**West Central School District No. 49-7**

**School Board Meeting Minutes**

**March 9, 2020**

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

The West Central School District No. 49-7 School Board convened in regular session at 5:30 p.m. on March 9, 2020 in the Board Room of the Administration Office in Hartford, South Dakota.

The following board members were present: Craig Habben, Paula Hawks, Amy Larson, Alison McGillivray and Alexia Klinkhammer.

Also present: Superintendent, Brad Berens; Principals: Matt Alley, Mark Rockafellow, Melinda Jensen and Ashley Bahrenfuss; Special Services Director, Michelle Becker; Curriculum Director, Sarah Weber; Technology Director, Chris Waltner and Business Manager, Krista Stuessi.

**Open Forum**

The district administrators discussed: kindergarten screening, academic testing, high school math and curriculum adoption, Title I transition from targeted to school-wide, building activities, and extra-curricular activities. Jesse Fonkert was awarded the Friend of Education award. Mrs. Gregg discussed the middle school students’ community project. Congratulations to Ashley Payne who received the West Central School District Teacher of the Year Award. Congratulations to the recipients of the West Central Education Foundation grant. Thank you to the Humboldt Elementary staff, West Central School Board, and West Central community for your support during the very difficult time when a beloved West Central student passed away.

**Call to Order**

President Habben called the meeting to order at 5:53 p.m.

The meeting started with the Pledge of Allegiance.

**Adoption of the Agenda**

**Action 20-147** Motion by Hawks, second by Larson to adopt the agenda.

**Consent Agenda**

**Action 20-148** Motion by Klinkhammer, second by Hawks to approve the consent agenda. The consent agenda addressed the following items:

* Claim Report

VENDOR, DESCRIPTION, AMOUNT, GENERAL CHECKING, GENERAL FUND, A1 ELECTRIC PLUMBING HEAT & AIR, Building Maintenance, $921.67, AMAZON BUSINESS, Student Transit Supplies, $133.71, ANDERSON PUBLICATIONS, INC., Recruitment Advertising, $192.00, ATS LLC, Maintenance Repair, $5,274.65, AUTOMOTIVE TIRE & SERVICE, Student Transit Repair Maintenance, $14,190.68, Benchmark Education Company, Curriculum Material, $51.59, BEST WESTERN RAMKOTA HOTEL, Travel Lodging, $365.97, BLUETARP CREDIT SERVICES, Maintenance Supplies, $128.78, BOB'S PIANO SERVICES, INC., Piano Maintenance, $220.00, BROOKINGS SCHOOL DISTRICT 5-1, Share/Loss Regional Wrestling Tournament, $109.58, CARROLL INSTITUTE, Drug Awareness Contract, $515.00, CARTRIDGE WORLD, Student Transit Supplies, $105.96, CC&F Retail, Inc., Student Transit Diesel Fuel, $852.71, Century Business Products, Inc.,, Monthly Printer Management Invoicing, $2,477.89, CHESTERMAN COMPANY, HS Supplies - Water, $32.00, CITY OF HARTFORD, Water & Sewer, $611.58, COFFEE CUP FUEL STOPS, Student Transit Diesel Fuel, $4,551.92, CRESSMAN SANITATION INC., Garbage Services, $930.00, CROSSROADS HOTEL, Travel Lodging, $351.96, CULLIGAN WATER, Water Softener Supplies, $182.50, DAKOTA RECOGNITION, INC., Graduation Supplies, $349.05, DAKOTA SUPPLY GROUP, INC., Maintenance Repair Parts, $29.66, DUST-TEX SERVICE, INC., Cleaning Service Custodial Supplies, $161.37, EYE DANIEL, Reimbursement, $55.86, FASTENAL COMPANY, Maintenance Supplies, $34.52, FRED THE FIXER, INC., Locksmith, $43.00, G & R CONTROLS, INC., Preventive Maint/HVAC Repairs, $1,146.65, G&H Distributing, Inc., Maintenance Supplies, $89.98, GOLDEN WEST TELECOMMUNICATIONS, Communication Expense, $1,626.37, GROCOTT INK & THREAD, Uniforms, $238.00, HARTFORD BUILDING CENTER, INC., HS Building Trade House Supplies, $669.02, HARTFORD'S BEST PAINT AND BODY LLC, Student Transit Repair, $1,110.60, HILLYARD, INC., Custodial Supplies, $671.44, INTERSTATE ALL BATTERY CENTER, Electronic Device Repair, $100.00, J.W. PEPPER & SON, INC., Sheet Music - Classroom Supplies, $611.98, JARDING CONSTRUCTION, INC., Grounds Snow Removal, $300.00, JASPERS REBECCA, Reimbursement, $94.08, JOSTENS, INC., Yearbook Deposit - Remaining 2020, $4,799.87, LYNN, JACKSON,SHULTZ & LEBRUN, P.C., Legal Services, $45.00, MACDOCTORS, Electronic Device Repair, $585.00, MATTHIES BARRY, Reimbursement, $42.57, MAXWELL FOOD EQUIPMENT, INC., K5 Maintenance, $160.90, McCrossan Boys Ranch, HS Tuition Fee, $429.59, MENARDS INC., Maintenance Supplies, $555.78, MIDAMERICAN ENERGY COMPANY, Gas Usage Charges, $5,668.34, Minnehaha County Treasurer, Property Taxes 2019 Street Maintenance, $1,940.80, New Century Press Inc., Recruit Placement Advertising, $469.82, NOTHDURFT CONSTRUCTION, LLC, Grounds Service Snow Removal, $1,671.20, ORKIN LLC, Building Pest Control Services, $296.33, PETTY CASH - ADMINISTRATION OFFICE, Postage Fees, $41.90, POPPLERS MUSIC, INC., Music Supplies, $150.50, QUAM & BERGLIN, P.C., Audit Services, $10,700.00, Right Turn Inc., The , NOCTI Online Exam Fees, $430.00, ROCKAFELLOW MARK , Reimbursement, $809.60, SANFORD HEALTH OCCUPATIONAL MEDICINE CLINIC, DOT Exam, $74.00, SANFORD HEALTH PLAN, FSA / HSA Participation Fees, $138.25, SIOUX VALLEY ENERGY, Electric Bill, $18,667.00, STAN HOUSTON EQUIPMENT COMPANY, INC., HS Building Trade Supplies, $1,144.00, Sunshine Foods, Food/Supplies Purchases, $183.60, TAMMEN AUTO & TIRE, INC., Student Transit Repair / Maintenance, $233.05, TIME MANAGEMENT SYSTEMS, INC, Monthly Overage Fee 02/2020, $32.50, TOWN OF HUMBOLDT, Water / Sewer / Natural Gas Usage, $3,504.02, United Laboratories, Inc., Custodial Supplies, $301.20, VERIZON WIRELESS, Cellular Expenses, $104.66, GENERAL FUND, , $92,711.21, CAPITAL OUTLAY FUND, WELLS FARGO VENDOR FINANCIAL SERVICES, LLC, Technology Lease 6 Copiers, $291.74, CAPITAL OUTLAY FUND, $291.74, SPECIAL EDUCATION FUND, Behavior Care Specialists, Inc, Special Education Professional Services, $1,471.72, Century Business Products, Inc.,, Monthly Printer Management Invoicing, $17.04, ELLWEIN TRACEE , Physical Therapy Services, $1,290.03, GOLDEN WEST TELECOMMUNICATIONS, Communication Expense, $170.58, LIFESCAPE, Tuition / Therapy Services, $26,317.75, NCS PEARSON, INC., Clinical Assessment Forms, $120.50, SOUTHEAST AREA COOPERATIVE, Medicaid Billing, $1,041.30, TEACHWELL SOLUTIONS, Academy Tuition, $3,381.92, PARENT, Reimbursement Mileage , $35.28, WEST CENTRAL FOOD SERVICE, Reimbursement , $23.65, WHEELCHAIR EXPRESS SIOUX FALLS, Student Transit Carrier, $1,350.00, WOOTERS JULIE , Occupational Therapy Services, $4,017.00, SPECIAL EDUCATION FUND, $39,236.77, FOOD SERVICE FUND, A1 ELECTRIC PLUMBING HEAT & AIR, Building Maintenance, $153.00, Century Business Products, Inc.,, Monthly Printer Management Invoicing, $2.32, Child & Adult Nutrition Services, Food Service Purchase, $39.40, DACOTAH PAPER CO., Food Service Disposable, $322.88, EXPRESS PRODUCE, LLC, Food Service Purchases, $899.17, GODSCHALK DAVID & DANIELLE, Lunch Money Refund, $3.15, GOLDEN WEST TELECOMMUNICATIONS, Communication Expense, $170.58, HILAND DAIRY FOODS COMPANY, LLC, Food Service Purchases, $5,085.22, HOBART SALES & SERVICE, Food Service Equipment Repair, $414.98, HY-VEE ACCOUNTS RECEIVABLE, Food Service Special Diets, $323.04, PAN-O-GOLD BAKING CO., Food Service Purchases, $686.62, REINHART FOODSERVICE, LLC, Food Service Purchases, $20,022.85, Sunshine Foods, Food/Supplies Purchases, $39.15, FOOD SERVICE FUND, , $28,162.36 , DEBT SERVICE FUND, US BANK, Interest Limited Tax Certificates, $5,850.00, DEBT SERVICE FUND, $5,850.00, GENERAL CHECKING TOTAL, $166,252.08, IMPREST CHECKING, GENERAL FUND, BERANEK DAVID, Basketball Official, $225.00, Brandon Valley Middle School, Entry Fee Celebration of Music Festival, $90.00, BROOKINGS SCHOOL DISTRICT 5-1, Entry Fee, $125.00, COLEMAN BRAD, Basketball Official, $167.64, DUBS JAMI, Meal Allowance, $52.00, EGGERS THOMAS, Basketball Official, $234.24, ENTRINGER PETER, Basketball Official, $150.00, EYE DANIEL, Meal Allowance, $58.00, GERRY BRIAN, Basketball Official, $75.00, HANSON CODY, Basketball Official, $95.00, IDEKER MICHAEL, State Wrestling Coaches Meals, $234.00, PETERSEN BRANDI, Meal Allowance, $105.00, PIERSON DONALD, Basketball Official, $95.00, PILKER DAWN, Meal Allowance, $52.00, PODHRADSKY HAROLD, Basketball Official, $190.00, SCHEPEL STEVE, Basketball Official, $150.00, SODAK TRACK CLINIC, Registration Fee, $150.00, WERNING JAYME, Reimbursement, $60.00, WEST CENTRAL T & A, Reimbursement, $150.00, WHETHAM BRIAN, Basketball Official, $174.36, YANKTON SCHOOL DISTRICT 63-3, Entry Fee, $125.00, GENERAL FUND, $2,757.24, SPECIAL EDUCATION FUND, USD CENTER FOR DISABILITIES, Registration Fee, $450.00, SPECIAL EDUCATION FUND, $450.00, COMMUNITY EDUCATION/SERVICES, DINGES-DIMICK AMORY, Community ED - Piano Teacher, $498.75, SOUTH DAKOTA DRIVER EDUCATION ASSOCIATION, Membership Fees, $125.00, COMMUNITY EDUCATION/SERVICES, $623.75, IMPREST CHECKING TOTAL, $3,830.99, PREPAIDS, GENERAL FUND, AMAZON.COM, Fiscal Office Supplies, $819.28, Bilingualdictionaries.com, ELL Supplies, $57.80, Dakotah Lodge, Travel Lodging, $90.00, UNIVERSITY OF SOUTH DAKOTA, Registration Fees, $90.00, WALMART, COMMUNITY/RFCSLLC, Classroom / Custodial Supplies, $410.78, WEX BANK, Student Transit Fuel, $693.61, GENERAL FUND, $2,161.47, CAPITAL OUTLAY FUND, AMAZON.COM, Screen Protectors, $417.62, Teachers Pay Teachers, Classroom Curriculum, $226.34, CAPITAL OUTLAY FUND, $643.96, SPECIAL EDUCATION FUND, WALMART COMMUNITY/RFCSLLC, Classroom / Custodial Supplies, $9.97, WEX BANK, Student Transit Fuel, $296.40, SPECIAL EDUCATION FUND, $306.37, PREPAIDS TOTAL, $3,111.80, TOTAL ALL CLAIMS, $173,194.87.

* Financial Report – February 2020

General Fund, Beginning Balance, $1,722,506.00, Receipts, Local Sources, $44,586.37, Intermediate Sources, $3,235.56, State Sources, $580,936.17, Disbursements, Claims, -$103,561.75, Payroll, -$683,512.68, Interfund Loans, $331,670.00, Ending Balance, $1,895,859.67, Capital Outlay Fund, Beginning Balance, $581,541.00, Receipts, Local Sources, $19,044.44, Disbursements, Claims, -$54,614.89, Ending Balance, $545,970.55, Special Education Fund, Beginning Balance, $445,204.00, Receipts, Local Sources, $19,345.49, State Sources, $43,669.00, Disbursements, Claims, -$34,845.44, Payroll, -$130,972.72, Ending Balance, $342,400.33, Pension Fund, Beginning Balance, $331,670.00, Receipts, $0.00, Disbursements, Interfund Transfer, -$331,670.00, Ending Balance, $0.00, Debt Service Fund, Beginning Balance, $134,607.00, Receipts, Local Sources, $6,884.14, Disbursements, $0.00, Ending Balance, $141,491.14, Food Service Fund, Beginning Balance, $342,390.00, Receipts, Local Sources, $62,976.87, Federal Sources, $20,771.21, Disbursements, Claims, -$37,709.33, Payroll, -$35,923.34, Ending Balance, $352,505.41, KARE Program Fund, Beginning Balance, $171,445.00, Receipts, Disbursements, Ending Balance, $171,445.00, Trust & Agency Fund, Beginning Balance, $199,520.00, Receipts, Local Sources, $26,687.70, Disbursements, Claims, -$19,014.41, Ending Balance, $207,193.29, Community Education Fund, Beginning Balance, $3,155.00, Receipts, Local Sources, $300.00, Disbursements, Claims, -$623.41, Payroll, -$503.93, Ending Balance, $2,327.66, Total Beginning Balance, $3,932,038.00, Receipts, Local Sources, $179,825.01, Intermediate Sources, $3,235.56, State Sources, $624,605.17, Federal Sources, $20,771.21, Disbursements, Claims, -$250,369.23, Payroll, -$850,912.67, Ending Balance, $3,659,193.05, Total, Beginning Balance, $3,932,038.00, Receipts, Local Sources, $179,825.01, Intermediate Sources, $3,235.56, State Sources, $624,605.17, Federal Sources, $20,771.21, Disbursements, Claims, -$250,369.23, Payroll, -$850,912.67, Ending Balance, $3,659,193.05.

* Payroll Report – February 2020

GENERAL FUND, Elementary Instruction - Hartford, $81,655.42, Elementary Instruction - Humboldt, $90,386.10, Middle School Instruction, $91,329.86, Secondary Instruction, $111,976.36, Gifted Education, $2,519.16, English Language Learner, $1,185.04, Title I, $29,941.31, Alternative School, $11,361.13, Guidance Services, $18,868.10, Health Services, $3,750.81, Improvement of Instruction - Curriculum Development, $3,379.08, Computer Integrationist, $4,336.81, In-service/Workshops/Grants, $621.96, Ed Media Services, $14,865.30, Technology Services, $14,928.12, Office of the Superintendent, $15,798.70, Office of the Principals, $51,702.44, Office of the Activities Director, $9,504.54, Sequel Administration, $386.40, Extended Learning, $51.15, Fiscal Services, $19,832.01, Custodial Services, $39,953.95, Security Services, $43.06, Maintenance Services, $9,116.86, Pupil Transportation, $26,640.12, Male Co-curricular Activities, $10,054.76, Female Co-curricular Activities, $7,407.71, Co-curricular Transportation, $3,537.27, Combined Male/Female Co-curr Act, $8,137.89, Group Insurance Premium Pre-Payment/(Credit), $241.26, Total General Fund, $683,512.68, SPECIAL EDUCATION FUND, Special Education Instructional Services, $96,764.12, Psychology Services, $5,076.04, Speech Therapy Services, $15,150.08, Special Education Administration, $9,198.72, Special Education Transportation, $4,783.76, Total Special Education, $130,972.72, FOOD SERVICE FUND, Food Service Salaries, $35,923.34, Total Food Service Fund, $35,923.34, COMMUNITY ACTIVITIES FUND, Community Education Program Salaries, $503.93, Total Community Activities Fund, $503.93, GRAND TOTAL, $850,912.67.

* Personnel Actions

Retirements: Kathy O’Hara, Elementary Title Teacher, Effective Last Day of School May 2020, Todd Wolles, Middle School Teacher, Effective Last Day of School May 2020, Joan Peters, Middle School Teacher, Effective Last Day of School May 2020. Resignations: Erica Smothers, Elementary Teacher, Effective Last Day of School May 2020, Olivia Lefers, Middle School Teacher, Effective Last Day of School May 2020, Sara Jost, Community Education Director, Effective June 30, 2020
Pending Suitable Replacement. Work Agreements: Kelley Eggebraaten, Special Education Educational Assistant, $15.00/hour, Effective March 16, 2020.

* Surplus Property

Refrigerator at Harford Elementary.

**Approve the Minutes**

**Action 20-149** Motion by Larson, second by McGillivray to approve the minutes from the meetings held on February 11, 2020 and February 24, 2020 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.

**Public input on regular business**

There was no input on regular business.

**Regular Business**

**Action 20-150** Motion by Hawks, second by Larson to approve the Fiscal Year 2019 Audit Report as presented.

**Action 20-151** Motion by Hawks, second by McGillivray to approve the following resolution:

**RESOLUTION NO. 2020-03**

**RESOLUTION AUTHORIZING THE EXECUTION, TERMS, ISSUANCE, SALE AND PAYMENT OF GENERAL OBLIGATION REFUNDING BONDS, SERIES 2020 IN THE AGGREGATE PRINCIPAL AMOUNT OF NOT TO EXCEED FIVE MILLION ONE HUNDRED SIXTY-FIVE THOUSAND DOLLARS ($5,165,000) OF THE WEST CENTRAL SCHOOL DISTRICT 49-7 OF MINNEHAHA AND MCCOOK COUNTIES, SOUTH DAKOTA AND APPROVAL OF THE HEALTH AND EDUCATIONAL FACILITIES AUTHORITY IN STATE AID PLEDGE AGREEMENT.**

WHEREAS, the West Central School District 49-7 is authorized by the provisions of SDCL §§ 6-8B-30 through 6-8B-52 to issue general obligation refunding bonds to refund and refinance validly issued outstanding general obligation refunding bonds of the School District; and

WHEREAS, the School Board has determined that refunding certain bonds of the School District will reduce the debt service costs to the School District and its taxpayers; and

WHEREAS, the School Board has determined that it is necessary and in the best interest of the School District to issue General Obligation Refunding Bonds, Series 2020 of the School District for the purpose of providing funds to refund General Obligation Refunding Bonds, Series 2015.

WHEREAS, the School Board has determined that it is necessary and in the best interest of the School District to participate in the Pledged State Aid Program authorized under SDCL §13-19-27 and SDCL §13-16A-97 administered by the South Dakota Health and Educational Facilities Authority and to pledge the School District’s right to receive state aid to education to secure payment of such Bonds.

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Craig Habben, School Board President

A copy of the resolution in its entirety is on file in the business manager’s office and is open to public inspection.

**Action 20-152** Motion by Klinkhammer, second by Larson to retain D.A. Davidson & Co., per the terms of their engagement letter dated March 4, 2020, as underwriter for refunding the West Central School District’s Series 2015 G.O. Refunding Bonds dated August 13, 2015, so long as the District can attain minimum gross savings (after delivery date expenses) of not less than $160,000.00 and to authorize the Board President and Business Manager to sign said engagement letter on behalf of the District.

The school board members appointed representatives to attend local equalization meetings within the district.

**Action 20-153** Motion by McGillivray, second by Hawks toapprove the bid from Mid-Continental Restoration Company for façade improvements for $16,680.

Superintendent Berens informed the board that per state ruling a piece of property that is in the Lennox School District, but has been remitting taxes to the West Central School District, will now start remitting taxes to the Lennox School District.

**Action 20-154** Motion by Larson, second by McGillivray to allow the City of Humboldt to construct a water line through Humboldt Elementary School property.

Superintendent Berens presented information on a potential facility study. A proposal for a study of enrollment projections based upon current and future development is being requested and will be brought to the board for consideration at a later time.

**Action 20-155** Motion by Hawks, second by Klinkhammer to discontinue the dance extra-curricular program due to lack of student participation starting in the 2020-2021 school year.

**Action 20-156** Motion by Klinkhammer, second by Larson to approve the purchase of wrestling mats in fiscal year 2021 for $21,950, with a $4,000 contribution from the West Central Athletic Boosters and a $2,950 contribution from the Wrestling Club.

**Action 20-157** Motion by Hawks, second by McGillivray toapprove the early retirement applications from Todd Wolles, Kathy O’Hara and Joan Peters.

Second reading of school policy – [BD - School Board Meetings](https://docs.wixstatic.com/ugd/cda18c_d82b827c13bc4322a3a5056f824a815c.pdf)

**Action 20-158** Motion by Larson, second by McGillivray to approve school policy – [BD - School Board Meetings](https://docs.wixstatic.com/ugd/cda18c_d82b827c13bc4322a3a5056f824a815c.pdf).

Second reading of school policy – [BDA - Electronic Communication by Board Members](https://docs.wixstatic.com/ugd/cda18c_e50fe32dd6ef4844b258058b379c2a00.pdf)

**Action 20-159** Motion by Klinkhammer, second by Hawks to approve school policy – [BDA - Electronic Communication by Board Members](https://docs.wixstatic.com/ugd/cda18c_e50fe32dd6ef4844b258058b379c2a00.pdf).

Second reading of school policy – [BDC - Executive Sessions](https://docs.wixstatic.com/ugd/cda18c_482f6c55c5c94ceb815623df70c9638e.pdf)

**Action 20-160** Motion by Hawks, second by McGillivray to approve school policy – [BDC - Executive Sessions](https://docs.wixstatic.com/ugd/cda18c_482f6c55c5c94ceb815623df70c9638e.pdf).

First reading of school policy – [BDDB - Agenda Format](https://docs.wixstatic.com/ugd/cda18c_9c21f89c17ff42eaa244fc3369c1a6cc.pdf).

First reading of school policy – [BDDC - Agenda-Related Supplemental Information](https://docs.wixstatic.com/ugd/cda18c_273b537aa5e04c8b8fbc77b3a41de4e3.pdf)

First reading of school policy – [BDDD - Quorum](https://docs.wixstatic.com/ugd/cda18c_aa4d7e1765a4425b9df002bd6aec0c73.pdf)

**Reports of the Superintendent**

Superintendent Berens gave an update on the following:

* District’s strategic plan.
* FAQ document from the Learning Advancement Committee.
* Academic Interventionist position.
* Legislative session.

**School Board**

The school board members brought up the following:

* Klinkhammer asked to attend the ASBSD Negotiations Workshop.
* Hawks was asked by a parent to have the board consider allowing participation in athletics to count towards PE credits.
* Larson reported that East Dakota Education Cooperative continues to move forward with the possibility of a new building and they would like a West Central community member to serve on East Dakota Foundation Board for the project.

**Action 20-161** Motion by Hawks, second by McGillivray to enter into executive session for employee negotiations as per SDCL 1-25-2 (4) at 7:10 p.m.

President Habben declared executive session ended at 8:25 p.m.

**Action 20-162** Motion by Hawks, second by McGillivray to enter into executive session for student matters as per SDCL 1-25-2 (2) at 8:26 p.m.

President Habben declared executive session ended at 8:32 p.m.

**Action 20-163** Motion by Larson, second by McGillivray to revoke home school applications #20-18 and #20-19.

**Action 20-164** Motion by Hawks, second by Larson to enter into executive session for personnel matters as per SDCL 1-25-2 (1) at 8:33 p.m.

President Habben declared executive session ended at 10:58 p.m.

**Action 20-165** Motion by Hawks, second by McGillivray to adjourn the meeting at 10:59 p.m.

Approved this \_\_\_\_\_\_\_\_\_day of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_2020

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Craig Habben, School Board President

Attest:

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Krista Stuessi, Business Manager

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