**West Central School District #49-7**

**School Board Meeting Minutes**

**November 14, 2022**

**Motions are carried and unanimously approved unless stated otherwise.**

The West Central School District #49-7 School Board convened in regular session at 6:00 p.m. on November 14, 2022 in the District Administration Office in Hartford, SD.

The following board members were present: Alison McGillivray, Lexy Klinkhammer, Justin Eich, Amanda Kayser, and Kim Lanham.

Also present: Superintendent Daniel Hoey, Principals: Andrew Barron, Mark Rockafellow, Amy Johnson, and Ashley Bahrenfuss, Curriculum Coordinator Carrie Schaefers, Activities Director Andrea Johnson, Technology Director Christopher Waltner, and Business Manager Krista Stuessi.

**Call to Order**

President McGillivray called the meeting to order at 6:00 p.m.

The meeting started with the Pledge of Allegiance.

**Adoption of the Agenda**

**Action 23-062** Motion by Eich, second by Klinkhammer to adopt the agenda.

**Approval of the Minutes**

**Action 23-063** Motion by Kayser, second by Klinkhammer to approve the meeting minutes from October 10, 12, and 20, 2022 as published.

**Conflicts of Interest**

None were presented.

**Consent Agenda**

**Action 23-064** Motion by Lanham, second by Klinkhammer to approve the consent agenda. The consent agenda addressed the following items:

* CLAIMS:

CHECKING ACCOUNT, DESCRIPTION, AMOUNT, GENERAL FUND, A-1 Portable Toilets, Portable Toilet Rent, $925.00, AD-Star Sales Inc, Retirement Engraving on Plaques, $160.00, Amazon Business, Boosterthon/PBIS Materials, $3,706.21, ARROWWOOD RESORT AT CEDAR SHORE, Lodging, $173.72, Beresford School District 61-2, FB Mileage, $114.00, BOOSTER ENTERPRISES INC, EL Fundraiser, $9,360.02, Border States Industries Inc, Light Bulbs, $145.28, Breg, Inc., Activities Supplies, $568.61, CC&F Retail Inc, Student Transit Fuel, $1,051.30, Century Business Products Inc, Pint Management, $3,197.17, Chesterman Co, Water, $804.30, City Glass & Glazing Inc, Building Repair, $49.32, City Of Hartford, Water & Sewer, $4,070.84, Coffee Cup Fuel Stops, Student Transit Diesel Fuel, $8,732.02, Core-Mark Midcontinent Inc, Concession Supplies, $637.26, Cressman Sanitation Inc, Garbage Services , $665.00, Culligan of Sioux Falls, HS Purified Salt, $260.50, Dakota Potters Supply LLC, Equipment Repair, $80.00, Dakota XII Conference, Dak XII Dues 2022-23, $700.00, Daktronics Inc, FB Scoreboard, $472.50, Decker Equipment / School Fix, Building Supplies, $1,576.85, Demco, Library Supplies, $2,297.41, Destination Imagination Inc, DI Registration Fees, $1,200.00, Dockendorf, Tim , FB Official, $137.24, Dust-Tex Service Inc, Rug Cleaning, $507.12, Engraver's Edge , Drum Major Plaques, $24.00, Falor, Craig , FB Official, $137.24, Fiegen, Edward , FB Official, $146.60, First Dakota Indemnity Company, Work Comp Insurance, $565.99, Flinn Scientific Inc, Chemistry Supplies, $584.24, G & R Controls Inc, HVAC Repairs, $15,078.06, Golden West Telecommunications, Communication Expense, $1,551.01, GRAHAM TIRE, Bus Repair, $3,419.60, Grocott Ink & Thread, Uniforms, $1,330.00, Hartford Ace Hardware, Building Supplies, $1,213.09, Hartford Building Center, Building Supplies, $8,693.72, Hartford Pizza Ranch, Food, $270.00, Hauff Mid-America Sports Inc, MS FB Supplies, $258.00, Healthequity Inc, HSA Fees, $130.55, Heartland Natural Gas LLC, Natural Gas, $2,387.00, High Plains Technology Inc, Technology Services, $528.00, High Point Networks LLC, Technology Supplies, $7,940.00, Hillyard Inc, Custodial Supplies, $1,152.90, Hunsley, David, FB Official, $137.24, Innovative Office Solutions LLC, HS Band Rental Agreement, $210.00, Interstate All Battery Center, iPad Repair, $315.00, JIRA, ZANE , Reimbursement, $35.00, Jones School Supply Company Inc, Cocurricular Supplies, $105.82, Jostens Inc, Yearbooks, $6,105.23, MacDoctors, Technology Repairs, $1,612.99, Madison Central School Dist 39-2, FB Mileage, $102.00, Materese, James , FB Official, $159.68, Menards Inc, Maintenance Supplies, $452.42, MidAmerican Energy Company, Natural Gas, $494.24, Midwest Bus Parts Inc, Bus Repair, $630.91, Napa Auto Parts Of Hartford, Maintenance Supplies, $633.32, NELSON, NATHAN & CANDICE , Reimbursement, $71.07, New Century Press Inc, Publishing, $259.83, North Central Bus & Equipment Inc., Pupil Transit Repair / Maintenenace, $89.12, Nothdurft Construction LLC, Trade House Pad, $5,100.00, NOVAK SANITARY SERVICE/DAKOTA DATA SHRED, Garbage Services, $935.82, PHILLIPS, JOSHUA , Key Kard Deposit, $50.00, Plank Road Publishing Inc, Instructional Supplies, $110.97, Popplers Music, Instrument Repairs, $313.95, Ramsey Solutions, Curriculum, $3,770.00, Really Good Stuff LLC, Classroom Supplies, $11.95, Reiter Enterprises, Equipment Rental, $1,330.00, Roto- Rooter Sewer - Drain Service, Building Repairs, $185.00, Schaefers, Carrie , Mileage, $36.72, School Specialty LLC, Classroom Supplies, $241.54, SD Gymnastics Judge Association, Gymnastic Couch Clinic, $50.00, SDHSAA, Playoff Football Game Ticket Sales, $3,603.30, Sioux Falls Rubber Stamp, Name Plates, $12.45, Sioux Valley Energy , Electric Bill, $26,266.00, Smith, Tricia , Mileage, $141.12, SD ASSOCIATION OF MIDDLE LEVEL EDUCATORS, Membership in SDAMLE for all middle, $100.00, South Dakota Hosa, HOSA Fall Leadership Registration, $60.00, Tammen Auto & Tire Inc, Transportation RepaiRS, $2,430.82, Taylor Music Inc, Instrument Supplies, $57.00, Tessman Company, The , Grounds Supplies, $2,152.00, Town Of Humboldt, Water/Sewer/Natural Gas, $1,985.96, Verizon Wireless, Cellular Expenses, $373.14, Wall Lake Oil, Maintenance Fuel, $908.04, West Central After Prom, October Concessions, $3,575.51, West Central Athletic Boosters Club, October Concessions, $1,582.98, West Central Food Services, Food, $27.00, WIEBERS, DAWN, Reimbursement, $224.66, GENERAL FUND TOTAL, , $154,051.47, CAPITAL OUTLAY FUND, ABDO Publishing, Library Books, $20.95, Baete-Forseth HVAC, Building Improvements, $2,150.13, Barnes & Noble Booksellers Inc, Library Books, $15.37, Basepoint Building Automations, Building Repairs, $175.00, ByteSpeed, LLC., Bus Camera System, $96,205.00, Dalsin Inc, HS Roof Repairs, $64,901.55, Decker Equipment / School Fix, Portable Outdoor Tables, $8,248.55, Hartford Building Center, Soccer Concession Construction, $2,087.98, Hillyard Inc, Rugs, $2,065.34, KOCH HAZARD ARCHITECTS, Architect Fees, $2,462.50, Steve Weiss Music Inc, Equipment, $126.00, Taylor Music Inc, HS Band Instrument Purchase, $322.00, Wells Fargo Vendor Financial Services LLC, Technology Lease, $1,750.84, CAPITAL OUTLAY FUND TOTAL, $180,531.21, SPECIAL EDUCATION FUND, Amazon Business, SPED Supplies, $86.11, Century Business Products Inc, Print Management, $4.19, Children's Home Society of South Dakota, SPED Services, $8,336.57, Ellwein, Tracee, Mileage, $3,003.28, Golden West Telecommunications, Communication Expense, $173.66, Innovative Office Solutions LLC, Classroom Supplies, $7,664.31, Lifescape, Student Services, $11,616.25, SD Dept Of Human Services, Case Management, $3,026.78, Teachwell Solutions, Speech Services, $23,027.00, Parent, Mileage, $367.20, Volunteers Of America - Dakotas, SPED Services, $953.87, Wheelchair Express Sioux Falls, Student Transit, $4,440.00, Wooters, Julie , OT Services, $6,911.25, SPECIAL EDUCATION FUND TOTAL, , $69,610.47, CAPITAL PROJECTS FUND, KOCH HAZARD ARCHITECTS, HAEL Architect, $16,800.00, CAPITAL PROJECTS FUND TOTAL, $16,800.00, FOOD SERVICE FUND, Amazon Business, FS Office Supplies, $112.99, Bannwarth, Norma , Reimbursement, $75.00, Carlson & Stewart Refrigeration Inc, Equipment Repair, $703.97, Cash- Wa Distributing, Food Service Supplies, $47.48, Century Business Products Inc, Print Management, $15.26, Dacotah Paper Co, Paper Supplies, $2,189.67, Digi SmartSense LLC, FS Annual Subscription, $750.00, East Side Jersey Dairy Inc, Milk, $6,711.93, Express Produce LLC, Produce, $1,463.74, Golden West Telecommunications, Communication Expense, $173.66, Grocott Ink & Thread, FS Uniforms, $1,058.00, IS Restaurant Design Equipment & Supply, FS Supplies, $46.13, Pan-O-Gold Baking Co, Food, $1,094.51, PERFORMANCE FOODSERVICE, Groceries, $33,188.46, THOMAS-PARSONS, TANYA , Mileage, $128.98, FOOD SERVICE FUND TOTAL, $47,759.78, COMMUNITY EDUCATION/SERVICES FUND, Amazon Business, Dance Costume, $31.86, COMMUNITY EDUCATION/SERVICES FUND TOTAL, $31.86, GENERAL CHECKING TOTAL, , $468,784.79, IMPREST CHECKING, GENERAL FUND, BALTZER, TIM , Official, $127.80, Caffrey, Joseph , Meal Allowance, $40.00, Country Apple Orchard, Field Trip, $1,096.00, David, Grantham , Official, $141.44, DCI, Finger Printing / Background Check, $43.25, Eye, Daniel , Per Diem - Music Educators Conference, $68.00, Goldammer, Tim , Official, $112.04, Gratz, Laurie , Per Diem - All State Chorus, $274.00, Harrisburg Band Boosters, MS Honor Band Fees, $50.00, Hoey, Daniel , Meal Reimbursement, $40.00, Johnson, Andrea , Student Meal Allowance, $195.00, Koerner, Herbert , Official, $125.00, Matthiesen, Keith , Official, $120.00, RHEAD, MICHELLE , Official, $135.00, ROOK, BRIAN , Official, $156.42, Schumack, Dawn , Official, $153.36, SE Area Principals Association, MS Principal 22-23 Dues, $125.00, Soulek, Ty, Official, $125.00, South Dakota Music Educators Association, SDMEA Registration, $200.00, Spellmeyer, Patrick , Official, $40.00, Tuch, David , Meal Allowance, $40.00, WALTER, NATHAN , Official, $125.00, Walter, Seth , Official, $125.00, WEBER, DOUG , Official, $166.82, GENERAL FUND TOTAL, $3,824.13, IMPREST CHECKING TOTAL, $3,824.13, PREPAIDS, GENERAL FUND, Augustana University, Augie Twilight 2022, $300.00, Brickhouse Flowers LLC, Funeral Floral Arrangement, $53.50, BSN Sports, LLC, Activities Supplies, $59.99, CAREERSAFE, LLC, HS Building Trades, $704.00, Central Network Retail Group LLC, Equipment RepairS, $47.98, Classkick, Classroom Subscription, $96.00, Dollar General , Classroom Supplies, $11.25, Emotional ABCs Inc., Curriculum, $126.00, Fleet Farm, HS Building Trades, $170.63, Hobby Lobby Stores Inc, Classroom Supplies, $93.50, LeBloom Flower & Antiques, Funeral Floral Arrangement, $100.00, Nearpod Inc., Yearly Subscription, $159.00, Nexstar Broadcasting Inc, Job Posting, $249.00, Popplers Music, Classroom Supplies, $49.95, RevTrak Inc, Monthly Fees, $145.96, Sam's Direct Club, FB Concessions, $490.06, Sanford Sioux Falls Gift Shop, Floral Arrangement, $26.63, Smore, Newsletter Yearly Subscription, $79.00, Teachers Pay Teachers, Classroom Materials, $468.60, Upwork, Design Work, $289.64, Walmart , Classroom Supplies, $229.17, Wex Bank, Fuel, $1,865.55, Wix.com, Monthly Website Hosting Fee, $20.86, GENERAL FUND TOTAL, $5,836.27, SPECIAL EDUCATION FUND, LessonPix Inc, Online Subscription, $180.00, NCS Pearson Inc, SPED Supplies, $57.30, Riverside Insights, SPED Supplies, $309.10, Wex Bank, Fuel, $756.15, SPECIAL EDUCATION FUND TOTAL, $1,302.55, FOOD SERVICE FUND, Breadsmith, Special Diet Food, $17.85, Dollar General , Special Diet Food, $12.78, Hartford Building Center, Supplies, $3.98, Hy-Vee Accounts Receivable, Special Diet Food, $72.65, Menards Inc, Supplies, $20.98, Sunshine Foods, Special Diet Food, $25.78, Walmart , Special Diet Food, $215.96, FOOD SERVICE FUND TOTAL, $369.98, IMPREST CHECKING TOTAL, $7,508.80, TOTAL ALL CLAIMS, $480,117.72.

* FINANCIAL REPORT OCTOBER 2022:

General Fund, Beginning Balance, $3,047,505, Receipts, $707,036, Disbursements, Claims, -$284,928, Payroll, -$785,526, Ending Balance, $2,684,087, Capital Outlay Fund, Beginning Balance, $434,414, Receipts, $57,706, Disbursements, Claims, -$200,810, Ending Balance, $291,311, Special Education Fund, Beginning Balance, $316,926, Receipts, $81,043, Disbursements, Claims, -$77,387, Payroll, -$168,101, Ending Balance, $152,480, Debt Service Fund, Beginning Balance, -$166,814, Receipts, $12,443, Disbursements, $0, Ending Balance, -$154,371, Construction Fund, Beginning Balance, $9,369,808, Receipts, $3,006, Disbursements, Claims, -$34,728, Ending Balance, $9,338,087, Food Service Fund, Beginning Balance, $740,484, Receipts, $102,474, Disbursements, Claims, -$118,512, Payroll, -$46,321, Ending Balance, $678,124, KARE Program Fund, Beginning Balance, $171,635, Receipts, $0, Disbursements, $0, Ending Balance, $171,635, Custodial Fund, Beginning Balance, $148,403, Receipts, $48,327, Disbursements, Claims, -$24,162, Other Adjustments, -$136, Ending Balance, $172,432, Community Education Fund, Beginning Balance, $6,571, Receipts, $900, Disbursements, Claims, -$3,886, Payroll, -$656, Ending Balance, $2,928, Total, Beginning Balance, $14,068,931, Receipts, $1,012,936, Disbursements, Claims, -$744,413, Payroll, -$1,000,604, Other Adjustments, -$136, Ending Balance, $13,336,714.

* PERSONNEL ACTIONS:

Updated contracts: Teresa Van Hyfte, Academic Interventionist at 0.50 Time, $29,774, Assistant Gymnastics Coach at 0.50 Time, $1,800. New Work Agreements: James Lemke, Educational Assistant, $17.00/hour, Laurie Sterrett, Fiscal Administrative Assistant, $22.00/hour, Bailey Nester, Long-term Substitute Teacher, $257.77/day, Courtney Zeig, Educational Assistant, $17.00/hour. New Cocurricular Agreements: James Lemke, Assistant Girls Wrestling Coach, $9.95/hour for 297 hours, Josh Phillips, 7th Grade Girls Basketball Coach, $1,850. Updated Cocurricular Agreements: Brandy Hernandez, Assistant Gymnastics Coach at 0.50 FTE, $1,850. Resignation: Kasey Kulla, Fiscal Administrative Assistant, effective 10/21/2022.

* SURPLUS PROPERTY: File cabinet, obsolete.

**Public Input**

None given.

**Regular Business**

Superintendent Hoey gave an update on the Hartford Elementary addition/renovation project. Construction phases were discussed.

The building principals presented data from the West Central Report Card published by the South Dakota Department of Education.

**Action 23-065** Motion by Klinkhammer, second by Eich to approve the proposal from Dakota Education Consulting for strategic planning services for $7,995 and estimated mileage of $93.75.

**Action 23-066** Motion by Kayser, second by Klinkhammer to approve 2022-2023 budget amendment #3 as follows: General Fund: Means of Finance, Fund Balance, $8,100; Expenditures, Board of Education Professional Services/Strategic Plan, $8,100.

Second Reading of Policy JECB-R - Admission of Non-Resident Students/Assignment of Non-Resident Students

**Action 23-067** Motion by Klinkhammer, second by Lanham to eliminate Policy JECB-R - Admission of Non-Resident Students/Assignment of Non-Resident Students.

Second Reading of Policy GBM - Staff Complaints and Grievances

**Action 23-068** Motion by Klinkhammer, second by Kayser to approve Policy GBM - Staff Complaints and Grievances with no recommended changes.

Second Reading of Policy GBM-E - Staff Complaints and Grievances

**Action 23-069** Motion by Klinkhammer, second by Lanham to approve Policy GBM-E - Staff Complaints and Grievances with no recommended changes.

Second Reading of Policy GBM-R - Staff Complaints and Grievances

**Action 23-070** Motion by Klinkhammer, second by Eich to approve Policy GBM-R - Staff Complaints and Grievances with no recommended changes.

First Reading of Policy GCBAC – Leave Policy for Administrators, GCBCC – Tax Sheltered Annuity Program, GCBDB – Leave Policy for Coaches.

**Reports of the Administration**

Superintendent Hoey gave an update on student activities.

**Reports of the School Board**

None given.

**Executive Session**

**Action 23-071** Motion by Eich, second by Lanham to enter into executive session for personnel matters per SDCL 1-25-2(1) at 6:40 p.m.

President McGillivray declared the executive session ended at 9:25 p.m.

**Adjourn**

**Action 23-072** Motion by Eich, second by Klinkhammer to adjourn the meeting at 9:26 p.m.

Published once at the total approximate cost of $\_\_\_\_\_\_\_.