

**West Central School District #49-7
School Board Meeting Minutes
September 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 5:30 p.m. on September 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, Amy Johnson, and Ashley Bahrenfuss, Special Services Director Michelle Becker, Curriculum Coordinator Carrie Schaefer, 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 24-020 Motion by Klinkhammer, second by Lanham to amend the agenda to add to regular business approval to pay a claim to Gil Haugen Construction.

Action 24-021 Motion by Eich, second by Klinkhammer to adopt the amended agenda.

Approval of the Minutes

Action 24-022 Motion by Klinkhammer, second by Lanham to approve the meeting minutes from August 14, 2023 as published.

Conflicts of Interest

None were presented.

Consent Agenda

Action 24-0223 Motion by Klinkhammer, second by Eich to approve the consent agenda. The consent agenda addressed the following items:

- CLAIMS:
GENERAL CHECKING, GENERAL FUND, A-1 Portable Toilets, Rental, \$520.00, A1 Electric Plumbing Heat & Air, Building Repair & Maintenance, \$1,946.17, Advanced Pest Solutions, Professional Services, \$430.00, Advertising Arts Inc, Supplies, \$1,900.00, Amazon Business, Supplies, \$4,556.76, Anderson, Greg, Reimbursement, \$35.00, Area II Superintendents, Dues, \$175.00, Argus Leader Media, Subscription, \$303.23, ASCD, Dues, \$682.00, Association School Board of South Dakota, Registration Fee, \$2,140.00, Automatic Building Controls Inc, Professional Services, \$5,399.18, Baltzer, Caitlin, Official, \$176.10, Band Shoppe, Supplies, \$433.55, BANDMANS COMPANY, Supplies, \$960.25, Barnes & Noble Booksellers Inc, Supplies, \$693.51, Beisch, Jamie, Professional Services, \$700.00, Best Western Ramkota Rapid City, LODGING, \$1,452.00, Blick Art Material LLC, Supplies, \$658.17, BLUE BEACON, Transportation Maintenance, \$110.20, Brandon Valley School Dist 49-2, Dues, \$1,594.55, BROWN, JASON, Reimbursement, \$70.00, BSN Sports, LLC, Supplies, \$2,054.80, Carlson, Grant, Official, \$226.90, Carroll Institute, Professional Services, \$1,152.00, Century Business Products Inc, Print Management, \$844.28, Chesterman Co, Supplies, \$4,098.55, City Of Hartford, Water & Sewer, \$5,283.73, Coffee Cup Fuel Stops, Fuel, \$2,902.40, Convergent Technologies LLC, Building Repairs & Maintenance, \$725.09, Core-Mark

Midcontinent Inc, Supplies, \$4,259.38, Cressman Sanitation Inc, Garbage Services, \$672.50, Culligan of Sioux Falls, Supplies, \$184.50, Custom Home Improvement Inc, Building Repairs & Maintenance, \$3,284.45, D&D Small Engine Repair & Sales LLC, Supplies, \$519.59, DAKOTA AG CENTER GRAIN, Supplies, \$18.50, Demco, Supplies, \$2,363.35, Destination Imagination Inc, Dues, \$240.00, Dust-Tex Service Inc, Professional Services, \$169.04, EVANS, MEGAN, Reimbursement, \$70.00, Ewell Education Services Inc, Subscription, \$390.00, Flinn Scientific Inc, Supplies, \$25.15, Fred The Fixer Inc, Supplies, \$41.00, G & R Controls Inc, Building Repair & Maintenance, \$659.70, G&N LLC (SCHOOL BUS DRIVER TRAINING PROGRAM), Registration Fee, \$100.00, GALLARDO-GALLARDO, JORGE , Official, \$154.66, Gillespie Small Engine, Supplies, \$3.50, Golden West Telecommunications, Communication Expense, \$1,442.14, GRAHAM TIRE, Supplies, \$520.20, Hartford Ace Hardware, Supplies, \$1,822.19, Hartford Building Center, Building Repair & Maintenance, \$489.08, Hartford Pizza Ranch, Supplies, \$300.00, Hauff Mid-America Sports Inc, Supplies, \$1,762.75, Hawk Services Worldwide LLC, Professional Services, \$1,210.00, Healthequity Inc, Fees, \$287.90, Heiser, Eric, Official, \$155.30, Henglefeld, Miranda, Reimbursement, \$128.52, High Plains Technology Inc, Technology Services, \$369.00, Hillyard Inc, Supplies, \$2,115.46, Hoekman, Jennifer, Reimbursement, \$20.00, HUDL, Subscription, \$214.00, Innovative Office Solutions LLC, Supplies, \$5,214.13, Interstate All Battery Center, Technology Repair, \$119.96, Jaspers, Rebecca, Reimbursement, \$216.12, Johnson, Amy, Reimbursement, \$727.50, Johnson, Andrea, Supplies, \$191.44, JOHNSON, MEGAN, Reimbursement, \$70.00, Jostens Inc, Professional Services, \$5,898.39, KAUFMAN LAW OFFICE, Professional Services, \$2,010.00, KSB SCHOOL LAW, Professional Services, \$1,075.00, Learning A-Z LLC, Subscription, \$117.00, MacDoctors, Technology Repair, \$2,072.85, Master Blaster, Supplies, \$170.00, Matthiesen, Keith, Official, \$80.00, McCormick's Group LLC, Supplies, \$57.33, MID States Audio Inc, Supplies, \$125.00, MID-AMERICAN RESEARCH CHEMICAL (MARC), Supplies, \$371.53, MidAmerican Energy Company, Natural Gas, \$2,409.87, Napa Auto Parts Of Hartford, Transportation Repair, \$193.41, New Century Press Inc, Publishing, \$165.76, NOVAK SANITARY SERVICE/DAKOTA DATA SHRED, Garbage Services, \$983.20, Orca Book Publishers, INC., Supplies, \$8.96, PETERSEN, MARTY, Reimbursement, \$53.04, Pioneer Drama Service Inc, Supplies, \$569.25, Pioneer Memorial Hospital & Health Services, Professional Services, \$105.00, Plank Road Publishing Inc, Subscription, \$127.48, Popplers Music, Equipment Repairs, \$292.30, RHEAD, MICHELLE, Official, \$151.32, Riddell All American, Supplies, \$5,538.92, Roto-Rooter Sewer - Drain Service, Building Repair & Maintenance, \$805.00, Sanford Health Occupational Medicine Clinic, Professional Services, \$100.00, Sanford Patient Financial Services, Transportation Professional Services, \$108.00, Schaefers, Carrie, Mileage, \$19.89, School Health Corporation, Supplies, \$675.92, School Specialty LLC, Supplies, \$1,979.39, SD DEPARTMENT OF EDUCATION, Subscription, \$400.00, Sioux Valley Energy, Electricity, \$26,556.00, SITSPOTS, Supplies, \$19.99, SMITH WALBRIDGE BAND PRODUCTS, LLC, Supplies, \$312.40, SOUTHEAST AREA PRINCIPALS ASSOCIATION, Dues, \$125.00, Sports Endeavors Inc, Supplies, \$904.90, Sweetwater Sound, Supplies, \$198.00, T-MOBILE USA INC., Cellular Expenses, \$462.00, Tammen Auto & Tire Inc, Transportation Maintenance, \$364.75, Thompson, Laurie, OFFICIAL, \$135.00, Town Of Humboldt, Water/Sewer/Natural Gas, \$1,302.95, University Of Oregon, Subscription, \$700.00, Verizon Wireless, Cellular Expenses, \$42.26, Wall Lake Oil, Fuel, \$1,840.30, Weissman Designs For Dance, Supplies, \$164.85, WEST CENTRAL BASEBALL ASSOCIATION, Concessions Product, \$279.00, West Central After Prom, August Concessions, \$618.10, West Central Athletic Boosters Club, August Concessions, \$603.23, West Central Food Services, Supplies, \$307.00, WILLIAMS SCOTSMAN, INC (MOBILE MINI), Rent, \$400.00, Fund Total, \$134,753.97, CAPITAL OUTLAY FUND, ABDO Publishing, Books, \$1,411.00, Amazon Business, Equipment, \$890.32, Baete-Forseth HVAC, HUEL Building Improvements, \$57,633.69, Barnes & Noble Booksellers Inc, Books, \$3,879.34, Billion Chrysler Jeep Dodge, Van, \$40,230.00, CF Promo, Jerseys, \$11,526.50, Convergent Technologies LLC, Security Cameras, \$4,135.05, Custom Home Improvement Inc, HUEL Office, \$20,318.40, Hauff Mid-America Sports Inc, Equipment, \$4,510.00, High Plains Technology Inc, Projector, \$4,523.00, Innovative Office Solutions LLC, Classroom Furniture, \$13,854.95, McGraw-Hill Education Inc. Curriculum, \$1,333.76, MH Equipment Company, Trainer Cart, \$8,588.00, MPS (HOLTZBRINCK PUBLISHERS, LLC), Curriculum, \$3,844.52, Mystery Science, Curriculum, \$11,370.00, Riddell All American, Equipment, \$4,976.70, TMS Inc, Security Cameras, \$11,801.54, Wells Fargo Vendor Financial Services LLC, Technology Lease 1 Copier, \$1,750.84, Zearn Inc, Curriculum, \$10,211.00, Fund Total, \$216,788.61, SPECIAL EDUCATION FUND, Amazon Business, Supplies, \$1,556.65, ASCD, Dues, \$89.00, Association School Board of South Dakota,

Registration Fee, \$205.00, BROOKES PUBLISHING CO, INC (PAUL H), Supplies, \$169.44, Century Business Products Inc, Print Management, \$0.28, Ellwein, Tracee , Professional Service, \$1,147.92, Golden West Telecommunications, Communication Expense, \$157.60, Lifescape, Student Services, \$9,480.50, MHS Inc, Supplies, \$550.00, NCS Pearson Inc, Supplies, \$3,194.86, New Century Press Inc, Publishing, \$65.50, Riverside Insights, Supplies, \$515.46, SD Dept Of Human Services, SPED Services, \$3,013.51, Southeast Area Cooperative, Medicaid Billings, \$896.09, Teachwell Solutions, Student Services, \$2,250.00, PARENT, Reimbursement, \$142.80, Volunteers Of America - Dakotas, Student Services, \$2,394.24, West Central Food Services, Supplies, \$37.60, Wheelchair Express Sioux Falls, Transportation, \$2,700.00, Fund Total, \$28,566.45, CAPITAL PROJECTS HAEL ADDITION, GeoTek Engineering & Testing Services Inc, HAEL Building Improvements, \$2,904.50, GIL Haugan Construction, Inc, HAEL Building Improvements, \$509,735.59, KOCH HAZARD ARCHITECTS, HAEL Building Improvements, \$7,160.37, Fund Total, \$519,800.46, FOOD SERVICE FUND, A1 Electric Plumbing Heat & Air, Equipment Repair & Maintenance, \$4,850.39, Anderson-Krueger, Mary, Uniform Allowance, \$75.00, ASPEN THORSTENSON, Meals Refund, \$46.75, Beckman, Patricia, Uniform Allowance, \$75.00, BRUNICK, TODD, Meals Refund, \$12.80, Century Business Products Inc, Print Management, \$2.91, Dacotah Paper Co, Paper Products, \$824.13, East Side Jersey Dairy Inc, Milk, \$2,539.34, Express Produce LLC, Produce, \$638.06, Golden West Telecommunications, Communication Expense, \$157.59, HANSSEN, REBECCA, Meals Refund, \$121.50, IS Restaurant Design Equipment & Supply, Supplies, \$944.89, MATHIEU, MICHAEL, Meals Refund, \$22.45, MOTLAS, TERESA, Uniform Allowance, \$75.00, Pan-O-Gold Baking Co, Bread, \$603.89, PERFORMANCE FOODSERVICE, Groceries, \$29,132.19, Pressler, Becky, Uniform Allowance, \$74.36, PROCHEM DYNAMICS, LLC, Supplies, \$1,699.86, THOMAS-PARSONS, TANYA, Reimbursement, \$149.43, WALTER, AMANDA, Meals Refund, \$50.00, Fund Total, \$42,095.54, COMMUNITY EDUCATION/SERVICES, GRAPHIC EDGE, THE DBA GAME ONE, Camp Shirts, \$368.65, Grocott Ink & Thread, Camp Shirts, \$1,297.13, Hauff Mid-America Sports Inc, Camp Shirts, \$1,829.43, Prostrollo, Audrey, Professional Service, \$252.00, Fund Total, \$3,747.21, TOTAL GENERAL CHECKING, \$945,752.24, IMPREST CHECKING, GENERAL FUND, Anderson, Greg , Per Diem, 54.00, Brandon Valley Band Parents , Big Sioux Review Registration, 100.00, Cortez, Cesar, Official, 165.40, Council on College Admission In South Dakota, Registration Fee, 85.00, DCI, Fingerprinting, 346.00, Duncanson, Brian, Official, \$161.42, Fick, Shawn, Official, \$131.20, Glenn, Megan, Official, \$75.40, Halvorson, Laura , Memorial, \$60.00, HARTWICK, SCOTT , Per Diem, \$54.00, HESLER, LOUIS, Official, \$146.10, HOVDESTAD, NICOLE, Official, \$95.40, Johnson, Andrea, Per Diem, \$54.00, JOHNSON, KASSIDY, Per Diem, \$54.00, KADARKARAI AMY, Official, \$91.60, Lynn, Carla, Official, \$154.38, Parker School District, Marching Band Festival Registration, \$100.00, SAUNDERS, NANCY, Official, \$156.28, Schade, Nicholas, Official, \$194.46, SCHRADER, MATEYA , Memorial, \$60.00, Thompson, Laurie, Official, \$135.00, ULVESTAD, ANDREW, Official, \$85.30, West Central General Fund, Change Fund, \$7,500.00, Fund Total, 10,058.94, SPECIAL EDUCATION FUND, Becker, Michelle, Supplies, \$18.29, Fund Total, \$18.29, FOOD SERVICE FUND, West Central Food Services, Change Fund, \$200.00, Fund Total, \$200.00, TOTAL IMPREST CHECKING, \$10,277.23, PREPAIDS, GENERAL FUND, ACCO Brands Corporation (DAYTIMER), Supplies, \$71.20, Barnes & Noble Booksellers Inc, Supplies, \$205.83, Gaylord National Resort and Convention Center, LODGING, \$860.22, Michaels Fence & Supply Company, Supplies, \$16.80, Nexstar Broadcasting Inc, Professional Service, \$249.00, RevTrak Inc, Processing Fees, \$61.13, Running Supply Inc, Supplies, \$59.99, Sam's Direct Club, Supplies, \$1,792.05, SIOUX FALLS AIRPORT PARKING, Parking, \$36.00, UBER, Transportation, \$115.89, W.W. GRAINGER, INC., Supplies, \$146.43, Walmart, Supplies, \$84.00, Wex Bank, FUEL, \$936.47, Wix.com, Website Hosting, \$10.60, Fund Total, \$4,645.61, CAPITAL OUTLAY FUND, A-CHAMPS INTERACTIVE TRAINING SOLUTIONS S.L., Equipment, \$1,120.30, Fund Total, \$1,120.30, SPECIAL EDUCATION FUND, Wex Bank, FUEL, \$381.98, Fund Total, \$381.98, FOOD SERVICE FUND, School Nutrition Association, Registration Fee, \$17.00, Sunshine Foods, Food, \$55.64, Fund Total, \$72.64, COMMUNITY EDUCATION FUND, Wex Bank, FUEL, \$489.04, Fund Total, \$489.04, TOTAL PREPAIDS, \$6,709.57, TOTAL ALL CLAIMS, \$962,739.04.

- FINANCIAL REPORT August 2023:

General Fund, Beginning Balance, \$3,604,954, Receipts, \$1,006,901, Disbursements, Claims, -\$206,624, Payroll, -\$713,754, Other Adjustments, -\$199, Ending Balance, \$3,691,278, Capital Outlay Fund, Beginning Balance, \$1,264,111, Receipts, \$38,148, Disbursements, Claims, -\$160,991, Ending Balance, \$1,141,268, Special Education Fund Beginning Balance, \$283,694, Receipts, \$216,990, Disbursements, Claims, -

\$14,914, Payroll, -\$114,315, Ending Balance, \$371,455, Debt Service Fund, Beginning Balance, -\$201,111, Receipts, \$1,660, Disbursements, Claims, -\$600, Ending Balance, -\$200,052, Construction Fund, Beginning Balance, \$11,345,657, Receipts, \$72,539, Disbursements, Claims, -\$824,920, Ending Balance, \$10,593,276, Food Service Fund, Beginning Balance, \$683,469, Receipts, \$83,995, Disbursements, Claims, -\$27,286, Payroll, -\$16,975, Ending Balance, \$723,203, KARE Program Fund, Beginning and Ending Balance, \$171,635, Custodial Fund, Beginning Balance, \$135,745, Receipts, \$25,369, Disbursements, Claims, -\$19,608, Other Adjustments, \$2,311, Ending Balance, \$143,817, Community Education Fund, Beginning Balance, \$10,397, Receipts, \$25,470, Disbursements, Claims, -\$3,416, Payroll, -\$4,769, Other Adjustments, -\$2,311, Ending Balance, \$25,371 Total, Beginning Balance, \$17,298,549, Receipts, \$1,471,071, Disbursements, Claims, -\$1,258,357, Payroll, -\$849,813, Other Adjustments, -\$199, Ending Balance, \$16,661,251.

- PERSONNEL ACTIONS:
Updated Contracts: Joy Bert, Academic Interventionist for the 2023-2024 School Year, \$57,750, Julie Odegaard, Academic Interventionist, \$61,079, Elizabeth Thompson, Middle School Social Studies/LA/Exploratory Teacher, \$52,250, Ashley Payne, Special Education Teacher, \$57,660, Middle School Oral Interp, \$1,660, Cheer Coach at 0.50 Time, \$1,453, Kathryn Pope, Grade 8 Language Arts/Grade 7 Social Studies Teacher, \$60,220, Derek Bahrenfuss, Grade 5 Teacher, \$52,950, MS Assistant Boys Basketball Coach, \$2,075. Updated Work Agreements: Mateya Schrader, Educational Assistant/Painter, \$18.11/hour, Holly Uberty, District Long Term Substitute Teacher, \$306.94/day.
- SURPLUS PROPERTY: Filing cabinets (5), Football Jerseys (225), Calculator.
- CONTRACTS & AGREEMENTS: Rising Hope Counseling, LLC, provider access for mental health and/or ADA counseling services for students in Humboldt Elementary.

Public Input

None given.

Regular Business

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

Action 24-024 Motion by Klinkhammer, second by Lanham to approve Resolution 2024-02 Adoption of the 2023-2024 Annual Budget. Changes were made from the proposed budget.

Let it be resolved, that the School Board of the West Central School District No. 49-7, after duly considering the proposed budget and its changes thereto, to be published in accordance with SDCL 13-11-2, hereby approves and adopts its proposed budget and changes thereto, to be its Annual Budget for the fiscal year July 1, 2023 through June 30, 2024. The adopted Annual Budget totals are as follows: General Fund \$12,236,586, Capital Outlay \$3,873,700, Special Education \$2,947,651, Bond Redemption Fund \$775,000, Construction Fund \$7,100,000, Food Service Fund \$1,083,488, and the Community Activities Fund \$74,825. The adopted Annual Budget levy requests are as follows:

Tax Levy Request:

General Fund	\$ 1.320/per \$1,000 of ag valuation \$ 2.954/per \$1,000 of owner occupied valuation \$ 6.113/per \$1,000 of Other/non agricultural
Opt Out for General	\$ 400,000.00
Capital Outlay	\$ 2,750,000.00
Special Education	\$ 1.574/per \$1,000 of total valuation

Nurse	\$124,977	\$2,000	\$40,000					\$166,977
Psychological			\$95,482					\$95,482
Speech/PT/OT			\$419,151					\$419,151
Improvement of Instruction	\$117,011							\$117,011
Instructional Staff Training	\$86,205		\$8,615					\$94,820
Library	\$148,943	\$7,500						\$156,443
Technology	\$392,624	\$81,000						\$473,624
Election	\$2,700							\$2,700
Legal	\$40,000							\$40,000
Audit	\$20,000							\$20,000
Board of Education	\$74,357							\$74,357
Superintendent	\$351,684							\$351,684
Principals	\$728,398		\$158,520					\$886,918
Other School Administration	\$216,303							\$216,303
Fiscal	\$310,176	\$15,000						\$325,176
Facilities Acquisition & Construction		\$1,770,000			\$7,100,000			\$8,870,000
Custodial	\$1,272,724	\$15,000						\$1,287,724
Grounds Maintenance	\$87,048	\$80,000						\$167,048
Equipment Maintenance	\$30,100							\$30,100
Security Building Maintenance	\$8,807	\$25,000						\$33,807
Transportation	\$480,365	\$25,000						\$505,365
Food Service	\$562,786	\$202,000	\$108,485					\$873,271
Total Support Services						\$1,083,488		\$1,083,488
	\$5,427,449	\$2,222,500	\$830,253	\$0	\$7,100,000	\$1,083,488	\$0	\$16,663,690
Cocurriculars	\$526,636	\$119,000						\$645,636
Community Services							\$74,825	\$74,825
Unemployment	\$2,500							\$2,500
Debt Service		\$1,004,700		\$775,000				\$1,779,700
Transfers Out		\$200,000						\$200,000
Total Expenditures	\$12,236,586	\$3,873,700	\$2,947,651	\$775,000	\$7,100,000	\$1,083,488	\$74,825	\$28,091,250

Alison McGillivray
School Board President

First reading of Policy KCA-Library Materials Selection Policy. Changes were recommended.

Second reading of Policies.

Action 24-025 Motion by Lanham, second by Klinkhammer to approve policies: ABA-Community and Parent Involvement in Decision Making, BD-School Board Meetings, BDDH-Public Participation at Board Meetings, DJ-Purchasing, IF-Curriculum Development, IIAA-Instructional Materials Selection and Adoption, IIAC-Library Material Selection and Adoption, JEDA-Truancy, JFCL-Student Registered Sex Offenders, KG-Community Use of School Facilities, KG-E-Facilities/Equipment Usage Agreement, KG-R-Facilities/Equipment Rental and Service Charges, KLB-Public Complaints about the Curriculum or Instructional Materials, and KLB-E(1)-Public Complaints about the Curriculum or Instructional Materials-Request for Reconsideration of Instructional Materials with recommended changes.

Action 24-026 Motion by Klinkhammer, second by Kayser to approve the claim for Gil Haugen Construction for construction for \$1,334,881.03.

Reports of the Administration

The administrators gave updates on activities.

Reports of the School Board

A report on the beginning of the year was given.

Adjourn

Action 24-027 Motion by Klinkhammer, second by Lanham to adjourn the meeting at 5:55 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 \$_____.