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

**School Board Meeting Minutes**

**December 12, 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 December 12, 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, 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 6:00 p.m.

The meeting started with the Pledge of Allegiance.

**Adoption of the Agenda**

**Action 23-076** Motion by Kayser, second by Klinkhammer to adopt the agenda.

**Approval of the Minutes**

**Action 23-077** Motion by Lanham, second by Kayser to approve the meeting minutes from November 14 and 22, 2022 as published.

**Conflicts of Interest**

None were presented.

**Consent Agenda**

**Action 23-078** Motion by Eich, second by Klinkhammer to approve the consent agenda. The consent agenda addressed the following items:

* CLAIMS:

VENDOR, DESCRIPTION, AMOUNT, GENERAL CHECKING, GENERAL FUND, AD-Star Sales Inc, Board Member Plaque, $47.99, Amazon Business, HS Supplies, $1,198.75, ASCD, Membership Fees 2022-2023, $712.00, Barnes & Noble Booksellers Inc, Books, $370.76, Blick Art Material LLC, Art Supplies, $265.07, CC&F Retail Inc, Student Transit Diesel, $214.90, Century Business Products Inc, Print Management Contract, $3,045.33, City Of Hartford, Water & Sewer, $2,297.75, Coffee Cup Fuel Stops, Student Transit Diesel Fuel, $8,663.91, Comfort Inn And Suites, Travel Lodging, $102.50, Cressman Sanitation Inc, Garbage Services, $665.00, Culligan of Sioux Falls, Cleaning Supplies, $104.16, Dust-Tex Service Inc, Cleaning Supplies, $338.08, ELO CPAS & ADVISORS, Annual Audit, $9,674.14, Fred The Fixer Inc, Maintenance Supplies, $223.50, G & R Controls Inc, Building Repairs, $165.00, Golden West Telecommunications, Communication Expense, $1,507.73, Greatlife Golf & Fitness, Golf Course Rent, $2,420.00, Grocott Ink & Thread, Uniforms, $110.00, Hartford Ace Hardware, Transportation Supplies, $70.93, Hartford Building Center, Trade House Supplies, $2,752.29, Hauff Mid-America Sports Inc, Cocurricular Supplies, $1,129.10, Healthequity Inc, November Monthly Fees, $122.70, Heartland Natural Gas LLC, Natural Gas, $4,166.90, High Plains Technology Inc, Technology Services, $369.00, Hillyard Inc, Custodial Supplies, $2,501.01, HOLIDAY INN EXPRESS & SUITES, State Contest Hotel Rooms, $815.92, Innovative Office Solutions LLC, Office Supplies, $117.36, Interstate All Battery Center, Technology Repairs, $75.00, J.W. Pepper & Son Inc, Concert Music, $501.99, Kludt & Burns LLP, Churchill, Manolis, Freeman, , Legal Services, $1,447.16, Krier & Blain, Inc, Heating AC & Plumbing, Building Repairs, $2,829.89, MacDoctors, Technology Repairs, $3,224.00, MidAmerican Energy Company, Natual Gas, $1,126.40, Midwest Bus Parts Inc, Transportation Repair, $66.25, Napa Auto Parts Of Hartford, Maintenance Supplies, $375.12, New Century Press Inc, Publishing, $240.35, NOVAK SANITARY SERVICE/DAKOTA DATA SHRED, Garbage Services, $960.22, Popplers Music, Instrument Repairs, $381.50, RAMKOTA HOTEL, Travel Lodging, $77.00, Sanford Health Occcupational Medicine Clinic, Drug Test/DOT Exam, $100.00, Schaefers, Carrie , Mileage, $32.64, School Health Corporation, PE Supplies, $875.94, School Specialty LLC, Music Supplies, $114.95, Sioux Falls Rubber Stamp, Office Supplies, $47.80, Sioux Valley Energy , Electricity, $20,518.00, Stan Houston Equipment Company Inc, Maintenance Supplies, $1,131.40, Subway of Hartford, Meeting, $56.74, Sunshine Foods, Floral Arrangement, $697.82, Tammen Auto & Tire Inc, Student Transit Vehicle Maintenance, $1,988.67, Taylor Music Inc, Instrument Repair, $220.00, Town Of Humboldt, Water/Sewer/Natural Gas, $2,931.14, United Laboratories Inc, Custodial Supplies, $861.70, Verizon Wireless, Cellular Expenses, $346.59, West Central Athletic Boosters Club, Concession Revenue Sharing, $1,230.13, GENERAL FUND TOTAL, $86,630.18, CAPITAL OUTLAY FUND, APPLE INC. EDUCATION, iPad Keyboard Cases, $2,698.50, Baete-Forseth HVAC, HUEL HVAC, $3,459.94, Game One, HS BBB Uniform Order, $5,760.07, GIL Haugan Construction, Inc, HS Building Improvements, $66,635.53, Innovative Office Solutions LLC, Autism Room Furniture, $1,195.04, KOCH HAZARD ARCHITECTS, HS Building Improvements, $2,287.23, McCormick's Group LLC, Band Equipment, $17,120.97, Sweetwater Sound, Band Equipment, $1,911.46, Wells Fargo Vendor Financial Services LLC, Technology Lease, $1,750.84, CAPITAL OUTLAY FUND TOTAL, $102,819.58, SPECIAL EDUCATION FUND, Amazon Business, Autism Supplies, $725.92, AmericInn by Wyndham Fort Pierre, SPED Travel, $101.99, ASCD, Membership Fees 2022-2023, $89.00, Century Business Products Inc, Print Management Contract, $4.51, Children's Home Society of South Dakota, SPED Services, $16,135.49, Ellwein, Tracee , Mileage, $2,359.65, Golden West Telecommunications, Communication Expense, $167.67, Lifescape, Student Services, $9,141.50, MHS Inc, SPED Supplies, $522.32, NCS Pearson Inc, SPED Supplies, $212.00, SD Dept Of Human Services, SPED Services, $2,699.54, Sioux Falls Rubber Stamp, Office Supplies, $18.00, Teachwell Solutions, Speech Services, $14,674.93, Parent, Mileage, $367.20, Volunteers Of America - Dakotas, SPED Services, $923.10, Wheelchair Express Sioux Falls, SPED Services, $1,875.00, Wooters, Julie , OT Services, $5,073.00, SPECIAL EDUCATION FUND TOTAL, $55,090.82, CAPITAL PROJECTS FUND HAEL ADDITION, KOCH HAZARD ARCHITECTS, HAEL Building Improvements, $335,900.99, CAPITAL PROJECTS FUND HAEL ADDITION, $335,900.99, FOOD SERVICE FUND, Amazon Business, Food, $191.15, Bannwarth, Norma , Kitchen Supplies, $14.97, Cash- Wa Distributing, Food Service Supplies, $400.78, Century Business Products Inc, Print Management Contract, $11.12, Dacotah Paper Co, FS Disposable Paper Products, $3,292.64, East Side Jersey Dairy Inc, Milk, $5,338.11, Eastlick, Megan, Reimbursement, $74.98, Express Produce LLC, Produce, $1,640.65, Golden West Telecommunications, Communication Expense, $167.67, Pan-O-Gold Baking Co, Bread, $699.80, PERFORMANCE FOODSERVICE, Groceries, $36,150.48, Pressler, Becky , Reimbursement, $75.00, SHI International Corp, Office Supplies, $248.81, STYKE, MICHELLE , Meal Account Reimbursement, $14.10, THOMAS-PARSONS, TANYA , Mileage, $196.10, FOOD SERVICE FUND TOTAL, $48,516.36, TOTAL GENERAL CHECKING, $628,957.93, IMPREST CHECKING, GENERAL FUND, Canton School District 41-1, Boys Golf Regions Medals, $22.81, DAKOTA STATE UNIVERSITY DAKOTA INVITATIONAL, DSU ORAL INTERP TOURNEY, $257.00, DCI, Fingerprinting, $86.50, DUFFY, GARY, FOOTBALL PLAYOFF OFFICIAL, $141.20, Dykstra, Cherilyn , VB OFFICIAL PAY AND MILEAGE, $156.42, ENTRINGER, PETER, VARSITY FOOTBALL PLAYOFF GAME OFFICIAL, $134.36, FOSTER, TODD , VARSITY FOOTBALL PLAYOFF GAME OFFICIAL, $173.96, FRITZ, ADAM , VARSITY FOOTBALL PLAYOFF OFFICIAL, $134.36, GEBHART, ERVIN , VARSITY FOOTBALL PLAYOFF GAME OFFICIAL, $142.28, Hilsendeger, Thomas , SOCCER OFFICIAL ASSIGNOR, $297.00, Hoey, Daniel , Meal Per Diem, $60.00, KONO, JASON , 7th Grade GBB Official, $120.00, LEMKE, JAMES , Reimbursement, $70.00, Lennox School District 41-4, Cocurricular Registration, $436.47, Matthiesen, Keith , 7th Grade GBB Official, $120.00, McCook Central School District 43-7, Regions XC, $160.13, Payne, Ashley , Meal Per Diem, $40.00, Roosevelt High School, Roosevelt Oral Interp, $190.00, Schmidt, Kimberly , Student Oral Inter Per Diem, $380.00, Schumacher, Cindy , Meal Per Diem, $80.00, Schumack, Dawn , VB OFFICIAL, $135.00, SDCTM/SDSTA JPDC, PD CONFERENCE REGISTRATION, $140.00, SDSU BANDS, Elementary Festival Honor Choir Audition, $45.00, South Dakota Counseling Association, Membership, $105.00, South Dakota Department Of Public Safety, Wrestling Scale Certification, $84.00, South Dakota State University, Jazz Registration, $225.00, TJ HANTEN MEMORIAL FUND, Memorial, $50.00, Washington High School, Washington Oral Interp, $350.00, WASHINGTON PAVILION OF ARTS AND SCIENCE, 2nd Grade Field Trip, $760.00, GENERAL FUND TOTAL, , $5,096.49, SPECIAL EDUCATION FUND, West Central High School Sped, SPED Cash Fund, $75.00, SPECIAL EDUCATION FUND TOTAL, $75.00, IMPREST CHECKING TOTAL, $5,171.49, PREPAIDS, GENERAL FUND, American Choral Directors Association, ACDA REGISTRATION FEE, $15.00, Classkick, MIDDLE SCHOOL SUPPLIES, $156.00, Etsy, HUMBOLDT ELEMENTARY SUPPLIES, $27.23, National Association For Music Education, VOCAL SUPPLIES, $122.00, NORTHERN TOOL & EQUIPMENT INC, GROUNDS SUPPLIES, $103.97, Plank Road Publishing Inc, VOCAL SUPPLIES, $29.90, RevTrak Inc, Software Fee, $143.11, Sam's Direct Club, HUMBOLDT ELEMENTARY SUPPLIES, $778.38, Sunshine Foods, HAEL SUPPLIES - READING BOWL, $202.77, Teachers Pay Teachers, HS SUPPLIES, $55.69, U.S. Department of Transportation, CDL QUERIES - BACKGROUND CHECKS, $25.00, Walmart , HAEL SUPPLIES, $466.70, Wex Bank, FUEL, $1,886.77, WINDY CITY NOVELTIES, Band Supplies, $108.00, Wix.com, DISTRICT WEBSITE, $10.43, GENERAL FUND TOTAL, $4,130.95, SPECIAL EDUCATION FUND, Teachers Pay Teachers, SPED SUPPLIES, $59.00, TOBII DYNAVOX LLC, SPED SUPPLIES, $105.44, Wex Bank, FUEL, $905.89, SPECIAL EDUCATION FUND TOTAL, $1,070.33, FOOD SERVICE FUND, Dollar General , FOOD SERVICE SUPPLIES, $8.40, EMPIRE HY-VEE, FOOD SERVICE SUPPLIES, $49.53, School Nutrition Association, FOOD SERVICE CERTIFICATION, $33.00, Sunshine Foods, FOOD SERVICE SUPPLIES, $16.28, Walmart, FOOD SERVICE SUPPLIES, $50.64, FOOD SERVICE FUND TOTAL, $157.85, COMMUNITY EDUCATION/SERVICES FUND, United States Postal Service, RETURN COST - SHIPPING, $10.80, COMMUNITY EDUCATION/SERVICES FUND TOTAL, $10.80, TOTAL PREPAIDS, $5,369.93, TOTAL ALL CLAIMS, $639,499.35.

* FINANCIAL REPORT NOVEMBER 2022:

General Fund, Beginning Balance, $2,684,087, Receipts, $1,491,773, Disbursements, Claims, -$163,279, Payroll, -$777,145, Other Adjustments, -$290, Ending Balance, $3,235,145, Capital Outlay Fund, Beginning Balance, $291,311, Receipts, $814,238, Disbursements, Claims, -$180,531, Ending Balance, $925,018, Special Education Fund, Beginning Balance, $152,480, Receipts, $500,064, Disbursements, Claims, -$70,756, Payroll, -$172,398, Ending Balance, $409,389, Debt Service Fund, Beginning Balance, -$154,371, Receipts, $250,697, Disbursements, $0, Ending Balance, $96,327, Construction Fund, Beginning Balance, $9,338,087, Receipts, $3,247, Disbursements, Claims, -$16,800, Ending Balance, $9,324,534, Food Service Fund, Beginning Balance, $678,125, Receipts, $102,533, Disbursements, Claims, -$47,918, Payroll, -$48,840, Ending Balance, $683,901, KARE Program Fund, Beginning Balance, $171,635, Receipts, $0, Disbursements, $0, Ending Balance, $171,635, Custodial Fund, Beginning Balance, $172,432, Receipts, $51,756, Disbursements, Claims, -$44,203, Other Adjustments, $40, Ending Balance, $180,025, Community Education Fund, Beginning Balance, $2,928, Receipts, $25, Disbursements, Claims, -$43, Payroll, -$85, Ending Balance, $2,826, Total, Beginning Balance, $13,336,714, Receipts, $3,214,333, Disbursements, Claims, -$523,530, Payroll, -$998,469, Other Adjustments, -$250, Ending Balance, $15,028,799.

* PERSONNEL ACTIONS: Updated Contracts, James Kiley, High School Alternative Classroom Teacher, $56,646, Residential Alternative Setting Stipend, $1,000, MS Assistant Girls Basketball Coach, $2,250, MS Assistant Boys Basketball Coach, $2,250; Work Agreements, Marsha Bultje, Educational Assistant, $17.00/hour, Megan Eastlick, Food Service Manager, $19.00/hour; Resignations, Michelle Styke, Food Service Manager, effective 12/16/2022, Megan Eastlick, Food Service Worker, effective 11/25/2022.
* SURPLUS PROPERTY: Cricket, Keurig.
* CONTRACTS & AGREEMENTS: FCC Form 479 with the Schools and Libraries Universal Service.

**Public Input**

None given.

**Regular Business**

Superintendent Hoey gave an update on the Hartford Elementary addition/renovation project. An open house was held for staff to review the design.

The principals presented goals for improvement for the 2022-2023 academic year in the areas of reading, ELA, math, student behavior, and student attendance.

**Action 23-079** Motion by Klinkhammer, second by Lanham to approve the ESSER ARP & Continue to Learn Plans. No updates were made. The plans can be found on the district website.

Discussion was held on the possibility allocating funds to put the West Central logo on the Harford water tower. No motion was made for approval.

**Action 23-080** Motion by Klinkhammer, second by Eich to approve the contract/memorandum with the South Dakota Board of Regents for the objectives and payments associated with the school district’s participation in the Teacher Leadership Academy.

Second reading of Policy GCBAC – Leave Policy for Administrators

**Action 23-081** Motion by Klinkhammer, second by Lanham to approve Policy GCBAC – Leave Policy for Administrators with no recommended changes.

Second reading of Policy GCBCC – Tax Sheltered Annuity Program

**Action 23-082** Motion by Eich, second by Klinkhammer to approve Policy GCBCC – Tax Sheltered Annuity Program with no recommended changes.

Second reading of Policy GCBDB – Leave Policy for Coaches

**Action 23-083** Motion by Eich, second by Klinkhammer to approve Policy GCBDB – Leave Policy for Coaches with no recommended changes.

First Reading of Policies: GCBDD - Military Leave, GCD - Professional Staff Hiring, GBDB-Criminal Background Checks, GBDB-E-Criminal Background Checks (form), GCDB/GDDB - Employee Background Check, JFB-Education of Homeless Children.

**Reports of the Administration**

Superintendent Hoey and the building principals gave reports on student and building activities, website updates, and the ASBSD Legislative Action Network. Technology Director Christopher Waltner gave an update on technology projects.

**Reports of the School Board**

None given.

**Executive Session**

**Action 23-084** Motion by Kayser, second by Lanham to enter into executive session for personnel matters per SDCL 1-25-2(1) at 6:45 p.m.

President McGillivray declared the executive session ended at 8:04 p.m.

**Adjourn**

**Action 23-085** Motion by Eich, second by Lanham to adjourn the meeting at 8:05 p.m.

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