

**West Central School District #49-7
School Board Meeting Minutes
August 14, 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 August 14, 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, Amy Johnson, and Ashley Bahrenfuss, Curriculum Coordinator Carrie Schaefer, Activities Director Andrea Johnson, 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 24-011 Motion by Eich, second by Klinkhammer to adopt the agenda.

Approval of the Minutes

Action 24-012 Motion by Lanham, second by Klinkhammer to approve the meeting minutes from July 10, 2023 as published.

Conflicts of Interest

None were presented.

Consent Agenda

Action 24-013 Motion by Eich, second by Kayser to approve the consent agenda. The consent agenda addressed the following items:

- CLAIMS:
GENERAL CHECKING, GENERAL FUND, A1 Electric Plumbing Heat & Air, Building Repairs, \$3,041.07, ALPHAGRAPHICS 451, PBIS signs, \$130.26, Amazon Business, Instructional Supplies, \$14,828.79, ATS LLC, Student Transit Repair/Maintenance, \$215.71, Austads Golf Inc, Cocurricular Supplies, \$299.99, Auto Glass Express LLC, Student Transit Bus Repairs, \$720.00, Automotive Tire and Service, Student Transit Repair, \$12,642.81, BIO Corporation, Instructional Supplies, \$1,138.69, Blick Art Material LLC, Instructional Supplies, \$360.07, BLUE BEACON, Student Transportation Maintenance, \$735.05, BSN Sports, LLC, Cocurricular Supplies, \$44.99, Builders Supply Company, Grounds Supplies, \$280.50, Building Sprinkler Inc, Fire Sprinkler Inspection, \$675.00, Business Essentials, Copy Paper 23-24, \$3,000.00, Carolina Biological Supply Company, Instructional Supplies, \$692.96, Century Business Products Inc, Print Management, \$158.64, City Of Hartford, Water & Sewer, \$7,153.80, Coffee Cup Fuel Stops, Student Transit Diesel Fuel, \$455.83, COMMSCOPE TECHNOLOGIES, LLC, Technology Renewal, \$500.00, Converjint Technologies LLC, Technology Supplies, \$622.00, Cressman Sanitation Inc, Garbage Services, \$665.00, Dharma Trading Co, Instructional Supplies, \$120.43, Evans, Matthew, PD Registration Fee, \$60.00, Festival Of Bands, Marching Band Registration, \$250.00, Flinn Scientific Inc, Instructional Supplies, \$3,132.34, Follett School Solutions Inc, Follett Destiny Automation Renewal, \$2,974.05, Fred The Fixer Inc, Maintenance Supplies, \$112.00, G & R Controls Inc, HVAC Repairs, \$5,092.52, Golden West Telecommunications, Communication Expense, \$1,418.08, Gopher Sport, PE Supplies, \$1,186.58, Hartford Ace Hardware, Maintenance General

Supplies, \$4,087.81, Hartford Building Center, Building Repairs, \$468.92, Hartford Pizza Ranch, Registration Meal, \$179.00, Healthequity Inc, July Monthly Fees, \$141.80, Heiman Inc, Semi-Annual Inspection and Service, \$1,994.00, High Plains Technology Inc, Technology Prof and Tech, \$13,570.86, High Point Networks LLC, Tech Repairs and Maintenance, \$168.75 ,Hillyard Inc, Custodial Supplies, \$577.88, HOWIES ATHLETIC TAPE, Athletic Trainer Supplies, \$2,151.42,HUDL, HUDL Services, \$8,745.00,IMAGINE LEARNING LLC, ELL Subscription, \$220.00, Innovative Office Solutions LLC, Instructional Supplies, \$7,843.21, Interstate All Battery Center, Maintenance General Supplies, \$554.35, Jamf Software LLC, Jamf License Renewal, \$14,371.50, Jones School Supply Company Inc, Instructional Supplies, \$395.85,KSB SCHOOL LAW, Legal Services, \$1,053.50, Lakeshore Learning Materials, Instructional Supplies, \$136.85, Literacy Resources Inc, Instructional Supplies, \$252.72, MacDoctors, Mac Repairs, \$2,585.00, Madison Daily Leader, WC Newsletter, \$2,827.92, Marco Technologies LLC, VIEWpath Cloud License Renewal, \$12,375.38, Maverick Multimedia LLC, Technology Supplies, \$378.85,McCoy, Brenda , Reimbursement, \$50.00, Menards Inc, Maintenance Supplies, \$98.89, MidAmerican Energy Company, Natural Gas, \$2,242.54, Midwest Bus Parts Inc, Pupil Transit Repair/Maintenance, \$346.86, Napa Auto Parts Of Hartford, Maintenance Supplies, \$227.21,Nasco, Instructional Supplies, \$20.32, New Century Press Inc, 1 Year Subscription Minnehaha Messenger, \$646.02, Nothdurft Construction LLC, Grounds Maintenance, \$6,708.72,NOTHDURFT, SCOTT, Grounds Maintenance, \$2,040.00,NOVAK SANITARY SERVICE/DAKOTA DATA SHRED, Garbage Services, \$2,016.17, OFFICE OF FIRE MARSHAL - BOILER INSPECTION, Inspection Fees, \$160.00,Open Up Resources, Curriculum, \$270.00, Orca Book Publishers, INC., Instructional Supplies, \$405.81, Pitsco Inc, Instructional Supplies, \$250.25,Playscripts Inc, Fall Play Rights and Scripts, \$506.26,PRECISION IRRIGATION AND LAWNCARE, Irrigation Repairs, \$1,430.44, Rochester 100 Inc, Instructional Supplies, \$1,169.00, Sanford Health Occupational Medicine Clinic, DOT Exam, \$100.00, Scholastic Inc, Instructional Supplies, \$1,598.20, School Health Corporation, Instructional Supplies, \$983.84, School Nurse Supply Inc, Nurse Supplies, \$1,709.50, School Specialty LLC, Instructional Supplies, \$1,285.60, Secure Enterprise Asset Management Inc, Electronics Recycling, \$354.01,SHI International Corp, Adobe Renewal, \$1,415.92, Sioux Valley Energy, Electricity, \$23,763.00, Sisson Printing Inc, Instructional Supplies, \$427.00, SiteOne Landscape Supply Holding, LLC, Grounds Supplies, \$195.16, SD ASSN OF MIDDLE LEVEL EDUCATORS, Middle Level Educators Membership, \$100.00,SOUTH DAKOTA REGION 1 AREA PRINCIPALS ASSN, 2023-2024 Elementary Principal Dues, \$180.00, South Dakota School Transportation Association, Registration Fee, \$50.00,SOUTH DAKOTA UNITED SCHOOLS ASSOCIATION, Membership Dues, \$450.00,SOUTHEAST AREA PRINCIPALS ASSOCIATION, Membership Dues, \$125.00, Stan Houston Equipment Company Inc, Maintenance Supplies, \$915.98, Sunshine Foods, Registration Meal, \$67.64,Supreme School Supply, Instructional Supplies, \$77.16,T-MOBILE USA INC., Cellular Expenses, \$462.00,Tammen Auto & Tire Inc, Student Transit Vehicle Maintenance, \$2,427.82,TMS Inc, Annual Software Support and Subscription, \$3,898.25,Town Of Humboldt, Water/Sewer/Natural Gas, \$216.76,West Music Company Inc, Instructional Supplies, \$763.40,WILLIAMS SCOTSMAN, INC (MOBILE MINI), Maintenance Rent Storage, \$1,476.50, \$199,418.96,CAPITAL OUTLAY FUND, Baete-Forseth HVAC, HUEL Building Improvements, \$46,562.87, Benchmark Education Company, Curriculum, \$3,411.10,ByteSpeed, LLC., Bus Camera System, \$17,000.00, Caert Inc, Curriculum, \$1,900.00, DERKSEN FLOORS, INC., Becker Center Floors, \$27,900.00,Formative, Curriculum, \$2,950.40,I29 Sports, MS VB Jerseys, \$2,275.00,IMAGINE LEARNING LLC, Curriculum, \$24,600.00,IXL Learning Inc, Curriculum, \$595.00, MATH LEARNING CENTER, THE, Curriculum, \$4,023.00,NOTHDURFT, SCOTT , Grounds Work, \$8,225.28,PERFECTION LEARNING CO., Curriculum, \$1,597.96, Really Great Reading Company LLC, Curriculum, \$10,723.50, SHI International Corp, Curriculum, \$2,500.00, Shurley Instructional Material Inc, Curriculum, \$2,655.25, US Bank, Debt Fees, \$1,200.00, Wells Fargo Vendor Financial Services LLC, Technology Lease, \$1,750.84, \$159,870.20,SPECIAL EDUCATION FUND, Amazon Business, Supplies, \$1,210.08, Children's Home Society of South Dakota, July SPED Services, \$3,513.41, Ellwein, Tracee, July PT Mileage, \$571.32, Golden West Telecommunications, Communication Expense, \$153.58, Innovative Office Solutions LLC, Paper, \$46.40,NORTHERN SPEECH SERVICES, INC, Instructional Supplies, \$237.70,Scholastic Inc, Instructional Supplies, \$129.14,SD Dept Of Human Services, June SPED Services, \$3,170.10,Southeast Area Cooperative, Medicaid Billing, \$181.91,Super Duper Publications, Instructional Supplies, \$297.45,Volunteers Of America - Dakotas, June SPED Services, \$2,602.80,Wheelchair Express Sioux Falls, July SPED Transportation, \$2,400.00,

\$14,513.89, DEBT SERVICE FUND, US Bank, Debt Fees, \$600.00, \$600.00, CAPITAL PROJECTS FUND, GeoTek Engineering & Testing Services Inc, HAEL Building Improvements, \$2,866.00, GIL Haugan Construction, Inc, HAEL Building Improvements, \$814,893.21, KOCH HAZARD ARCHITECTS, HAEL Building Improvements, \$7,160.37, \$824,919.58, FOOD SERVICE FUND, Arctic Refrigeration, Inc, Cooler Maintenance, \$302.40, Cash-Wa Distributing, Equipment, \$15,841.27, Century Business Products Inc, Print Management, \$8.48, East Side Jersey Dairy Inc, Milk, \$39.24, Golden West Telecommunications, Communication Expense, \$153.58, Heartland Payment Systems LLC / Heartland School, POS/BOH Subscription, \$6,514.00, Menards Inc, Maintenance Supplies, \$79.98, PERFORMANCE FOODSERVICE, Groceries, \$531.98, Ramkota Hotel, Travel Lodging, \$3,479.44, THOMAS-PARSONS, TANYA, June/July Mileage, \$62.93, \$27,013.30, COMMUNITY EDUCATION/SERVICES, GRAPHIC EDGE, THE DBA GAME ONE, Shirts GBB Gym Rat Program, \$715.53, Grocott Ink & Thread, VB Camp Shirts, \$2,210.96, \$2,926.49, TOTAL GENERAL CHECKING, \$1,229,262.42, IMPREST CHECKING, GENERAL FUND, City Of Hartford, City Flatwork Permit, \$40.00, DCI, Fingerprinting, \$216.25, Johnson, Amy, Meal Allowance, \$196.00, MILES, MARK, Memorial, \$50.00, Petersen, Linda, Meal Allowance, \$18.00, Thompson, Delle, Memorial, \$50.00, United States Postal Service, Postage for Newsletter 2023, \$446.63, \$1,016.88, FOOD SERVICE FUND, Anderson-Krueger, Mary, FS Travel Meals, \$40.00, Bannwarth, Norma, FS Travel Meals, \$40.00, Beckman, Patricia, FS Travel Meals, \$74.00, BUEHNER, JAMIE, FS Travel Meals, \$40.00, Eastlick, Megan, FS Travel Meals, \$74.00, EGGERS, SHIRLEY, FS Travel Meals, \$40.00, HICKENBOTHAM, GINA, FS Travel Meals, \$40.00, Holtzman, Renei, FS Travel Meals, \$40.00, Horner, Kerri, FS Travel Meals, \$74.00, Pressler, Becky, FS Travel Meals, \$40.00, Simonson, Kim, FS Travel Meals, \$40.00, STACK, LORI, FS Travel Meals, \$40.00, TAYLOR, BONNIE, FS Travel Meals, \$40.00, THOMAS-PARSONS, TANYA, FS Travel Meals, \$74.00, Vockrodt, Rebecca, FS Travel Meals, \$40.00, \$736.00, TOTAL IMPREST CHECKING, \$1,752.88, PREPAIDS, GENERAL FUND, ABERDEEN LODGING GROUP, LLC DBA HAMPTON INN, STATE SOFTBALL LODGING, \$3,216.00, Dakota Snow Shaved Ice Creations, HAEL END OF YEAR, \$437.50, EURMAX CANOPY INC, HS BAND SUPPLIES, \$749.95, HEIER HARTFORD, INC, SUNSHINE FUND GIFTS, \$60.00, JIMMY JOHNS (BENSON 682 INC), SURPLUS SALE LUNCH, \$98.16, MAXWELL FOOD EQUIPMENT, INC., HS/MS FCS SUPPLIES, \$632.11, Nexstar Broadcasting Inc, JOB ADVERTISING, \$249.00, QDOBA, ADMIN RETREAT, \$182.00, RevTrak Inc, June Processing Fees, \$31.53, Sam's Direct Club, Water, \$11.94, Sunshine Foods, Instructional Supplies, \$6.49, United States Postal Service, Instructional Supplies, \$7.20, University of South Dakota, CHORAL DIRECTORS CONFERENCE, \$175.00, Wex Bank, FUEL, \$1,332.47, Wix.com, DISTRICT WEBSITE MONTHLY CHARGE, \$21.26, \$7,210.61, SPECIAL EDUCATION FUND, Hartford Pizza Ranch, HS SPED LIFE SKILLS, \$35.00, Wex Bank, FUEL, \$539.51, \$574.51, FOOD SERVICE FUND, Sam's Direct Club, FS SUPPLIES, \$11.95, Sunshine Foods, FS SUPPLIES, \$13.81, \$25.76, COMMUNITY EDUCATION/SERVICES, Sam's Direct Club, KINDERCAMP SUPPLIES, \$109.40, Wex Bank, FUEL, \$245.75, \$355.15, TOTAL PREPAIDS, \$8,166.03, TOTAL ALL CLAIMS, \$1,239,181.33.

- FINANCIAL REPORT JULY 2023:

General Fund, Beginning Balance, \$3,765,924, Receipts, \$849,216, Disbursements, Claims, -\$314,939, Payroll, -\$695,479, Other Adjustments, \$232, Ending Balance, \$3,604,954, Capital Outlay Fund, Beginning Balance, \$2,026,586, Receipts, \$43,826, Disbursements, Claims, -\$806,301, Ending Balance, \$1,264,111, Special Education Fund, Beginning Balance, \$337,785, Receipts, \$83,647, Disbursements, Claims, -\$24,164, Payroll, -\$113,574, Ending Balance, \$283,694, Debt Service Fund, Beginning Balance, \$533,565, Receipts, \$5,098, Disbursements, Claims, -\$739,775, Ending Balance, -\$201,111, Construction Fund, Beginning Balance, \$11,338,929, Receipts, \$9,769, Disbursements, Claims, -\$3,042, Ending Balance, \$11,345,657, Food Service Fund, Beginning Balance, \$694,260, Receipts, \$8,046, Disbursements, Claims, -\$7,346, Payroll, -\$11,491, Ending Balance, \$683,469, KARE Program Fund, Beginning and Ending Balance, \$171,635, Custodial Fund, Beginning Balance, \$143,463, Receipts, \$10,211, Disbursements, Claims, -\$17,696, Other Adjustments, -\$232, Ending Balance, \$135,745, Community Education Fund, Beginning Balance, \$32,536, Receipts, \$0, Disbursements, Claims, -\$355, Payroll, -\$21,784, Ending Balance, \$10,397, Total, Beginning Balance, \$19,044,684, Receipts, \$1,009,812, Disbursements, Claims, -\$1,913,619, Payroll, -\$842,328, Ending Balance, \$17,298,549.

- PERSONNEL ACTIONS:

Updated Contracts: Megan Evans, Special Education Teacher, \$50,250, Megan Evans, 9th Grade Volleyball Coach, \$2,280, Megan Evans, Signing Bonus, \$3,500, Makenna Macdonald, Grade 2 Teacher, \$51,250, Dylan Ljunggren, High School/Middle School Business Teacher, \$54,750, Dylan Ljunggren, Assistant Football Coach, \$3,120, Dylan Ljunggren, MS Head Boys Track Coach/HS Assistant Track Coach, \$3,120, Joan Peters, Grade 8 Language Arts Teacher a5 .50 Time (\$60.984 x .50), \$30,492. New Contracts: Amy Larson, High School Alternative Classroom Teacher, \$58,250, Amy Larson, Residential Alternative Setting Stipend, \$1,000. New Work Agreements: Chris Burke, Educational Assistant, \$18.00/hour, Wendy Lewis, Educational Assistant, \$18.00/hour, Holly Uberty, District Long-Term Substitute Teacher, \$306.94/day, Teresa Motlas, Food Service Worker, \$17.50/hour, Kathryn Davis, District Long-Term Substitute Teacher, \$293.06/day. Updated Work Agreements: Wendy Lewis, Educational Assistant, \$18.00/hour. Cocurricular Agreements: Karla Kyle, Destination Imagination Coordinator, \$10.80/hour for 102 hours, Megan Johnson, Assistant Volleyball Coach, \$2,960.00, Jason Brown, 8th Grade Football Coach, \$2,220.00, Seth Weidenbach, Middle School Assistant Football Coach, \$1,975.00, Daniel Wagner, Assistant Boys Soccer Coach, \$2,220.00. Resignations: Megan Johnson, 9th Grade Volleyball Coach, Immediately, Dylan Ljunggren, 8th Grade Football Coach, Immediately, Ben Olson, High School Alternative Classroom Teacher, Immediately, Ben Olson, Residential Alternative Setting Stipend, Immediately.

- SURPLUS PROPERTY: Apple TVs (2), MacBooks (72), Projector, PC Computers (4).
- CONTRACTS & AGREEMENTS: Avera Pace Agreement for Group Purchasing for \$0, Stockwell Agreement for Professional Services at hourly rates, Commitment and Memorandum of Understanding with the SD Department of Education for Andrea Spisak and Marsha Bultje to participate in the Teacher Pathway Program, SD Birth to Three District Agreement for 2023-2024, Indemnification Agreement with Eastern South Dakota Perkins Consortium, ATM Agreement with Wilson Investment Holding.

Public Input

None given.

Regular Business

Koch Hazard Architects gave an update on the Hartford Elementary addition/renovation project.

Action 24-014 Motion by Klinkhammer, second by Kayser to approve the updated ARP ESSER Plan. The plan can be found on the district website.

Action 24-015 Motion by Klinkhammer, second by Lanham to approve the unaudited 2022-2023 annual report as follows: General Fund, Beginning Fund Balance, \$3,838,900, Revenues, \$11,169,260, Transfers In, \$61,918, Expenditures, -\$11,631,283, Change in Fund Balance, -\$400,104, Ending Fund Balance, \$3,438,796, Capital Outlay Fund, Beginning Fund Balance, \$1,766,164, Revenues, \$15,404,251, Expenditures, -\$2,688,974, Transfers Out, -\$12,439,328, Change in Fund Balance, \$275,949, Ending Fund Balance, \$2,042,112, Special Education Fund, Beginning Fund Balance, \$458,178, Revenues, \$2,430,659, Expenditures, -\$2,600,404, Change in Fund Balance, -\$169,745, Ending Fund Balance, \$288,433, Debt Service Fund, Beginning Fund Balance, \$540,055, Revenues, \$758,658, Expenditures, -\$760,050, Change in Fund Balance, -\$1,392, Ending Fund Balance, \$538,664, Construction Fund, Beginning Fund Balance, \$0, Revenues, \$12,474,199, Expenditures, -\$1,138,312, Change in Fund Balance, \$11,335,887, Ending Fund Balance, \$11,335,887, Food Service Fund, Beginning Retained Earnings, \$808,872, Revenues, \$1,016,664, Expenses, -\$987,877, Change in Net Position, \$28,786, Ending Net Position, \$837,659, Enterprise Funds (KARE & Community Education), Beginning Retained Earnings, \$169,598, Revenues, \$87,175, Expenses, -\$58,533, Change in Net Position, \$28,642, Ending Net Position, \$198,240.

Action 24-016 Motion by Eich, second by Kayser to approve the Administrative Rule Waiver for ARSD 24:28:14:02 (3).

Action 24-017 Motion by Kayser, second by Lanham to approve the bus pickup request for the 2022-2023 school year from the Montrose School District.

First Reading of 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, KLB-E(1)-Public Complaints about the Curriculum or Instructional Materials-Request for Reconsideration of Instructional Materials.

Reports of the Administration

The administrators gave updates on district activities.

Reports of the School Board

None given.

Executive Session

Action 24-018 Motion by Eich, second by Lanham to enter into executive session for personnel matters per SDCL 1-25-2(1) at 6:18 p.m.

President McGillivray declared the executive session ended at 7:06 p.m.

Adjourn

Action 24-019 Motion by Eich, second by Lanham to adjourn the meeting at 7:07 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 \$_____.