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

**School Board Meeting Minutes**

**April 12, 2021**

***Motions are carried and unanimously approved unless stated otherwise.***

The West Central School District #49-7 School Board convened in regular session at 6:30 p.m. on April 12, 2021 in the conference room of the District Administration Office in Hartford, SD. A Zoom videoconference link was provided and public input was taken via phone.

The following board members were present: Paula Hawks, Alison McGillivray, Alexia Klinkhammer, Justin Eich and Anna Johnson.

Also present: Superintendent Brad Berens, Principals: Melinda Jensen, Mark Rockafellow, Amy Johnson and Ashley Bahrenfuss, Technology Director Christopher Waltner, Special Services Director Michelle Becker, Curriculum Director Sarah Weber, Activities Director Andrea Johnson and Business Manager Krista Stuessi.

**Open Forum**

The administrators discussed the following: state testing, NWEA testing, spring concerts, prom, graduation, high school/middle school co-curricular activities, Title I parent meeting/update, and the ELA curriculum update. The board recognized Danny Eye, West Central Middle School and High School band teacher, who was awarded SD Outstanding Music Educator of the Year from the SDHSAA and NFHS.

**Call to Order**

President Hawks called the meeting to order at 6:53 p.m.

The meeting started with the Pledge of Allegiance.

**Adoption of the Agenda**

**Action 21-229** Motion by Klinkhammer, second by Johnson to adopt the agenda.

**Approve the Minutes**

**Action 21-230** Motion by Johnson, second by McGillivray to approve the meeting minutes from March 8, March 17, March 20, March 24, and March 30, 2021 as published.

**Conflicts of Interest**

Per SDCL 3-23-6 conflicts of interest are to be disclosed by school board members and administrative staff members. There were none presented.

**Consent Agenda**

**Action 21-231** Motion by Johnson, second by Eich to approve the consent agenda. The consent agenda addressed the following items:

* CLAIMS

VENDOR, DESCRIPTION, AMOUNT, GENERAL CHECKING, GENERAL FUND, A1 Electric Plumbing Heat & Air, HS Building Repair, $91.80, Amazon Business, FACS Kitchen Supplies, $1,203.66, ARS A Tecta American Company LLC, HS Auditorium Roof Repairs, $357.14, Association School Board of South Dakota, Registration Fee, $100.00, ATS LLC, Student Transit Repairs Maint, $4,545.33, Automatic Building Controls Inc, HS Building Supplies Clocks, $1,350.00, AVI Systems Inc, On Site Service Call, $ 337.50, Band Shoppe, Colorguard Supplies for Winter Guard, $880.70, Berens Bradley, Reimbursement, $253.63, BIO Corporation, MS Science Supplies, $137.77, Capital One Trade Credit, Shop Repair Items, $200.98, Carroll Institute, Drug Awareness Contract, $515.00, CC&F Retail Inc, Student Transit Diesel Fuel, $363.50, Century Business Products Inc, Monthly Printer Management Invoicing, $2,304.13, City Glass & Glazing Inc, K5 Main Entrance Tempered Glass Replaced, $261.06, City Of Hartford, Water & Sewer, $1,586.30, Coffee Cup Fuel Stops, Student Transit Diesel Fuel, $5,275.00, Cole Papers Inc, Scrubbing Machine Batteries, $1,166.71, Cressman Sanitation Inc, Garbage Services , $1,050.00, Culligan of Sioux Falls, K5 Water Softener Supplies, $202.40, Dakota Ed Consulting LLC, Consulting Fee, $5,370.96, Dakota Supply Group Inc, HS Maintenance Supplies, $363.60, DeHaven, Rod, Key Card Refund, $50.00, Dust-Tex Service Inc, Cleaning Service Custodial Supplies, $322.78, Eastern SD Science & Engineering Fair, Donation For Science Fair Participation, $25.00, Ford Sign Inc, HS Hallway Classroom Signs, $68.00, Fred The Fixer Inc, Locksmith, $4.00, G & R Controls Inc, MS/HS Checked & Cleared Alarms, $857.85, Gaspar Anne, Reimbursement, $3.60, Golden West Telecommunications, Communication Expense, $1,604.18, Grocott Ink & Thread, Maintenance Uniform, $19.00, Hartford Best Paint and Body LLC, Student Transit Repair / Maintenance, $418.85, Hartford Building Center, HS Building Trade House Supplies, $137.50, Hauff Mid-America Sports Inc, Track Supplies Indoor Shots, $200.00, Hillyard Inc, K2 Custodial Supplies, $1,906.83, Innovative Office Solutions LLC, Office Supplies, $19.20, Interstate All Battery Center, HS Electronic Device Repair, $86.70, J.W. Pepper & Son Inc, MS Band Concert Music, $449.99, Jarding Construction Inc, Grounds Service Snow Removal, $545.00, Jaspers Rebecca, Reimbursement, $67.20, Jostens Inc, HS Graduation Diplomas, $490.04, MacDoctors, HS Electronic Device Repair, $1,536.00, McCrossan Boys Ranch, HS Tuition Fee, $520.03, MidAmerican Energy Company, Gas Usage Charges, $6,469.03, Midwest Bus Parts Inc, Student Transit Repair Supplies, $393.60, Napa Auto Parts Of Hartford, Maintenance Supplies, $101.02, New Century Press Inc, Publication, $395.54, North Central Bus & Equipment Inc., Pupil Transit Repair / Maintenance, $163.31, Nothdurft Construction LLC, Grounds Service Snow Removal, $1,624.70, Orkin LLC, Building Pest Control Services, $296.33, Pitney Bowes Global Financial Services LLC, Postage & Leasing Fees, $118.40, Popplers Music, Instrument Repair, $46.00, Quam Berglin & Post P.C., Audit Services, $10,700.00, Rick Luke Elizabeth , Reimbursement, $12.60, Sanford Health Occupational Medicine Clinic, Transportation Professional Services, $199.00, Sanford Health Plan, FSA/HSA Participation Fees, $112.85, School Specialty LLC, K2 Student Incentive Material , $464.71, SDASBO, Registration Fee, $75.00, Seten Marty, Key Card Refund, $50.00, Shotwell Joel, Jazz Clinic Fee, $100.00, Sioux Valley Energy, Electric Bill, $20,977.00, Stuessi Krista, Meal Allowance, $54.00, Sunshine Foods, District Wide Food Purchases, $429.07, Sweetwater Sound, Grant Purchase, $552.00, Tammen Auto & Tire Inc, Student Transit Vehicle Maintenance, $436.63, Tessman Company, The , HS Agriculture Green House Supplies, $200.00, TK Elevator Corporation, Elevator Quarterly Maintenance Billing, $521.44, Town Of Humboldt, Water/Sewer/Natural Gas Usage, $4,103.77, Verizon Wireless, Cellular Expenses, $358.86, Walter Ryan, Reimbursement, $27.98, Weber Sarah, Reimbursement, $10.00, West Central Food Services, Reimbursement, $73.20, Wet RhinoLLC, Student Transportation Bus Washes, $560.00, GENERAL FUND, $86,874.96, CAPITAL OUTLAY FUND, A1 Electric Plumbing Heat & Air, Water Heaters (2) Project, $26,477.58, Associated Consulting Engineering Inc, K2 Replacement of 2 Boilers, $7,921.00, Demoulin Brothers & Company, HS Marching Band Uniforms, $57,345.52, Midwest Engineering LLC, Phase 3 Facade Project, $7,500.00, Wells Fargo Vendor Financial Services LLC, Technology Lease 5 Copiers, $1,750.84, CAPITAL OUTLAY FUND, $100,994.94, SPECIAL EDUCATION FUND, Amazon Business, Special Ed Supplies, $202.36, Apple Computer Inc, HS Sped Student Supply, $899.00, Autism Behavioral Consulting LLC, MS Speech Therapy, $680.00, Behavior Care Specialists Inc, MS Tuition 03/2021, $7,157.85, Century Business Products Inc, Monthly Printer Management Invoicing, $11.30, Children's Home Society of South Dakota, K5 Professional Services, $2,650.51, Ellwein Tracee, Physical Therapy Services, $1,078.00, Golden West Telecommunications, Communication Expense, $165.74, Lifescape, Tuition/Therapy Services, $24,727.00, SD Dept Of Human Services, Case Management Invoice Supplement, $4,358.08, Teachwell Solutions, Prosper Services, $11,850.00, Volunteers Of America - Dakotas, HS Tuition Fee, $1,522.72, Wooters Julie, Occupational Therapy Services, $6,019.00, SPECIAL EDUCATION FUND, $61,321.56, FOOD SERVICE FUND, Beckman Patricia, Refund, $44.70, Carlson & Stewart Refrigeration Inc, K2 Walk In Cooler Replaced Solenoid Coil, $1,041.29, Century Business Products Inc, Monthly Printer Management Invoicing, $12.70, Dacotah Paper Co, Covid 19 FS Disposable Paper Products, $906.63, East Side Jersey Dairy Inc, FS District Purchases, $5,118.52, Express Produce LLC, FS District Purchases, $920.22, Golden West Telecommunications, Communication Expense, $165.74, Grocott Ink & Thread, FS Work Shirts for Staff, $84.00, Pan-O-Gold Baking Co, FS District Purchases, $497.03, Reinhart Foodservice LLC, FS District Purchases, $24,871.40, Sunshine Foods, District Wide Food Purchases, $63.21, FOOD SERVICE FUND, $33,725.44, GENERAL CHECKING TOTAL, $282,916.90, IMPREST CHECKING, GENERAL FUND, Baltic School Dist 49-1, BBB Regions Gate, $1,316.00, Biershbach Alan, Wrestling Coordinator 1/9/21, $400.00, Block Productions, HS Musical Supplies, $260.00, DCI, Finger Printing/Background Check, $86.50, Eye Daniel, Meal Allowance, $80.00, Mehnert Naomi, Reimbursement, $6.22, Sechser George, Reimbursement, $8.00, South Dakota FCCLA Region 5, 2021 State Leadership Registration, $1,280.00, Subway of Hartford, Food Purchased Board Meeting 3/20/21, $69.98, West Central After Prom, Concession Sales, $4,050.03, GENERAL FUND, $7,556.73, SPECIAL EDUCATION FUND, West Central High School Sped, High School Sped Supplies, $52.13, SPECIAL EDUCATION FUND, $52.13, COMMUNITY EDUCATION/SERVICES, Tuch David, Meal Allowance, $54.00, COMMUNITY EDUCATION/SERVICES, $54.00, IMPREST CHECKING TOTAL $7,662.86, PREPAIDS, GENERAL FUND, American School Counselor Association, Professional Membership Fee, $69.00, Boom Learning, K5 1st Grade Supplemental Resources, $26.63, CC&F Retail Inc, K5 Conference Supplies, $12.32, Cornhusker International Trucks Inc, Student Transit Repair Supplies, $116.72, Eventbrite, Conference Registration, $140.00, MHSOFTWARE, District Website Calendar, $397.80, RevTrak Inc, Monthly Fees, $60.70, Sam's Direct Club, Office Supplies, $52.62, SD Association of College Career Centers, Virtual Teacher Career Fair, $125.00, Showmark Media LLC, HS Recognition Award Plaques, $148.50, Teachers Pay Teachers, K5 ELA Curriculum, $305.62, Wex Bank, Student Transit Fuel, $1,484.59, Wix.com, Website Building Platform, $10.43, GENERAL FUND, $2,949.93, SPECIAL EDUCATION FUND, Wex Bank, Student Transit Fuel, $490.65, SPECIAL EDUCATION FUND, $490.65, FOOD SERVICE FUND, Breadsmith, FS District Purchases, $21.00, Hy-Vee Accounts Receivable, FS District Purchases, $41.94, Walmart Community / RFCSLLC, FS District Purchases, $36.13, FOOD SERVICE FUND, $99.07, PREPAIDS TOTAL, $3,539.65, TOTAL ALL CLAIMS, $294,119.41.

* FINANCIAL REPORT

General Fund, Beginning Balance, $3,140,258.09, Receipts, Local Sources, $136,115.97, Intermediate Sources, $3,768.82, State Sources, $474,842.24, Federal Sources, $56,490.00, Disbursements, Claims, -$114,811.33, Payroll, -$707,899.07, Reclassifications, $5,508.33, Ending Balance, $2,994,273.05, Capital Outlay Fund, Beginning Balance, $1,437,970.68, Receipts, Local Sources, $80,301.69, Disbursements, Claims, -$499,265.18, Ending Balance, $1,019,007.19, Special Education Fund, Beginning Balance, $361,786.27, Receipts, Local Sources, $47,586.19, State Sources, $36,007.00, Federal Sources, $75,557.00, Disbursements, Claims, -$42,197.46, Payroll, -$137,390.22, Ending Balance, $341,348.78, Debt Service Fund, Beginning Balance, $131,446.17, Receipts, Local Sources, $26,180.23, Disbursements, $0.00, Ending Balance, $157,626.40, Food Service Fund, Beginning Balance, $348,639.32, Receipts, Local Sources, $9,927.90, Federal Sources, $69,991.91, Disbursements, Claims, -$32,294.37, Payroll, -$36,980.22, Ending Balance, $359,284.54, KARE Program Fund, Beginning Balance, $171,754.20, Receipts, $0.00, Disbursements, $0.00, Ending Balance, $171,754.20, Custodial Fund, Beginning Balance, $186,370.40, Receipts, Local Sources, $19,470.60, Disbursements, Claims, -$23,880.97, Reclassifications, -$5,758.33, Ending Balance, $176,201.70, Community Education Fund, Beginning Balance, $743.16, Receipts, $0.00, Disbursements, Claims, -$54.00, Reclassifications, $250.00, Ending Balance, $939.16, Total, Beginning Balance, $5,778,968.29, Receipts, Local Sources, $319,582.58, Intermediate Sources, $3,768.82, State Sources, $510,849.24, Federal Sources, $202,038.91, Disbursements, Claims, -$712,503.31, Payroll, -$882,269.51, Ending Balance, $5,220,435.02.

* PERSONNEL ACTIONS

Summer Work Agreements: Patricia Beckman, Summer Food Service Worker, $16.10/hour. Resignations: Mika Faulhaber, 2nd Grade Teacher, End of School Year; Austin Lopour, Distance Education Teacher, End of School Year; Heidi Freemark, COVID/School Nurse, End of School Year; Lana Main, High School Business/Computer Teacher, Educator’s Rising, End of School Year; Cassidy Hoff, SLPA/Educational Assistant, End of School Year; John Flint, 5ht Grade Teacher, 8th Grade Football Coach, End of School Year; Sarah Weber, Curriculum Director, End of School Year. Rescinded Resignation: Brandi Peterson, 7th Grade Volleyball Coach, Immediately. 2021-2022 Contract: Dylan Kor, Middle School Special Education Teacher, $44,500; Rachael Hakl, Kindergarten Teacher, $44,800; Crisse Meisenhelder, Kindergarten Teacher, $52,900; Keith Moe, Grade 5 Teacher, $43,500. 2021-2022 Updated Contract: Christopher Hernandez, High School Social Studies Teacher, $49,200, Head Football Coach, $4,980.

* CONTRACTS & AGREEMENTS

Scherling Photography, school portraits for fall 2021; SD Department of Education, Title III Part A Intent-to-Participate for 2021-2022 school year; Carroll Institute, 32 days of violence and substance abuse prevention work for 2021-2022 school year, $6,400.

* SURPLUS PROPERTY: miscellaneous food service kitchen items at Hartford Elementary, Humboldt Elementary and MS/HS, damaged or unused.

**Public Input on Regular Business**

Patrons of the district addressed the board concerning plans and procedures for graduation and prom and the use of face masks.

**Regular Business**

Superintendent Berens shared that a video will be available on the district’s website outlining the recommendations for English Language Arts curriculum adoption.

**Action 21-232** Motion by Klinkhammer, second by Eich to approve the Agreement with Heartland Natural Gas for natural gas for 705 E 2nd St and 303 E 2nd St in Hartford.

The Board discussed the community use of school facilities and asked that current policies be revised to waive fees for West Central student groups.

**Action 21-233** Motion by McGillivray, second by Johnson to approve 2021-2024 Negotiated Agreement.

**Action 21-234** Motion by Johnson, second by McGillivray to approve the 2021-2022 Personnel Handbook.

**Action 21-235** Motion by Klinkhammer, second by Eich to approve the repointing improvements bid award to Heinemann Restoration Inc. for $16,000.

**Action 21-236** Motion by Eich, second by Johnson to approve the asphalt patching improvements bid award to Asphalt Surfacing Co. for $40,827.70.

**Action 21-237** Motion by McGillivray, second by Klinkhammer to approve the facility use agreement with Power & Grace Gymnastics for $6,500 for school year 2021-2022, $6,500 for school year 2022-2023, and $7,000 for school year 2023-2024.

**Action 21-238** Motion by Eich, second by Johnson to cast the Board’s vote for ASBSD Board of Directors for Tom Farrrell.

**Action 21-239** Motion by Eich, second by Klinkhammer to approve the SDHSAA School Board Resolution for Membership for the 2021-2022 school year.

**Action 21-240** Motion by Eich, second by Klinkhammer to approve fiscal year 2020 annual audit report.

Second Reading of policies: DID – Inventories & Capital Assets, DIE – Audits, and DIF – Organizational Records & Communication.

**Action 21-241** Motion by Klinkhammer, second by Johnson to approve the changes to policies DID–Inventories & Capital Assets and DIE–Audits, and eliminate policy DIF–Organizational Records & Communication.

First Reading of Policy – DJ – Purchasing

Changes were recommended.

First Reading of Policy – DJBA – Incidental Accounts

No changes were recommended.

First Reading of Policy – DJC – Bidding

Recommendation to incorporate into Policy – DJ – Purchasing and eliminate this policy.

First Reading of Policy – DJF – Purchasing Procedures

Recommendation to incorporate into Policy – DJ – Purchasing and eliminate this policy.

**Reports of the Superintendent**

Superintendent Berens gave an update on the following:

* COVID cases have slightly increased. Staff and students were asked to remain vigilant to mitigation efforts.
* Big J’s in Humboldt is giving every school employee a gift card. Thank you to all businesses and groups who support the district.

**School Board**

The board discussed plans for graduation and prom. Superintendent Berens will review graduation plans.

**Executive Session**

**Action 21-242** Motion to enter into executive session for pricing/marketing and personnel matters per SDCL 1-25-2(5) and 1-25-2(1) at 7:56 p.m.

President Hawks declared the executive session ended at 9:11 p.m.

**Adjourn**

**Action 21-243** Motion by McGillivray, second by Klinkhammer to adjourn the meeting at 9:12 p.m.

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