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

**School Board Meeting Minutes**

**August 10, 2021**

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

The West Central School District #49-7 School Board convened in regular session at 6:00 p.m. on August 10, 2021 in the High School Auditorium in Hartford, SD.

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

Also present: Superintendent Daniel Hoey, Principals: Ashley Bahrenfuss, Amy Johnson, Mark Rockafellow, and Andrew Barron; Special Services Director Michelle Becker, Activities Director Andrea Johnson, Technology Director Chris Waltner, Curriculum Coordinator Carrie Schaefers, and Business Manager Krista Stuessi.

**Open Forum**

The administrators discussed the following: summer building cleaning/maintenance and upcoming staff in-service.

**Call to Order**

President McGillivray called the meeting to order at 6:08 p.m.

The meeting started with the Pledge of Allegiance.

**Adoption of the Agenda**

**Action 22-017** Motion by Klinkhammer, second by Eich to amend the agenda to move from the Consent Agenda to Regular Business: claim report, personnel actions, and open enrollment and add to Regular Business: 2021-2022 Activities Plan, Teachwell agreement for SLP services, and First Reading of Policy – JHCD-E Administration of Medications to Students. Aye: Klinkhammer, Eich, Kayser, and McGillivray. Absent: Hawks.

**Action 22-018** Motion by Klinkhammer, second by Eich to adopt the amended agenda. Aye: Klinkhammer, Eich, Kayser, and McGillivray. Absent: Hawks.

**Approve the Minutes**

**Action 22-019** Motion by Klinkhammer, second by Eich to approve the meeting minutes from July 12, 2021 with a correction to the board members present: remove Anna Johnson and add Amanda Kayser. Aye: Klinkhammer, Eich, Kayser, and McGillivray. Absent: Hawks.

**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 22-020** Motion by Eich, second by Klinkhammer to approve the consent agenda. The consent agenda addressed the following items:

* FINANCIAL REPORT: General Fund, Beginning Balance, $3,947,646.81, Receipts, Local Sources, $224,392.97, Intermediate Sources, $3,937.88, State Sources, $527,041.25, Federal Sources, $16,787.00, Disbursements, Claims, -$277,308.98, Payroll, -$618,830.93, Reclassifications, -$210.40, Ending Balance, $3,823,455.60, Capital Outlay Fund, Beginning Balance, $1,255,729.98, Receipts, Local Sources, $95,516.64, Disbursements, Claims, -$79,976.14, Reclassifications, -387,272.04, Ending Balance, $883,998.44, Special Education Fund, Beginning Balance, $606,092.06, Receipts, Local Sources, $24,177.72, State Sources, $32,046.00, Disbursements, Claims, -$39,125.30, Payroll, -$96,270.02, Ending Balance, $526,920.46, Debt Service Fund, Beginning Balance, $533,015.75, Receipts, Local Sources, $3,013.10, Disbursements, Reclassifications, -$689,050.00, Ending Balance, -$153,021.15, Food Service Fund, Beginning Balance, $404,353.13, Receipts, Local Sources, $908.85, Disbursements, Claims, -$6,209.08, Payroll, -$13,880.86, Ending Balance, $385,172.04, KARE Program Fund, Beginning Balance, $170,720.33, Ending Balance, $170,720.33, Custodial Fund, Beginning Balance, $142,406.86, Receipts, Local Sources, $12,839.92, Disbursements, Claims, -$5,513.08, Reclassifications, $210.40, Ending Balance, $149,944.10, Community Education Fund, Beginning Balance, $20,470.12, Receipts, Local Sources, $8,820.00, Disbursements, Claims, -$411.17, Payroll, -$20,022.18, Ending Balance, $8,856.77, Total, Beginning Balance, $7,080,435.04, Receipts, Local Sources, $369,669.20, Intermediate Sources, $3,937.88, State Sources, $559,087.25, Federal Sources, $16,787.00, Disbursements, Claims, -$408,543.75, Payroll, -$749,003.99, Reclassifications, -$1,076,322.04, Ending Balance, $5,796,046.59.
* SURPLUS PROPERTY: (2) Baritones, Damaged/Non-Repairable.

Aye: Klinkhammer, Eich, Kayser, and McGillivray. Absent: Hawks.

**Public Input on Regular Business**

Public input was taken.

Board member Hawks arrived.

**Public Hearing on Proposed 2021-2022 Budget**

The budget hearing was held for the 2021-2022 Proposed Budget in accordance with SDCL 13-11-02.

**Regular Business**

**Action 22-021** Motion by Klinkhammer, second by Eich to approve the following claims: VENDOR, DESCRIPTION, AMOUNT, GENERAL CHECKING, GENERAL FUND, A-1 Portable Toilets, Portable Toilet Rental, $232.00, A1 Electric Plumbing Heat & Air, HS/ Becker Center Bottle Filling Station, $7,821.36, Advertising Arts Inc, Vinyl Strip & Clip, $199.00, Amazon Business, HS Math Supplies, $4,672.17, Argus Leader Media, Argus Leader Annual Billing 7/21-6/22, $256.02, ARROWWOOD RESORT AT CEDAR SHORE, Travel Lodging, $349.35, ARS A Tecta American Company LLC, HS Admin Roof Repairs, $940.00, ATC Group Services, LLC, 3 - Year Reinspection, $825.00, Brandon Valley School Dist 49-2, Large School Group Fees 2021-2022, $1,341.75, Century Business Products Inc, Monthly Printer Management Invoicing, $183.72, Chuck Sutton Auctioneer & Land Broker, LLC, Trade House Auction, $3,825.00, Chuck Sutton Auctioneer Service, LLC, Trade House Advertising, $2,916.50, City Of Hartford, Water & Sewer, $4,390.93, Coffee Cup Fuel Stops, Student Transit Diesel Fuel, $430.01, Cressman Sanitation Inc, Garbage Services , $1,025.00, Custom Home Improvement Inc, MS Fix Floor Drains, $1,183.20, Diamond Vogel Paints, Field Paint, $1,082.00, FM Acoustical Tile Inc, HS Repairs, $566.40, Follett School Solutions Inc, HS Library Follett Renewal, $2,721.15, G & R Controls Inc, Checked & Cleared Alarms, $18,808.90, Gillespie Small Engine, Grounds Repair, $34.38, Golden West Telecommunications, Communication Expense, $1,541.22, Gopher Sport, District PE Equipment, $78.29, Hartford Ace Hardware, Custodian Supplies, $445.38, Hartford Best Paint and Body LLC, Student Transit Repair / Maintenance, $335.00, Hartford Building Center, HS Building Trade House Supplies, $481.56, Hawk Services Worldwide LLC, HS Prep & Recoat Gymnasium Floor, $4,705.00, High Plains Technology Inc, New Monitors, $5,565.15, High Point Networks LLC, Phone Handsets, $1,912.00, Hillyard Inc, Scrubber Repair, $33,424.13, Hoefert, Jennifer , Reimbursement, $59.98, Hoey, Daniel , SASD Membership, $674.00, Imagine Learning Inc, Annual Student License, $100.00, Innovative Office Solutions LLC, K2 Office/Classroom Supplies, $961.91, Interstate All Battery Center, Technology Supplies, $252.00, J.W. Pepper & Son Inc, HS Music Supplies, $68.24, Jostens Inc, Diploma for a Falls student, $12.11, Kiley Kay Coyne, Colorguard Choreography, $1,000.00, Kut & Kill Inc, Irrigation Repair, $560.00, Madison Daily Leader, WC Wire Newsletter 2021, $2,715.00, Marco Technologies LLC, Audio Enhancement Renewal, $6,832.35, Matthies, Barry , HS Footballs, $433.00, McCrossan Boys Ranch, July 2021 Tuition, $474.81, Mehnert, Naomi , Postage Reimbursement, $0.49, Menards Inc, District Supplies, $1,054.47, MidAmerican Energy Company, Gas Usage Charges, $452.44, Midwest Bus Parts Inc, Student Transit Repair Supplies, $746.71, Music In Motion, K5 Music Supplies, $127.38, Napa Auto Parts Of Hartford, Shop Supplies, $86.16, NCS Pearson Inc, DRA3 Training - Half Day Webinar K-2, $1,500.00, New Century Press Inc, 1 Year Subscription Minnehaha Messenger, $608.78, Nothdurft Construction LLC, Playground Mulch, $8,166.95, Nystrom-Voss, Marilyn , Gas Reimbursement, $15.19, Orkin LLC, Building Pest Control Services, $296.33, Pitney Bowes Global Financial Services LLC, Postage & Leasing Fees, $134.40, Pitney Bowes Reserve Account, The , Postage Meter - Purchase, $500.68, Pizza Ranch Hartford, Admin Working Lunch, $40.00, Plank Road Publishing Inc, K2 Music Magazine Subscription, $127.45, Ramkota Hotel, Travel Lodging, $484.95, Rochester 100 Inc, Elementary Communicator Folders, $1,020.50, Sam's Direct Club, Membership Fee, $133.13, SASD, Membership Fees 2021-2022, $358.00, Scholastic Inc, Upfront Magazines Renewal, $1,362.52, School Bus Inc, Membership Registration 21/22, $50.00, School Health Corporation, District PE Equipment, $2,121.20, School Specialty LLC, HS English Department Supplies, $646.15, Sioux Falls Rubber Stamp, K5 Office Supply, $164.35, Sisson Printing Inc, Trojan Tributes, $189.00, South Dakota Department of Labor and Regulation, Benefit Charges Quarter Ending 06/2021, $657.00, SOUTH DAKOTA UNITED SCHOOLS ASSOCIATION, Membership Dues, $450.00, Stan Houston Equipment Company Inc, Maintenance Supplies, $2,678.45, Steen, Jerry , Custodial Supplies, $64.99, Stuessi, Krista , New Bus Registration, $16.00, Supreme School Supply, HS Office Supplies, $159.14, Swiden Distributing Inc, Technology Supplies, $123.90, Tammen Auto & Tire Inc, Student Transit Vehicle Maintenance, $1,809.52, Taylor Music Inc, HS Band Percussion Equipment, $59.90, Teacher Store, The , MS 6 Exploratory Curriculum, $101.92, Teachers' Curriculum Institute, TCI Geography Alive, $289.00, Tickled Pink In Primary, K2 KDGT Subscription, $436.00, TMS Inc, Exacq - Annual Software Maintenance Lic., $672.00, Town Of Humboldt, Water / Sewer / Natural Gas Usage, $695.22, Valley Central Cooperative, Grounds Supplies, $81.90, Verizon Wireless, Cellular Expenses, $289.50, Wall Lake Oil, Maintenance Fuel, $645.13, Waltner, Christopher , Travel Reimbursement, $100.00, West Central General Fund, Activity Events Cash Change, $6,525.00, West Music Company Inc, K2 Music Curriculum, $25.80, GENERAL FUND, $152,702.57, CAPITAL OUTLAY FUND, Amazon Business, HS ACT Supplies, $1,155.35, APPLE INC. EDUCATION, 1:1 - New Devices & Sleeves, $229,013.60, Asphalt Surfacing Company, 2021 Asphalt Patching Additional Qty, $5,382.76, Associated Consulting Engineering Inc, K2 Replacement of 2 Boilers Proposed Fee, $422.40, Caert Inc, Subscription All Access Renewal, $1,800.00, CO-OP Architecture, Facility Study, $3,877.78, Formative , Formative Renewal, $2,809.00, High Plains Technology Inc, Eaton UPS - 5 Yr Battery Replacement, $10,365.00, Hillyard Inc, Building Supplies, $4,768.34, Infiinite Campus Inc, Annual License Fee, $2,744.00, KOCH HAZARD ARCHITECTS, Building Improvements, $8,680.50, Krier & Blain, Inc, Heating AC & Plumbing, HAEL Boiler Replacement, $64,000.00, Midwest Engineering LLC, Tuckpointing, $6,000.00, North Central Bus & Equipment Inc., 2022 Blue Bird All American T3FE 71 pass, $105,198.00, Taylor Music Inc, HS Band Instrument Purchase, $3,778.00, Turnitin LLC, Turnitin Subscription 7/4/2021-7/3/2022, $2,600.00, US Bank, Debt Service, $300,750.00, Vista Higher Learning Inc, World Language - HS, $28,749.81, Wells Fargo Vendor Financial Services LLC, Copier Lease, $1,750.84, CAPITAL OUTLAY FUND, $783,845.38, SPECIAL EDUCATION FUND, Amazon Business, HAEL Sped Supplies, $765.38, Autism Behavioral Consulting LLC, HS Speech Therapy, $160.00, Children's Home Society of South Dakota, SPED Services, $3,155.02, Ellwein, Tracee , Physical Therapy Mileage, $980.63, Golden West Telecommunications, Communication Expense, $156.08, Hinker, Katelyn , Mileage Reimbursement, $149.52, Lifescape, Tuition / Therapy Services, $22,507.25, NCS Pearson Inc, PSYCH Testing Material, $2,616.45, Ramkota Hotel And Conference Center, Travel Lodging, $154.00, Riverside Insights, K2 Special Education Test Material, $499.86, SD Dept Of Human Services, Case Management Invoice Supplement, $2,476.78, Super Duper Publications, K5 Speech Testing / Supplies, $873.39, Venenga, Michael & Natasha , Mileage Reimbursement, $270.48, Volunteers Of America - Dakotas, HS Tuition Fee, $924.21, Wheelchair Express Sioux Falls, Student Transit Carrier, $1,620.00, Wooters, Julie , Occupational Therapy Services, $702.00, SPECIAL EDUCATION FUND, $38,011.05, DEBT SERVICE FUND, US Bank, Administration Fees, $600.00, DEBT SERVICE FUND, $600.00, FOOD SERVICE FUND, Best Western Ramkota Hotel, FS Travel Lodging, $731.94, Bryant-Bleeker, Kahli, Meal Reimbursement, $20.00, Carlson & Stewart Refrigeration Inc, K5 Walk In Cooler Maintenance, $629.72, Century Business Products Inc, Monthly Printer Management Invoicing, $1.35, Dacotah Paper Co, FS Disposable Paper Products, $3,571.91, East Side Jersey Dairy Inc, Milk for Kare, $139.39, Golden West Telecommunications, Communication Expense, $156.08, Heartland Payment Systems LLC/Heartland School Sol , Software Subscription POS, Inventory, Ap, $5,975.00, Honke Kelly, Meal Reimbursement, $165.75, Reinhart Foodservice LLC, FS District Purchases, $7,980.66, Sunshine Foods, District Food Purchases, $133.02, West Central Food Services, Petty Cash Start Up Drawer 2021-2022, $175.00, FOOD SERVICE FUND, $19,679.82, COMMUNITY EDUCATION/SERVICES, Big Frog Custom T-Shirts & More, HS Football Camp T-Shirts, $1,726.90, Graphic Edge LLC, The , T-shirts for Summer Gym, $464.67, West Central Custodial Checking, 2021 VB Camp Receipts, $943.78, COMMUNITY EDUCATION/SERVICES, $3,135.35, GENERAL CHECKING TOTAL, $997,974.17, IMPREST CHECKING, GENERAL FUND, DCI, Finger Printing / Background Check, $129.75, HAKL, RACHAEL , Meal Reimbursement, $120.00, United States Postal Service, Postage Newsletter, $313.70, GENERAL FUND, $563.45, SPECIAL EDUCATION FUND, HOFLAND, JAMIE , Meal Reimbursement, $60.00, Payne, Ashley , Meal Reimbursement, $60.00, SPECIAL EDUCATION FUND, $120.00, FOOD SERVICE FUND, Lunde, Tracie & Lance , Lunch Money Refund, $80.65, Wittrock, Victoria , Meal Allowance, $40.00, FOOD SERVICE FUND, $120.65, IMPREST CHECKING TOTAL, $804.10, PREPAIDS TOTAL, GENERAL FUND, HOLIDAY INN HOTEL & CONVENTION CENTER, State Track Hotel, $302.45, Knox Company, Safety Lock Boxes, $1,268.00, Naeir, K-5 Art Supplies, $124.25, RevTrak Inc, Monthly Fees, $29.95, Sam's Direct Club, HS Storage Cabinets, $1,419.88, Wex Bank, Student Transit Fuel, $1,305.67, Wix.com, Monthly Fee, $10.43, GENERAL FUND, $4,460.63, SPECIAL EDUCATION FUND, USD Center For Disabilities, Registration Refund, -$250.00, Wex Bank, Student Transit Fuel, $212.53, SPECIAL EDUCATION FUND, -$37.47, FOOD SERVICE FUND, Eventbrite, Conference Registration, $150.00, Walmart, HAEL Kare, $57.08, FOOD SERVICE FUND, $207.08, COMMUNITY EDUCATION/SERVICES, Wex Bank, Student Transit Fuel, $411.17, COMMUNITY EDUCATION/SERVICES, $411.17, PREPAIDS TOTAL, $5,041.41, TOTAL ALL CLAIMS, $1,003,819.68.

**Action 22-022** Motion by Klinkhammer, second by Kayser to approve the following personnel actions: Updated Contracts: Joe Caffrey, Middle School Science Teacher, $56,206, Head Girls Basketball Coach, $5,400, Head Cross Country Coach, $3,600; Tyann Nieman, Speech Clinician, $58,500; Danny Eye, Instrumental Music Teacher, $56,360, Stage Band, Pep Band, and Program Events, $3,969, High School Musical Assistant at .50 Time, $772, Middle School Band Activities at .83 Time, $1,098; Jill Michaelson, Special Education Teacher, $45,500. New Contracts: Rebecca Harr, Grade 4 Teacher, $42,000; Kyla Swier, Special Education Teacher, $42,000; Eddie Burch, Special Education Teacher Long-Term Sub for 2021-22 School Year, $51,600; Eddie Burch, Technology Teacher, $51,600; Jessica Luhman, Speech Langague Pathologist (105 contract days), $37,328, Signing Bonus, $3,000. New Work Agreements Jeena Morris, Educational Assistant, $14.00/hour; New, Robb Pesola, Educational Assistant, $15.50/hour; Libby VanderGrift, Food Service General Worker, $14.00/hour; Shirley Eggers, Food Service General Worker, $14.00/hour; Laura Meland, Educational Assistant, $15.00/hour; Tracy Bahrenfuss, Educational Assistant, $15.00/hour. Returning Cocurricular Contracts: Chip Carda, Assistant Wrestling Coach, $3,120; Jamey Jenkins, Freshman Girls Basketball Coach, $2,250; Nicholas Grocott, Middle School Wrestling Coach, $2,740; Candice Nelson, Color Guard Director, $2,280. Resignations Effective Immediately: Bailey Durfee, Grade 4 Teacher, Cheer Coach, Liquidated Damages of $1,500 per Policy GCPB/GCP; Cindy Ward, Bus Driver/Food Service General Worker; Mandy Schipper, Educational Assistant; Samantha Mathis, Technology Teacher, Liquidated Damages of $1,500 per Policy GCPB/GCP; Kelley Eggebraaten, Educational Assistant; Nichole Gruber, Counselor; Jamie Hofland, Special Education Teacher, Liquidated Damages of $1,500 per Policy GCPB/GCP; Cierra Morris, Educational Assistant; Victoria Barrett, General Food Service Worker; Eddie Burch, Special Education Long-term Substitute.

**Action 22-023** Motion by Klinkhammer, second by Kayser to approve open enrollment application #22-19 to #22-31, and Intent to Return to Resident District application #22-03 to #22-06.

**Action 22-024** Motion by Klinkhammer, second by Hawks to approve the Continue to Learn and ARP ESSER plans. The plans can be found on the school district website, [www.westcentral49-7.com/covid](http://www.westcentral49-7.com/covid). Aye: Hawks, Eich, McGillivray and Klinkhammer. Nay: Kayser.

**Action 22-025** Motion by Hawks, second by Klinkhammer to approve 2021-2022 Activity Plan.

**Action 22-026** Motion by Klinkhammer, second by Hawks to amend the Personnel Handbook to increase the classified employee substitute rate from $12.00/hour to $13.50/hour.

**Action 22-027** Motion by Hawks, second by Eich to approve the following 2021-2022 Rates & Fees: Adult Lunch, $4.15; After School KARE, $44.50/week, Before School KARE, $19.00/week, Before & After School KARE, $62.50/week, KARE Enrollment Fee, $25.00.

**Action 22-028** Motion by Hawks, second by Klinkhammer to cast the District vote for SDHSAA West River At-Large Representative for Todd Palmer.

**Action 22-029** Motion by Hawks, second by Eich to approve the Membership Agreement for LTTW COOP of South Dakota Food Buying Group.

**Action 22-030** Motion by Hawks, second by Klinkhammer to approve the 2020-2021 annual financial report presented as follows: General Fund, Beginning Fund Balance, $2,989,954, Revenues, $11,105,810, Transfers In, $6,335, Expenditures, $(10,338,315), Ending Fund Balance, $3,763,783. Capital Outlay Fund, Beginning Fund Balance, $4,115,068 Revenues, $3,468,182, Expenditures, $(5,596,479), Transfer Outs, $(1,852), Ending Fund Balance, $1,984,920. Special Education Fund, Beginning Fund Balance, $648,848, Revenues, $2,110,668, Expenditures, $(2,166,868), Ending Fund Balance, $592,648. Debt Service Fund, Beginning Fund Balance, $506,084, Revenues, $5,369,519, Expenditures, $(5,339,574), Ending Fund Balance, $536,029. Food Service Fund, Beginning Retained Earnings, $445,493, Revenues, $871,505, Expenses, $(818,443), Ending Net Position, $498,555. Community Activities Fund, Beginning Retained Earnings, $170,859, Revenues, $46,208, Expenses, $(39,655), Ending Net Position, $177,412.

**Action 22-031** Motion by Hawks, second by Klinkhammer to approve the agreement with Teachwell Solutions for 77 days of speech language therapy during the 2021-2022 school year for $31,570.

Second Reading of the Student Code of Conduct

**Action 22-032** Motion by Klinkhammer, second by Eich to approve the Student Code of Conduct with recommended changes.

First Reading of Policy – JHCD-Administration of Medications to Students

Changes were recommended.

First Reading of Policy – JHCD-E Administration of Medications to Students

Changes were recommended.

First Reading of Policy – GBEC-Use of Alcohol, Drugs and Controlled Substances

Changes were recommended.

First Reading of Policy – JFCH-Alcohol and Other Drug Use by Students

Changes were recommended.

First Reading of Policy – JHCDE-Administration of Medical Cannabis to Qualifying Students (NEW)

Changes were recommended.

First Reading of Policy – JHCDE-E-Medical Cannabis Administration Plan (NEW)

Changes were recommended.

First Reading of Policy – [EBB - Accident Prevention and Safety Procedures](https://19606464-93bd-41a0-bbcc-74d5e913a71b.filesusr.com/ugd/cda18c_60163a2ed6944908abec953161ea93e9.pdf)

Changes were recommended.

First Reading of Policy – [EBC - Emergency Plans](https://19606464-93bd-41a0-bbcc-74d5e913a71b.filesusr.com/ugd/cda18c_274b201479844090840ee71b6fc929d8.pdf)

No changes were recommended.

First Reading of Policy – [EBCA - Bomb Threats](https://19606464-93bd-41a0-bbcc-74d5e913a71b.filesusr.com/ugd/cda18c_2976c38ef9784a14bddcd818a000c1a5.pdf)

Changes were recommended.

**Reports of the Superintendent**

Superintendent Hoey discussed the following: new teacher in-service, district-wide registration day, and junior kindergarten schedule.

**School Board**

Klinkhammer asked for an update on the facility study. Superintendent Hoey shared that the team is in the process of refining growth projections and developing priorities.

**Adjourn**

**Action 22-033** Motion by Klinkhammer, second by Eich to adjourn the meeting at 7:08 p.m.

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