

**West Central School District #49-7
School Board Meeting Minutes
December 11, 2023**

Motions are carried and unanimously approved unless stated otherwise.

The West Central School District #49-7 School Board convened in regular session at 5:00 p.m. on December 11, 2023 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 Eric Knight, Principals: Andrew Barron, Mark Rockafellow, and Ashley Bahrenfuss, Special Services Director Michelle Becker, Activities Director Andrea Johnson, Technology Director Christopher Waltner, and Business Manager Krista Stuessi.

Call to Order

President McGillivray called the meeting to order at 5:00 p.m.

The meeting started with the Pledge of Allegiance.

Adoption of the Agenda

Action 24-050 Motion by Lanham, second by Klinkhammer to adopt the agenda.

Approval of the Minutes

Action 24-051 Motion by Eich, second by Klinkhammer to approve the meeting minutes from November 13, 2023 as published.

Conflicts of Interest

None were presented.

Consent Agenda

Action 24-052 Motion by Kayser, second by Lanham to approve the consent agenda. The consent agenda addressed the following items:

- CLAIMS:
GENERAL CHECKING, GENERAL FUND, A1 Electric Plumbing Heat & Air, Building Repairs, \$24,181.48, Advanced Pest Solutions, PEST CONTROL, \$430.00, Amazon Business, INSTRUCTIONAL SUPPLIES, \$1,124.29, Automotive Tire and Service, Student Transit Repair, \$4,755.45, Barnes & Noble Booksellers Inc, INSTRUCTIONAL SUPPLIES, \$15.19, Billion Chrysler Jeep Dodge, Vehicle Repair/Maintenance, \$1,890.18, Carroll Institute, CONTRACT FOR SERVICES, \$1,152.00, CC&F Retail Inc, Student Transit Diesel, \$271.71, Century Business Products Inc, Print Management, \$2,997.34, City Of Hartford, Water & Sewer, \$2,648.82, Coffee Cup Fuel Stops, Student Transit Diesel Fuel, \$5,721.50, Convergint Technologies LLC, SOFTWARE SUPPORT, \$361.36, Cressman Sanitation Inc, Garbage Services, \$665.00, Culligan of Sioux Falls, Building Repairs and Maintenance, \$60.00, Custom Home Improvement Inc, Building Repairs and Maintenance, \$2,563.15, DCI, Fingerprinting, \$43.25, Destination Imagination Inc, BACKGROUND CHECKS, \$75.00, Dust-Tex Service Inc, Cleaning Service, \$338.08, ELO CPAS & ADVISORS, Annual Audit, \$10,314.19, Follett School Solutions, LLC, BOOKS, \$28.00, Ford Sign Inc, SIGNS, \$91.00, G & R Controls Inc, HVAC REPAIRS, \$2,768.64, Golden West Telecommunications, Communication Expense, \$1,508.54, Grocott Ink & Thread, Uniforms, \$87.00, Hartford Ace Hardware, Transportation Supplies, \$115.85, Hartford Best Paint and Body LLC, Student Transit Repair/Maintenance, \$520.00, Hartford Building Center, BUILDING REPAIR SUPPLIES, \$848.30, Hauff Mid-America Sports Inc, COCURRICULAR SUPPLIES, \$2,049.25, HAWKS, PAULA , Key Card Returned, \$50.00, Healthequity Inc, December Monthly Fees, \$140.25, High Plains

Technology Inc, Technology Services, \$369.00, Highway Improvement Inc, PARKING LOT REPAIRS, \$5,803.28, Interstate All Battery Center, IPAD Repair, \$195.00, J.W. Pepper & Son Inc, INSTRUCTIONAL SUPPLIES, \$588.98, Jaspers, Rebecca, Mileage, \$287.64, Kludt & Burns LLP, Legal Services, \$3,769.83, KNIGHT, ERIC, Mileage, \$130.56, MacDoctors, TECHNOLOGY REPAIR, \$2,762.00, Madison Daily Leader, Direct Mailers - Kindergarten Screening, \$615.00, Menards Inc, INSTRUCTIONAL SUPPLIES, \$20.55, MidAmerican Energy Company, Natural Gas, \$3,162.40, Midwest Bus Parts Inc, Pupil Transit Repair/Maintenance, \$169.34, Music Theatre International, Musical Royalties, \$1,885.00, Napa Auto Parts Of Hartford, Pupil Transit Repair Maintenance, \$6.00, New Century Press Inc, Publishing, \$188.53, Northern State University, INSTRUCTIONAL SUPPLIES, \$213.55, NOVAK SANITARY SERVICE/DAKOTA DATA SHRED, Garbage Services, \$1,094.60, PETERSEN, MARTY, Mileage, \$81.60, Popplers Music, Repairs, \$310.46, Sanford Health Occupational Medicine Clinic, Drug Test/DOT Exam, \$154.00, Schaefer, Carrie, Mileage, \$20.40, SDSU BANDS, SDSU Jazz Festival registration, \$400.00, Sioux Valley Energy, Electricity, \$20,818.00, South Dakota Music Educators Association, MS All-State Band Registration Fee, \$120.00, South Dakota State University, Scholarship, \$500.00, T-MOBILE USA INC., Cellular Expenses, \$462.00, Tammen Auto & Tire Inc, Student Transit Vehicle Maintenance, \$28.14, Town Of Humboldt, Water/Sewer/Natural Gas, \$2,313.99, Verizon Wireless, Cellular Expenses, \$208.08, WELLER BROTHERS LLC, Grounds Maintenance, \$22,892.90, West Central After Prom, November Concessions, \$715.75, West Central Athletic Boosters Club, November Concessions, \$1,435.53, WILLIAMS SCOTSMAN, INC (MOBILE MINI), STORAGE RENT, \$400.00, Fund, \$139,936.93, CAPITAL OUTLAY FUND, C & B OPERATIONS, LLC, 6K Forklift, \$29,988.00, Hillyard Inc, HS Custodial Equipment, \$19,718.51, MIDWEST LAND SURVEYING, INC., Land Development, \$1,100.00, STOCKWELL ENGINEERS, INC., Land Development, \$8,361.10, Turnitin LLC, INSTRUCTIONAL SOFTWARE, \$500.00, US Bank, Interest on Debt, \$2,757.50, Wells Fargo Vendor Financial Services LLC, Technology Lease 5 Copiers, \$2,042.58, Fund, \$64,467.69, SPECIAL EDUCATION FUND, Amazon Business, INSTRUCTIONAL SUPPLIES, \$69.00, Century Business Products Inc, Print Management, \$10.96, Children's Home Society of South Dakota, October SPED Services, \$5,713.74, Ellwein, Tracee, November PT Mileage, \$2,640.28, Golden West Telecommunications, Communication Expense, \$166.88, Lifescape, Student Services, \$10,060.50, NCS Pearson Inc, Test Kit, \$899.33, SD Dept Of Human Services, October SPED Services, \$115.71, Teachwell Solutions, October Prosper Services, \$28,395.00, PARENT, October & November Mileage, \$754.80, Volunteers Of America - Dakotas, August SPED Services, \$129.12, Wheelchair Express Sioux Falls, November SPED Transportation, \$3,000.00, Fund, \$51,955.32, CAPITAL PROJECTS HAEL ADDITION, GeoTek Engineering & Testing Services Inc, HUEL Bus Barn Addition, \$2,365.00, GIL Haugan Construction, Inc, HAEL Construction, \$656,415.12, Fund, \$658,780.12, FOOD SERVICE FUND, A1 Electric Plumbing Heat & Air, Building Repairs, \$373.98, Amazon Business, Wall mount fan, \$42.89, Arctic Refrigeration, Inc, HS Freezer Addition, \$2,620.32, Carlson & Stewart Refrigeration Inc, FS Repairs, \$426.53, Century Business Products Inc, Print Management, \$9.43, East Side Jersey Dairy Inc, Milk, \$5,353.79, Express Produce LLC, Produce, \$1,861.31, Golden West Telecommunications, Communication Expense, \$166.88, Hobart Sales & Service, FS Repairs & Maintenance, \$601.24, Pan-O-Gold Baking Co, Bread, \$658.44, PERFORMANCE FOODSERVICE, Groceries, \$36,281.56, PROCHEM DYNAMICS, LLC, Food Service Supplies, \$319.65, THOMAS-PARSONS, TANYA, MILEAGE, \$97.92, Fund, \$48,813.94, COMMUNITY EDUCATION/SERVICES, Amazon Business, Community Ed Dance costumes, - \$220.94, West Central Food Services, cookies and juice for dance recital, \$188.00, Fund, -\$32.94, General Checking Total, \$963,921.06, IMPREST CHECKING, GENERAL FUND, Benning, James, Football Official, \$209.66, BRUFLAT, DAVID, Girls Basketball Official, \$40.00, CARDA, CHIP, NFHS Reimbursement, \$35.00, Drey, David, Postage, \$10.20, Frederiksen, Joseph, Football Official, \$146.60, HANSON, STAN, Girls Basketball Official, \$80.00, HARTWICK, SCOTT, Per Diem, \$74.00, HERTHER, ADAM, NFHS Reimbursement, \$35.00, Lennox School District 41-4, Regional Oral Interp fees, \$256.65, Morehouse, Jeff, Football Official, \$146.60, Peterson, Ross, Football Official, \$146.60, Petty Cash Administration Office, Postage Fees, \$15.98, Schmidt, Kimberly, Meal Per Diem, \$54.00, Schumacher, Cindy, Meal Per Diem, \$214.00, SEITZ, JASON, Girls Basketball Official, \$240.00, STERRETT, LAURIE, Memorial, \$60.00, United States Postal Service, Permit #3 Fee, \$310.00, Van Hofwegen, Travis, Football Official, \$158.12, WASHINGTON PAVILION OF ARTS AND SCIENCE, 2nd Grade Field Trip, \$750.00, Fund, \$2,982.41, SPECIAL EDUCATION FUND, West Central High School Sped, INSTRUCTIONAL SUPPLIES, \$75.00, Fund, \$75.00, FOOD SERVICE FUND, JENKINS, MELISSA, Meals Refund, \$32.70, Fund, \$32.70, IMPREST CHECKING TOTAL, \$3,090.11,

PREPAIDS, GENERAL FUND, Classkick, INSTRUCTIONAL SUPPLIES, \$156.00, DAKOTA TESOL CONFERENCE, CONFERENCE REGISTRATION, \$150.00, Dollar General , COCURRICULAR SUPPLIES, \$38.64, Flower Mill, MEMORIAL, \$40.00, Hobby Lobby Stores Inc, INSTRUCTIONAL SUPPLIES, \$51.24, Jo-Ann Fabrics and Crafts, INSTRUCTIONAL SUPPLIES, \$92.83, Music Theatre International, COCURRICULAR SUPPLIES, \$400.00, Nexstar Broadcasting Inc, JOB ADVERTISING, \$249.00, PARTY AMERICA, INSTRUCTIONAL SUPPLIES, \$10.36, RevTrak Inc, PROCESSING FEES, \$98.21, Rushmore Hotel & Suites, The , REFUND OF TAXES, -\$29.92, Sam's Direct Club, INSTRUCTIONAL SUPPLIES, \$304.56, SAVERS, COCURRICULAR SUPPLIES, \$73.52, SIOUX FALLS REGIONAL SANITARY LANDFILL, WASTE DISPOSAL, \$67.31, Sunshine Foods, SPECIAL DIETS, \$143.32, Teachers Pay Teachers, INSTRUCTIONAL SUPPLIES, \$57.20, U.S. Department of Transportation, BUS DRIVER QUERIES, \$25.00, United States Postal Service, POSTAGE, \$4.75, VISTAPRINT USA, INC., INSTRUCTIONAL SUPPLIES, \$55.88, Walmart, INSTRUCTIONAL SUPPLIES, \$142.36, Wex Bank, FUEL, \$1,556.29, Fund, \$3,686.55, SPECIAL EDUCATION FUND, TOBII DYNAVOX LLC, INSTRUCTIONAL SUPPLIES, \$105.14, United States Postal Service, POSTAGE, \$16.30, Wex Bank, FUEL, \$1,134.48, Fund, \$1,255.92, FOOD SERVICE FUND, EMPIRE HY-VEE, SPECIAL DIETS, \$9.58, Hy-Vee Accounts Receivable, SPECIAL DIETS, \$43.33, Walmart, SPECIAL DIETS, \$10.84, Fund, \$63.75, PREPAIDS TOTAL, \$5,006.22, TOTAL ALL CLAIMS, \$972,017.39.

- FINANCIAL REPORT NOVEMBER 2023:
General Fund, Beginning Balance, \$2,902,804, Receipts, \$1,796,079, Disbursements, Claims, -\$56,020, Payroll, -\$843,566, Other Adjustments, \$210, Ending Balance, \$3,799,508, Capital Outlay Fund, Beginning Balance, \$921,573, Receipts, \$810,066, Disbursements, Claims, -\$2,953, Ending Balance, \$1,728,687, Special Education Fund, Beginning Balance, -\$1,590, Receipts, \$564,345, Disbursements, Claims, -\$19,301, Payroll, -\$199,035, Ending Balance, \$344,419, Debt Service Fund, Beginning Balance, -\$183,812, Receipts, \$260,937, Disbursements, \$0, Ending Balance, \$77,124, Construction Fund, Beginning Balance, \$7,745,974, Receipts, \$42,497, Disbursements, Claims, -\$836,286, Ending Balance, \$6,952,185, Food Service Fund, Beginning Balance, \$640,461, Receipts, \$108,745, Disbursements, Claims, -\$3,159, Payroll, -\$55,556, Other Adjustments, -\$210, Ending Balance, \$690,282, KARE Program Fund, Beginning and Ending Balance, \$171,635, Custodial Fund, Beginning Balance, \$143,010, Receipts, \$53,383, Disbursements, Claims, -\$26,529, Other Adjustments, \$3,596, Ending Balance, \$173,460, Community Education Fund, Beginning Balance, \$12,775, Receipts, \$555, Disbursements, Claims, \$52, Payroll, -\$38, Other Adjustments, -\$3,596, Ending Balance, \$9,749, Total, Beginning Balance, \$12,352,830, Receipts, \$3,636,608, Disbursements, Claims, -\$944,196, Payroll, -\$1,098,194, Ending Balance, \$13,947,048.
- PERSONNEL ACTIONS:
Updated Contract: Amy Larson, High School Alternative Classroom Teacher, \$58,250, Speech and Debate Coach, \$2,610, Residential Alternative Setting Stipend, \$1,000.
- SURPLUS PROPERTY: None.
- CONTRACTS & AGREEMENTS: Sub-Recipient Agreement with the South Dakota Department of Education for the Teacher Apprenticeship Pathway; Affiliate Agreement with Southeast Technical College, and ELO CPAs & Advisors Letter of Engagement for an audit for the year ending June 30, 2023.

Public Input

None given.

Regular Business

Superintendent Knight gave an update on the Hartford Elementary addition/renovation project.

Action 24-053 Motion by Klinkhammer, second by Eich to approve the ARP ESSER and Continue to Learn Plans. The plans can be found on the district website.

Second reading of policies.

Action 24-054 Motion by Klinkhammer, second by Lanham to approve Policy GBEC-Use of Alcohol, Drugs, and Other Controlled Substances by Employees, JFCH-Alcohol and Other Drug Use by Students, JHCD -Administration of Medications to Students, JHCDE-Administration of Medical Cannabis to Qualifying Students, JHCD-E(1)-

Administration of Medication to Students Consent Form Exhibit, and JHCDE-E(1)-Medical Cannabis Administration Plan Exhibit with recommended changes.

First reading of policies.

ACA-Harassment, ACA-R-Harassment Regulation, ICA-School Calendar, IKC-Class Ranking, JFJ-E-Implementation of Bullying Prevention and Education, JP- Middle School Petition to High School Participation.

Action 24-055 Motion by Klinkhammer, second by Lanham for authority to act on proposed policy JP-Middle School Petition to High School Petition.

Reports of the Administration

The administrators gave updates on student and building activities.

Reports of the School Board

None given.

Adjourn

Action 24-056 Motion by Lanham, second by Eich to adjourn the meeting at 5:28 p.m.

Approved this _____ day of _____ 20_____.

Alison McGillivray, School Board President

Attest:

Krista Stuessi, Business Manager

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