

**West Central School District #49-7
School Board Meeting Minutes
November 13, 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 November 13, 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 5:30 p.m.

The meeting started with the Pledge of Allegiance.

Adoption of the Agenda

Action 24-042 Motion by Eich, second by Lanham to adopt the agenda.

Approval of the Minutes

Action 24-043 Motion by Klinkhammer, second by Kayser to approve the meeting minutes from October 9 and 23, 2023 as published.

Conflicts of Interest

None were presented.

Consent Agenda

Action 24-044 Motion by Klinkhammer, second by Lanham to approve the consent agenda. The consent agenda addressed the following items:

- CLAIMS:
GENERAL CHECKING - NOVEMBER 13, 2023, GENERAL FUND, A-1 Portable Toilets, Football Portable Toilet Rental, \$440.00, Advanced Pest Solutions, Pest Control, \$430.00, Amazon Business, Transportation Supplies, \$410.13, ATS LLC, Vehicle Repair/Maintenance, \$30.75, Band Shoppe, Cocurricular Supplies, \$99.90, BEST WESTERN KELLY INN YANKTON, Travel Lodging, \$77.00, CC&F Retail Inc, Student Transit Diesel, \$463.26, CHAMBERLAIN SCHOOL DISTRICT, Round 1 FB Playoffs Mileage, \$372.00, Chesterman Co, Concessions Supplies, \$630.06, City Glass & Glazing Inc, Building Repairs, \$1,942.00, City Of Hartford, Water & Sewer, \$3,691.38, Coffee Cup Fuel Stops, Student Transit Diesel Fuel, \$6,238.79, Cressman Sanitation Inc, Garbage Services, \$665.00, Culligan of Sioux Falls, Purified Salt, \$100.00, DAKOTA AG CENTER GRAIN, Grounds Supplies, \$730.56, Destination Imagination Inc, Cocurricular Registration, \$960.00, Dust-Tex Service Inc, Cleaning Service, \$169.04, Engraver's Edge, Cocurricular Supplies, \$13.00, Fred The Fixer Inc, Maintenance Supplies, \$120.00, G & R Controls Inc, Building Repairs, \$368.91, Golden West Telecommunications, Communication Expense, \$1,527.14, Hartford Ace Hardware, Maintenance General Supplies, \$522.43, Hartford Building Center, Cocurricular Supplies, \$2,447.28, Healthequity Inc, Monthly Fees, \$140.25, Henry Schein Inc , Cocurricular Supplies, \$50.50, High Plains Technology Inc, Technology Services, \$369.00, Hilsendeger, Thomas, Soccer Official Assigner, \$390.00, HOWARD JOHNSON INN & SUITES, Travel Lodging, \$1,386.00, Ideker, Michael , Reimbursement, \$35.00, Innovative Office Solutions LLC, Custodial Supplies, \$1,215.86, Interstate All Battery Center, Technology Repair,

\$214.95, JD'S House of Trophies, Cocurricular Supplies, \$65.00, KNIGHT, ERIC , Reimbursement, \$1,000.00, Lennox School District 41-4, 11/3/23 Round 2 Football Playoff, \$57.00, MacDoctors, Technology Repair, \$434.99, Menards Inc, HS Trades House, \$141.68, MidAmerican Energy Company, Natural Gas, \$1,835.68, Midwest Bus Parts Inc, Pupil Transit Repair/Maintenance, \$536.21, Napa Auto Parts Of Hartford, Pupil Transit Repair Maintenance, \$42.49, New Century Press Inc, Publishing, \$24.64, NOVAK SANITARY SERVICE/DAKOTA DATA SHRED, Garbage Services, \$1,094.60, PETERSEN, MARTY, Reimbursement, \$93.84, Plank Road Publishing Inc, Instructional Supplies, \$148.04, Popplers Music, Instrument Repairs, \$26.50, Roosevelt High School, Cocurricular Entry Fee, \$144.00, SADDLEBACK EDUCATIONAL PUBLISHING, INC., Instructional Supplies, \$11.95, SASD, Registration, \$50.00, Schaefers, Carrie, Reimbursement, \$16.32, SDCTM/SDSTA JPDC, Registration, \$180.00, SDHSAA, Cocurricular Supplies, \$2,096.50, SDSU BANDS, Cocurricular Registration, \$80.00, South Dakota Department Of Public Safety, Cocurricular Supplies, \$112.00, Stomping Grounds Inc, Instructional Supplies, \$60.00, Tammen Auto & Tire Inc, Student Transit Vehicle Maintenance, \$1,288.45, Town Of Humboldt, Water/Sewer/Natural Gas, \$1,686.75, Verizon Wireless, Cellular Expenses, \$208.08, West Central After Prom, October Concessions, \$3,439.87, West Central Athletic Boosters Club, October Concessions, \$7,825.99, WILLIAMS SCOTSMAN, INC (MOBILE MINI), Rented Storage, \$400.00, TOTAL, \$49,350.77, CAPITAL OUTLAY FUND, Barnes & Noble Booksellers Inc, Books, \$108.44, GeoTek Engineering & Testing Services Inc, Land Development, \$2,844.50, TOTAL, \$2,952.94, SPECIAL EDUCATION FUND, Amazon Business, Instructional Supplies, \$33.55, PARENT, Mileage, \$183.60, Ellwein, Tracee, October PT Mileage, \$2,650.20, Golden West Telecommunications, Communication Expense, \$169.08, SASD, Registration, \$50.00, Teachwell Solutions, Student Tuition, \$12,484.00, Wheelchair Express Sioux Falls, October SPED Transportation, \$2,400.00, TOTAL, \$17,970.43, CAPITAL PROJECTS HAEL ADDITION, GIL Haugan Construction, Inc, Building Construction, \$829,146.22, KOCH HAZARD ARCHITECTS, Building Construction, \$7,140.00, TOTAL, \$836,286.22, FOOD SERVICE FUND, Amazon Business, Instructional Supplies, \$321.85, CARLSON, KRISTEN, Refund, \$144.40, Dacotah Paper Co, FS Disposable Paper Products, \$231.60, Digi SmartSense LLC, Annual Subscription, \$750.00, East Side Jersey Dairy Inc, Milk, \$880.33, Express Produce LLC, Produce, \$232.71, Golden West Telecommunications, Communication Expense, \$169.07, KOOL, MEGAN , Meals Refund, \$32.35, Pan-O-Gold Baking Co, Bread, \$166.46, THOMAS-PARSONS, TANYA, Reimbursement, \$133.62, TOTAL, \$3,062.39, COMMUNITY EDUCATION FUND, Amazon Business, Community Ed Dance Costumes, -\$52.01, TOTAL, -\$52.01, TOTAL NOVEMBER 13, 2023 GENERAL CHECKING, \$909,570.74, IMPREST CHECKING, GENERAL FUND, Baker, Phil, Girls Soccer Official, \$251.10, BOONE, TRACY, Football Official, \$146.42, Caffrey, Joseph, Meal Allowance, \$74.00, Canton School District 41-1, Cross Country Registration, \$75.00, Carlson, Grant, Soccer Official, \$104.20, DCI, Fingerprinting, \$43.25, Dell Rapids School District 49-3, Cross Country/Boys Golf Registration, \$172.00, DOBBINS, BRET, Football Official, \$125.00, Dykstra, Cherilyn, Volleyball Official, \$312.84, EFFLING, ROSS, Football Official, \$125.00, Elk Point - Jefferson School District 61-7, Cross Country Registration, \$170.84, Eye, Daniel, All-State Orchestra Meals, \$214.00, FEIST, DANIEL, Volleyball Official, \$135.00, Gratz, Laurie, All State Chorus Meals, \$534.00, GRIPENTROG, BRENDA, Soccer Official, \$166.90, Hallem, Amy, Girls Soccer Numbers on White Jerseys, \$56.97, HANSEN, TROY, Football Official, \$125.00, Krier, Steve, Football Official, \$125.00, Lamberty, Todd, Football Official, \$125.00, Lennox School District 41-4, Cross Country Registration, \$110.00, Lynn, Carla, Volleyball Official, \$154.38, Madison Central School Dist 39-2, Boys Golf Registration Fees, \$150.00, Matthesen, Keith, Football Official, \$170.00, McGrath, John, Football Official, \$125.00, McNeely, Guy, Boys Soccer Official, \$269.46, Mjoun, Kamal, Soccer Official, \$388.98, OHME, DEREK, Football Official, \$145.40, OUR FARM SD, Field Trip, \$505.00, Parker School District, JV Volleyball Tourney Registration, \$70.00, Parkston School District 33-3, Boys Golf Registrations, \$180.00, Pederson, Jeffrey, Boys Soccer Official, \$244.98, PENISTEN, TOM, Football Official, \$125.00, PERRION, MICHAEL, Football Official, \$125.00, SCHIEFEN, DAVID, Football Official, \$204.56, Schumack, Dawn, Volleyball Official, \$270.00, Sioux Falls Christian School, XC Regions Registration, \$387.08, Spellmeyer, Patrick, Football Official, \$125.00, Thompson, Gregg, Volleyball Official, \$135.00, Thompson, Laurie, Volleyball Official, \$135.00, Tuch, David, Meal Allowance, \$14.00, VEIRE, CHAD, Football Official, \$125.00, Vermillion School District 13-1, Cross Country/Boys Golf Registration, \$200.00, Voelker, Casey, Football Official, \$125.00, Whetham, Brian, Football Official, \$125.00, TOTAL, \$7,690.36, CAPITAL OUTLAY FUND, HEGG REALTORS INC, EARNEST MONEY, \$5,000.00, TOTAL, \$5,000.00, FOOD SERVICE FUND, MCKEE, KENDRA, Refund, \$38.10, THOMAS-PARSONS, TANYA, Per Diem, \$102.00,

TOTAL, \$140.10, TOTAL IMPREST CHECKING, \$12,830.46, PREPAIDS, GENERAL FUND, CAREERSAFE, LLC, Instructional Supplies, \$576.00, Classkick, Instructional Supplies, \$252.00, Decker Equipment / School Fix, SCHOOL SIGNS, \$190.59, Dollar General , HS/ACTIVITIES SUPPLIES, \$183.23, Emotional ABCs Inc., Instructional Supplies, \$126.00, Flower Mill, Memorial, \$60.00, Hy-Vee Accounts Receivable, Instructional Supplies, \$32.47, Nearpod Inc., Instructional Supplies, \$159.00, Nexstar Broadcasting Inc, JOB ADVERTISING, \$249.00, RevTrak Inc, Processing Fees, \$137.87, Sam's Direct Club, FACS Supplies, \$768.37, SDASBO, CONFERENCE REGISTRATION, \$100.00, Smore, SUBSCRIPTION, \$188.00, Sunshine Foods, Instructional Supplies, \$54.27, Teachers Pay Teachers, Instructional Supplies, \$320.19, Ticked Pink In Primary, Instructional Supplies, \$125.00, VINTAGE VAULT FLORAL & FASHIONS, Memorial, \$69.99, Walmart, Instructional Supplies, \$42.48, Wex Bank, FUEL, \$1,978.31, Wix.com, DISTRICT WEBSITE MONTHLY CHARGE, \$21.20, TOTAL, \$5,633.97, SPECIAL EDUCATION FUND, Hartford Ace Hardware, Instructional Supplies, \$50.98, INSPIRE TO CREATE ENTERPRISES LLC, Instructional Supplies, \$242.74, LessonPix Inc, Instructional Supplies, \$36.00, Riverside Insights, Instructional Supplies, \$413.82, Walmart , Instructional Supplies, \$7.17, Wex Bank, FUEL, \$1,321.73, TOTAL, \$2,072.44, FOOD SERVICE FUND, Hy-Vee Accounts Receivable, CHILD NUTRITION SUPPLIES, \$337.55, NATURAL GROCERS, SPECIAL DIETS, \$61.93, Sunshine Foods, CHILD NUTRITION Food, \$10.19, Walmart , CHILD NUTRITION Food, \$76.51, TOTAL, \$486.18, TOTAL PREPAIDS, \$8,192.59, GENERAL CHECKING - OCTOBER 31, 2023, GENERAL FUND, A1 Electric Plumbing Heat & Air, Building Repairs, \$6,500.57, Amazon Business, Cocurricular Supplies, \$1,257.86, ARROWWOOD RESORT AT CEDAR SHORE, Travel Lodging, \$141.32, Auto Glass Express LLC, Student Transit Repairs, \$370.71, Century Business Products Inc, Print Management, \$3,593.51, Chesterman Co, Concessions Supplies, \$1,207.62, D&D Small Engine Repair & Sales LLC, Grounds Supplies, \$118.91, DAKOTA STATE UNIVERSITY, Cocurricular Registration, \$182.00, DCI, Fingerprinting, \$43.25, Dockendorf, Tim, Football Official, \$159.68, Dust-Tex Service Inc, Cleaning Service, \$338.08, Falor, Craig, Football Official, \$137.24, Fiegen, Edward, Football Official, \$137.24, Fred The Fixer Inc, Maintenance Supplies, \$20.00, G & R Controls Inc, Building Repairs, \$7,024.58, G&N LLC (SCHOOL BUS DRIVER TRAINING PROGRAM), Registration, \$100.00, GRAHAM TIRE, Student Transit Tires, \$601.74, Hartford Ace Hardware, Maintenance General Supplies, \$2,885.97, Hartford Building Center, Trade House Supplies, \$1,383.63, Hauff Mid-America Sports Inc, Cocurricular Supplies, \$634.20, Hillyard Inc, Custodial Supplies, \$308.69, Hunsley, David, Football Official, \$137.24, Innovative Office Solutions LLC, Instructional Supplies, \$7,836.44, Interstate All Battery Center, Technology Repair, \$213.55, J.W. Pepper & Son Inc, Instructional Supplies, \$75.00, KNIGHT, ERIC, Reimbursement, \$142.80, KSB SCHOOL LAW, Legal Services, \$1,870.50, Kuta Software LLC, Instructional Supplies, \$150.00, LEE, TREVOR, Soccer Official, \$91.42, Lynn Jackson Schultz Lebrun PC, Legal Services, \$1,408.92, MacDoctors, Technology Repair, \$4,154.00, Materese, James, Football Official, \$137.24, Maximum Promotions Inc, Cocurricular Supplies, \$807.00, Menards Inc, HS Trades House, \$131.68, MidAmerican Energy Company, Natural Gas, \$594.70, Napa Auto Parts Of Hartford, Pupil Transit Repair Maintenance, \$36.23, New Century Press Inc, Publishing, \$133.84, Nothdurft Construction LLC, Maintenance and Grounds Repairs, \$5,958.40, NOTHDURFT, SCOTT , Grounds Maintenance, \$3,534.30, NOVAK SANITARY SERVICE/DAKOTA DATA SHRED, Garbage Services, \$1,091.50, Peterson, Jeffrey, Reimbursement, \$35.00, Pitney Bowes Reserve Account, Postage, \$2,000.00, Popplers Music, Instructional Supplies, \$356.50, REGISTER, WILLIAM, Cocurricular Supplies, \$6,900.00, Roto- Rooter Sewer - Drain Service, Building Repairs, \$435.00, SADDLEBACK EDUCATIONAL PUBLISHING, INC., Instructional Supplies, \$293.22, SHAPE SD, Registration, \$220.00, Sioux Falls School District 49-5, Instructional Supplies, \$885.50, Sioux Valley Energy, Electricity, \$25,117.00, Stan Houston Equipment Company Inc, Maintenance Supplies, \$1,447.90, Sunshine Foods, Instructional Supplies, \$176.10, T-MOBILE USA INC., Cellular Expenses, \$462.00, Tammen Auto & Tire Inc, Student Transit Vehicle Maintenance, \$3,052.58, Teachwell Solutions, 2024 Cooperative Membership, \$3,413.00, Tessman Company, The , Grounds Supplies, \$756.00, TK Elevator Corporation, Elevator Quarterly Maintenance, \$557.38, Walter, Ryan, Travel Per Diem, \$26.00, Washington High School, Cocurricular Registration, \$239.00, WELLER BROTHERS LLC, Grounds Maintenance, \$28,524.08, West Central Food Services, Instructional Supplies, \$100.00, TOTAL, \$130,647.82, CAPITAL OUTLAY FUND, Hawk Services Worldwide LLC, Building Maintenance, \$8,573.32, STOCKWELL ENGINEERS,INC., Land Development, \$690.20, Turnitin LLC, Curriculum, \$2,700.00, Wells Fargo Vendor Financial Services LLC, Technology Lease, \$1,459.10, TOTAL, \$13,422.62, SPECIAL EDUCATION FUND, Amazon Business, SPED Supplies, \$201.85, Century

Business Products Inc, Print Management, \$11.01, Children's Home Society of South Dakota, Tuition and Services, \$3,429.20, Lifescape, Tuition and Services, \$11,832.75, SD Dept Of Human Services, Tuition and Services, \$3,811.18, Teachwell Solutions, Tuition and Services, \$61,370.00, Volunteers Of America - Dakotas, Tuition and Services, \$1,937.46, TOTAL, \$82,593.45, CAPITAL PROJECTS HAEI ADDITION, GeoTek Engineering & Testing Services Inc, Building Construction, \$3,166.50, GIL Haugan Construction, Inc, Building Construction, \$1,073,233.44, KOCH HAZARD ARCHITECTS, Building Construction, \$7,145.32, TOTAL, \$1,083,545.26, FOOD SERVICE FUND, A1 Electric Plumbing Heat & Air, Building Repairs, \$3,538.22, Amazon Business, Groceries, \$210.34, AmericInn by Wyndham Fort Pierre, Travel Lodging, \$305.97, Carlson & Stewart Refrigeration Inc, Equipment Repairs, \$903.65, Cash- Wa Distributing, Supplies, \$39.76, Century Business Products Inc, Print Management, \$12.93, Dacotah Paper Co, FS Disposable Paper Products, \$1,916.03, East Side Jersey Dairy Inc, Milk, \$5,032.60, Express Produce LLC, Produce, \$1,515.82, Grocott Ink & Thread, Uniforms, \$725.00, Horner, Kerri, Reimbursement, \$75.00, IS Restaurant Design Equipment & Supply, Equipment, \$4,149.48, Pan-O-Gold Baking Co, Bread, \$966.00, PERFORMANCE FOODSERVICE, Groceries, \$30,063.37, PROCHEM DYNAMICS, LLC, Food Service Supplies, \$1,174.84, TOTAL, \$50,629.01, COMMUNITY EDUCATION FUND, Amazon Business, Community Ed Dance Costumes, \$1,050.82, TOTAL, \$1,050.82, TOTAL OCTOBER 31, 2023 GENERAL CHECKING, \$1,361,888.98, TOTAL ALL CLAIMS, \$2,292,482.77.

- FINANCIAL REPORT OCTOBER 2023:

General Fund, Beginning Balance, \$3,331,558, Receipts, \$709,327, Disbursements, Claims, -\$315,938, Payroll, -\$822,143, Ending Balance, \$2,902,804, Capital Outlay Fund, Beginning Balance, \$947,569, Receipts, \$32,313, Disbursements, Claims, -\$58,308, Ending Balance, \$921,574, Special Education Fund, Beginning Balance, \$239,256, Receipts, \$93,317, Disbursements, Claims, -\$152,457, Payroll, -\$181,706, Ending Balance, -\$1,590, Debt Service Fund, Beginning Balance, -\$194,095, Receipts, \$10,283, Disbursements, \$0, Ending Balance, -\$183,812, Construction Fund, Beginning Balance, \$8,743,208, Receipts, \$94,901, Disbursements, Claims, -\$1,092,135, Ending Balance, \$7,745,974, Food Service Fund, Beginning Balance, \$697,436, Receipts, \$93,631, Disbursements, Claims, -\$101,059, Payroll, -\$49,546, Ending Balance, \$640,461, KARE Program Fund, Beginning and Ending Balance, \$171,635, Custodial Fund, Beginning Balance, \$138,209, Receipts, \$25,322, Disbursements, Claims, -\$20,521, Ending Balance, \$143,010, Community Education Fund, Beginning Balance, \$10,548, Receipts, \$4,605, Disbursements, Claims, -\$2,378, Ending Balance, \$12,775, Total, Beginning Balance, \$14,085,323, Receipts, \$1,063,699, Disbursements, Claims, -\$1,742,796, Payroll, -\$1,053,395, Ending Balance, \$12,352,831.

- PERSONNEL ACTIONS:

New Work Agreement: Steven Ingalls, Bus Driver, \$29.75/hour Routes/Shuttles, \$18.50/hour Activity Trips, \$17.50/hour Other; Dave Heck, Long Term Substitute Teacher, \$150.00/day; Kathryn Davis, Long Term Substitute Teacher, \$293.06/day. Resignations: Jordyn Christensen, 8th Grade Volleyball Coach, Effective End of School Year, Emily Budera, 7th Grade Volleyball Coach, Effective End of School Year Pending Suitable Replacement.

- SURPLUS PROPERTY: Microscopes (3).

- CONTRACTS & AGREEMENTS: Professional Engineering/Surveying Services Agreement for the 2023/2024 School Year with JSA Engineers and Land Surveyors.

Public Input

None given.

Regular Business

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

Action 24-045 Motion by Eich, second by Klinkhammer to approve the purchase of land parcel ID# 71116 & 16033 in Hartford, SD for \$1,000,000 (25 acres x \$40,000/acre) plus City of Hartford delayed assessment fees for approximately \$226,357.71 and authorize the business manager to pay these claims at the time of closing with board ratification to take place at the next regular board meeting.

Action 24-046 Motion by Lanham, second by Klinkhammer to approve the debate/speech advisor pay for activity at .06 the activity salary guide and 2023-2024 Budget Amendment #1 as follows: General Fund, Means of Finance, Fund Balance, \$480, Contributions & Donations, \$3,000; Expenditures, Debate/Speech Advisor Wages, \$2,700, Benefits, \$430, Registrations, \$250, Supplies, \$100.

Action 24-047 Motion by Klinkhammer, second by Eich to approve the updated ARP ESSER Plan. The plan can be found on the district website.

Second reading of policies.

Action 24-048 Motion by Klinkhammer, second by Lanham to approve Policy AACA-Sexual Harassment, AACA (R)1-Sexual Harassment Regulation, AACA (E)1-Sexual Harassment Complaint Form, AACA (E)2-Sexual Harassment Appeal to the Superintendent, AACA (E)3-Sexual Harassment Appeal to the School Board, JFCD-Bullying Policy, JFCD-E(1)-Bullying Complaint Report Form, JFCD-E(2)-Bullying Appeal to Superintendent, JFCD-E(3)-Bullying Appeal to School Board with recommended changes and rescind Policy JFJ-Bullying Policy.

First reading of policies.

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, JHCDE-E(1)-Medical Cannabis Administration Plan Exhibit.

Reports of the Administration

The administrators gave updates on student and building activities.

Reports of the School Board

None given.

Adjourn

Action 24-049 Motion by Lanham, second by Eich to adjourn the meeting at 5:52 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 \$_____.