2022 | Becky Klein (Salary) |  $ 680.78  |
| Online | 9/30/2022 | Erich Kroh (Salary) |  $ 738.49  |
| Online | 9/30/2022 | Greg Kuil (Before School, $94.53; Lunch, $221.81) |  $ 316.34  |
| Online | 9/30/2022 | Corrine Mees (Salary) |  $ 1,520.66  |
| Online | 9/30/2022 | Shirley Ryberg (Salary) |  $ 822.50  |
| Online | 9/30/2022 | Randy Strom (Salary) |  $ 184.70  |
| Online | 9/30/2022 | Katie Schnaible (Salary) |  $ 184.70  |
| Online | 9/30/2022 | Troy Miller (Salary) |  $ 1,989.60  |
| Online | 9/30/2022 | Geraldine Kroh (Salary) |  $ 569.68  |
| Online | 9/30/2022 | Payroll Taxes |  $ 6,687.18  |
| Online | 9/30/2022 | Teachers Retirement |  $ 9,445.75  |
| Online | 9/30/2022 | State Tax Commissioner (3rd Quarter Taxes) |  $ 1,370.04  |
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| **TOTAL** |  |  | **$ 79,365.19**  |
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| **REVENUES** |  |  |  |
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| Aflac (Premium Reimbursement) |  $ 262.64  |
| Milk Funds |  |  |  $ 900.00  |
| Before School Funds |  |  $ 422.00  |
| After School Funds |  |  $ 1,925.00  |
| Hot Lunch |  |  |  $ 2,981.25  |
| Auditor (Property Tax Levy) |  $ 797.44  |
| Auditor (High School Levy) |  $ 472.44  |
| Auditor (Miscellaneous Fund Levy) |  $ 159.15  |
| Auditor (Special Reserve Fund Levy) |  $ 37.43  |
| State of ND (Foundation Aid) |  $171,815.93  |
| Checking Account Interest |  $ 142.16  |
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| **TOTAL** |  |  |  **$179,915.44**  |
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| **Adjourn -**  Motion by Dan Reis, seconded by Jasmine Schnaible, to adjourn the meeting. Motion carried. |  |  |  |
| The next regular meeting will be held on November 15, 2022, at 5:30 pm. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_President Business Manager\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date |  |  |  |
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