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

**School Board Meeting Minutes**

**November 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 6:30 p.m. on November 9, 2020 in the Auditorium of the West Central High School in Hartford, SD. A Zoom videoconference link was provided.

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; Athletic Director, Andrea Johnson and Business Manager, Krista Stuessi.

**Open Forum**

The administrators discussed the following: the West Central Girls Soccer team was congratulated for their state championship title and players and coaches were recognized for all the efforts on and off the field, building activities, virtual conferences in October, Veteran’s Day celebrations, Really Great Reading curriculum training, high school activity updates, curriculum updates, audio enhancement project update, early childhood screening, Title I annual meeting and thank you to all staff for their willingness to be flexible during the current environment.

**Call to Order**

President Hawks called the meeting to order at 7:07 p.m.

The meeting started with the Pledge of Allegiance

**Adoption of the Agenda**

**Action 21-119** Motion by Klinkhammer, second by McGillivray to amend the agenda to add to regular business an agreement with Teachwell Solutions for speech language pathologist assistant supervision and to correct regular business second reading of listed policies to be Policy DE – Revenues from Tax Sources, Policy DFA – Revenues from Investments, and Policy DG – Depository of Funds.

**Action 21-120** Motion by Klinkhammer, second by Eich to adopt the amended agenda.

**Approve the Minutes**

**Action 21-121** Motion by Klinkhammer, second by Johnson to approve the minutes from the meetings held on October 12, 2020 and November 1, 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.

**Consent Agenda**

**Action 21-122** Motion by McGillivray, second by Klinkhammer to approve the consent agenda. The consent agenda addresses the following items:

* Claims

VENDOR, DESCRIPTION, AMOUNT, GENERAL CHECKING, GENERAL FUND, 2080 Media Inc, School Access Plan, $3,000.00, A-1 Portable Toilets, Portable Toilet Rental, $747.00, A1 Electric Plumbing Heat & Air, District Wide Maintenance, $8,078.93, Alcester-Hudson School District 61-1, Registration Fee, $75.00, Alexander Pearl, Reimbursement, $50.00, Amazon Business, HS Supplies - Computer Stand, $797.18, ARS, A Tecta American Company LLC, K5 Roof Repair, $318.88, Association School Board of SD, New School Board Course Session, $25.00, ATS LLC, Student Transit Repair / Maintenance, $16,610.42, Automatic Building Controls Inc, K2 Service on Fire Alarm System, $1,109.19, Best Western Ramkota Rapid City, Travel Lodging, $268.00, Border States Industries Inc, District Wide Light Bulbs, $782.75, Borns Kari, Key Card Refund, $50.00, Brookings School District 5-1 , Entry Fee, $30.00, CC&F Retail Inc, Student Transit Diesel Fuel, $316.89, CDW Government LLC, Technology Supplies, $1,428.08, Century Business Products Inc, Monthly Printer Management Invoicing, $1,902.52, Chesterman Company, HS Office Supply Water, $323.94, City Glass & Glazing Inc, MS Tempered Glass Installed, $321.49, City Of Hartford, Water & Sewer, $332.33, Coffee Cup Fuel Stops, Student Transit Diesel Fuel, $3,523.98, Core-Mark Midcontinent Inc, Concession Order, $669.26, Council on College Admission In South Dakota, Registration Fee, $40.00, Cressman Sanitation Inc, Garbage Services, $1,025.00, Culligan Water, K5 Water Softener Supplies, $80.00, Dakota Supply Group Inc, District Wide Repair Supplies, $546.96, Diamond Vogel Paints, Field Paint, $1,579.82, Dust-Tex Service Inc, Cleaning Service Custodial Supplies, $322.74, Einstein's Costume & Prop Rental, HS Drama Costume Rental for "Clue", $315.00, Engraver's Edge , Engraving, $11.00, G & R Controls Inc, K5 Boiler Maintenance, $6,435.72, Golden West Telecommunications, Communication Expense, $1,652.00, Hartford Area Chamber of Commerce, NON - Profit Dues, $50.00, Hartford Best Paint and Body LLC, Student Transit Repair / Maintenance, $167.50, Hartford Building Center Inc, HS Building Trade House Supplies, $1,074.96, Hauff Mid-America Sports Inc, Soccer HT Soccer Transfers, $160.00, Henry Schein Inc , Co- Curricular Activity Supplies, $74.51, Hillyard Inc, Covid 19 HS / MS Sanitizers, $5,921.79, Hilsendeger Thomas, Soccer Referee Services, $154.00, Imagine Learning Inc, Covid 19 ELL Instructional Software, $100.00, Infinite Campus Inc, Premium Products Licensing & Support, $2,740.00, Ingalls Ashley, Key Card Refund, $50.00, Innovative Office Solutions LLC, Fiscal Office Stationery Supplies, $92.36, Interstate All Battery Center, MS Electronic Repair, $95.00, J.W. Pepper & Son Inc, MS Band Classroom Curriculum, $60.99, Johnson Andrea, Reimbursement, $39.22, Jostens Inc, NHS Lamp of Knowledge Pins, $55.00, Kurtz Susan, Consulting Services 10/2020, $45.00, McCrossan Boys Ranch, HS Tuition Fee, $474.81, Menards Inc, Maintenance Supplies, $305.28, MidAmerican Energy Company, Gas Usage Charges, $2,487.15, Mimeo Inc, Covid 19 K5 Distance Learning Expense, $290.00, Napa Auto Parts Of Hartford, Grounds Maintenance Supplies, $814.87, New Century Press Inc, Request For Bid, $490.60, Oakleaf Auto Inc, Grounds Maintenance, $45.00, Orkin LLC, Building Pest Control Services, $296.33, Overhead Door Company Of Sioux Falls Inc, Student Transit Bus Garage Repair, $153.06, Pfeifer Implement Company Inc, Grounds Maintenance, $649.10, Pheasantland Industries, Football Helmet Decals, $597.60, Pride Neon Inc, Electronic Message Board Serviced, $518.50, Rockafellow Mark, Technology Reimbursement, $350.00, Sanford Health Plan, FSA / HSA Participation Fees, $124.40, Sanford Patient Financial Services, Transportation Professional Services , $100.00, Scholastic Inc Magazine, MS Classroom Set of Module 2 Books, $219.42, School Health Corporation, K5 Freight Charges, $12.95, School Specialty Inc, K5 1@2 Classroom Supplies, $239.82, Sioux Falls Christian School, Registration Fee, $254.98, Sioux Valley Energy , Electric Bill, $27,013.00, Software Unlimited Inc, Training Session, $199.00, South Dakota Department of Labor and Regulation, Benefit Charges 3rd Quarter 2020, $2,136.48, Studenski Emily, Financial Aid Information Night, $50.00, Sunshine Foods, District FS Purchases, $249.89, Tammen Auto & Tire Inc, Student Transit Vehicle Maintenance, $488.08, Taylor Music Inc, HS Band Cymbals, $585.00, Tea Area School Dist 41-5, SDHSAA Region 2A Golf Tournament, $152.78, Teachwell Solutions, Coop Membership, $53,754.00, Tessman Company, Grounds Supplies, $2,273.00, Town Of Humboldt, Water / Sewer / Natural Gas Usage, $2,035.97, University Of Oregon, SWIS Annual License Renewal, $700.00, Vantek Communications, Student Transit Radio Repair, $580.15, Verizon Wireless, Cellular Expenses, $356.29, Wall Lake Oil, Maintenance Fuel, $373.09, West Central T&A, State Soccer Meal Reimbursement, $1,081.00, GENERAL FUND, $164,101.01, CAPITAL OUTLAY FUND, Custom Home Improvement Inc, HS Boy's Bathroom Partitions Changed, $1,285.20, High Plains Technology Inc, Ruckus Cloud Controller, $46.00, Hillyard Inc, HS Custodial Supplies Backpack Vacuum, $3,970.36, Learning A-Z LLC, Covid 19 Curriculum Purchase, $4,988.25, Really Great Reading Company LLC, Covid 19 Curriculum Purchase, $29,947.50, Voyager Sopris Learning Inc, Covid 19 Curriculum Purchase, $3,500.00, Wells Fargo Vendor Financial Services LLC, Technology Lease 5 Copiers, $1,750.84, CAPITAL OUTLAY FUND, $45,488.15, SPECIAL EDUCATION FUND, Behavior Care Specialists, Inc, MS Tuition 10/2020, $6,817.00, Century Business Products Inc, Monthly Printer Management Invoicing, $10.18, Ellwein Tracee, Physical Therapy Services, $3,358.45, Golden West Telecommunications, Communication Expense, $173.44, Lifescape, Tuition / Therapy Services, $28,122.50, NCS Pearson Inc, Assessment Protocols, $848.45, Riverside Insights, K2 EC BDI-II Record Forms, $104.48, Robertson O&M LLC, Student Mobility Assessment, $60.00, SD Dept of Human Services, HS Tuition Fee, $2,164.25, Teachwell Solutions, Career Development, $50,264.00, Parents , Reimbursement, $188.58, Volunteers Of America - Dakotas, HS Tuition Fee, $761.36, Williams Prasek Beth , Psychologist Substitute, $2,296.40, Wooters Julie, Occupational Therapy Services, $8,528.00, SPECIAL EDUCATION FUND, $103,697.09,FOOD SERVICE FUND, Amazon Business, FS Supplies, $131.94, Bannwarth Norma, Reimbursement, $54.99, Carlson & Stewart Refrigeration, Inc., K5 FS Walk IN Freezer Repair, $590.45, Century Business Products Inc, Monthly Printer Management Invoicing, $7.76, Corner Kayla, Reimbursement, $75.00, Dacotah Paper Co, FS, Disposable Paper Products, $974.78, East Side Jersey Dairy Inc, FS District Purchases, $4,992.62, Express Produce LLC, FS District Purchases, $235.00, Golden West Telecommunications, Communication Expense, $173.44, Hartford Building Center Inc, District Wide Maintenance Supplies, $5.98, Horner Kerri, Reimbursement FS Apparel, $69.21, Hy-Vee Accounts Receivable, FS K2 Special Diets, $196.67, McCann Jennifer, Lunch Money Refund, $132.17, McNamara Emily, Lunch Money Refund, $38.05, Pan-O-Gold Baking Co, FS District Purchases, $572.90, Reinhart Foodservice LLC, FS District Purchases, $19,900.25, Sunshine Foods, District FS Purchases, $5.39, Wittrock Victoria , Reimbursement, $18.23, FOOD SERVICE FUND, $28,174.83, GENERAL CHECKING TOTAL, $341,461.08, IMPREST CHECKING, GENERAL FUND, Anderson Greg, State Soccer Meal Allowance 10/16/20, $60.00, Benning James, Football Official, $194.72, Bohl Pat, State CC Meal Allowance, $74.00, Bosch Randi, Volleyball Official, $125.00, DCI, Finger Printing / Background Check, $86.50, Dement Danielle, Soccer Official, $60.00, Dockendorf Tim, Football Official, $125.00, Evans Matthew, State Soccer Meal Allowance 10/16/20, $60.00, Falor Craig , Football Official, $125.00, Fick Shawn, Soccer Official, $65.20, Fiegen Edward, Football Official, $174.56, Frederiksen Joseph, Football Official, $125.00, Fuller John, State Soccer Meal Allowance 10/16/20, $60.00, Gee Jered, Soccer Official, $125.00, Green Vincent, Volleyball Official, $139.28, Habben Craig, Volleyball Official, $225.00, Hilsendeger Joseph, Soccer Official, $160.00, Holtzman Renei, PPE Reimbursement, $50.00, Hunsley David, Football Official, $125.00, Jakowicz Jurek , Soccer Official, $110.00, Johnson Andrea, State CC Meal Allowance, $74.00, Keppen Nancy, Volleyball Official, $135.08, Materese James, Football Official, $125.00, Matthiesen Keith, Football Official, $270.00, Mausbach Laura, Volleyball Official, $320.00, Morehouse Jeff, Football Official , $125.00, Muth Joseph, Football Official , $95.00, Oberg Alan, Volleyball Official, $125.00, Podhradsky Harold, Soccer Official, $115.12, Schade Nicholas, Soccer Official, $90.66, Schmidt Matthew, Football Official, $125.00, SDACTE, SDACTE FACS Membership Fees, $160.00, Terrones Danielle, Volleyball Official, $145.16, Thompson Laurie, Volleyball Official, $134.24, Tuch David , State CC Meal Allowance, $74.00, Van Hofwegen Travis , Football Official, $125.00, West Central After Prom, Concession Proceeds, $1,443.90, West Central Athletic Boosters, Concession Proceeds, $2,945.68, Whitsell Brad, Volleyball Official, $125.00, GENERAL FUND, $9,022.10, IMPREST CHECKING TOTAL , $9,022.10, PREPAIDS, GENERAL FUND, Amazon.com, Fiscal Office Supplies File Folders, $906.24, Classkick, MS Online Math Workbook, $96.00, Hank's Specialties, HS Repair, $330.95, MakerBot Industries LLC, HS Industrial Class Supplies, $148.56, Party Land, Float Supplies, $3.98, Sam's Direct Club, Covid 19 Purchase Fiscal Office, $31.96, Smore, Float Supplies, $79.00, Sunshine Foods, MS Facs Supplies, $142.12, Teachers Pay Teachers, K2 Cycles for Phonology Toolkit, $167.24, United States Postal Service, K2 Postage Stamps Purchased, $33.00, Wex Bank, Student Transit Fuel, $684.10, Zoom Video Communications Inc., Covid 19 Purchase Board Meeting, $207.66, ZShield, Covid 19 Purchase HS Library, $29.28, GENERAL FUND, , $2,860.09, SPECIAL EDUCATION FUND, Wex Bank, Student Transit Fuel, $360.76, SPECIAL EDUCATION FUND, $360.76, FOOD SERVICE FUND, Walmart Community / RFCSLLC, FS Special Diets, $257.40, FOOD SERVICE FUND, $257.40, PREPAIDS TOTAL, $3,478.25, TOTAL All CLAIMS, $353,961.43.

* Financial Report

General Fund, Beginning Balance, $2,881,403.69, Receipts, Local Sources, $72,653.69, Intermediate Sources, $3,738.87, State Sources, $489,468.17, Disbursements, Claims, -$155,760.05, Payroll, -$694,731.93, Reclassifications, $108.96, Ending Balance, $2,596,881.40, Capital Outlay Fund, Beginning Balance, $787,776.54, Receipts, Local Sources, $36,232.53, Disbursements, Claims, -$95,426.06, Ending Balance, $728,583.01, Special Education Fund, Beginning Balance, $564,121.07, Receipts, Local Sources, $20,032.94, State Sources, $43,135.00, Disbursements, Claims, -$37,929.71, Payroll, -$140,206.50, Ending Balance, $449,152.80, Debt Service Fund, Beginning Balance, $521,204.62, Receipts, Local Sources, $14,379.93, Disbursements, $0.00, Ending Balance, $535,584.55, Food Service Fund, Beginning Balance, $324,795.34, Receipts, Local Sources, $43,361.51, Disbursements, Claims, -$36,072.97, Payroll, -$37,880.94, Ending Balance, $294,202.94, KARE Program Fund, Beginning Balance, $172,146.65, Receipts, $0.00, Disbursements, Claims, -$137.70, Ending Balance, $172,008.95, Custodial Fund, Beginning Balance, $170,327.55, Receipts, Local Sources, $31,368.05, Disbursements, Claims, -$16,122.84, Reclassifications, -$108.96, Interfund Loans, -$108.96, Ending Balance, $185,463.80, Community Education Fund, Beginning Balance, $868.16, Receipts, $0.00, Disbursements, $0.00, Ending Balance, $868.16, Total, Beginning Balance, $5,422,643.62, Receipts, Local Sources, $218,028.65, Intermediate Sources, $3,738.87, State Sources, $532,603.17, Disbursements, Claims, -$341,449.33, Payroll, -$872,819.37, Ending Balance, $4,962,745.61.

* Personnel Actions: New Work Agreement: Katharyn Robinson, Custodian, $15.00/hour.

**Public Input on Regular Business**

There was no input.

**Regular Business**

The building principals gave an update on NWEA data results for math, reading and language in grades kindergarten through eleven.

Superintendent Berens gave an update on the 2020-2021 Starting Well Plan. There were no recommended changes to the plan. A Temporary Virtual Learning Plan was presented. The Temporary Virtual Learning Plan will be shared with parents and staff and available on the website. The board discussed meeting weekly on Mondays at 6:30 p.m. to discuss the current climate. Weekly Monday meetings will continue until the next regularly scheduled meeting on December 14, 2020.

Business Manager Stuessi gave an update on Fiscal Year 2021 finances.

**Action 21-123** Motion by Eich, second by Johnson to accept the financial update.

**Action 21-124** Motion by Eich, second by Klinkhammer to approve the DENR grant application for a type D bus.

Second Reading of Policy DE – Revenues from Tax Sources

**Action 21-125** Motion by Klinkhammer, second by Johnson to eliminate Policy DE – Revenues from Tax Sources

Second Reading of Policy DFA – Revenues from Investments

**Action 21-126** Motion by Eich, second by Johnson to eliminate Policy DFA – Revenues from Investments.

Second Reading of Policy DG – Depository of Funds

**Action 21-127** Motion by Johnson, second by McGillivray to eliminate Policy DG – Depository of Funds.

First Reading of Policy DGA – Authorized Signatures

No recommended changes.

First Reading of Policy DGD – Credit Card Use Policy

Recommended changes.

First Reading of Policy DGD-E – Credit Card Issuance Agreement

No recommended changes.

**Action 21-128** Motion by Klinkhammer, second by Eich to approve the agreement with Teachwell Solutions for speech language pathologist supervision for $400/day.

**Reports of the Superintendent**

Superintendent Berens gave an update on the following:

* School mask supplies were recently supplemented by the state, but when those masks are gone, the district will be out of masks. Community donations are welcome.
* Strategic plan update.
* Large school group position paper.

**School Board**

No discussion.

**Action 21-129** Motion by Eich, second by McGillivray to enter into executive session for personnel matters per SDCL 1-25-2 (1) at 9:31 p.m.

President Hawks declared the executive session ended at 9:58 p.m.

**Action 21-130** Motion by McGillivray, second by Johnson to adjourn the meeting at 9:59 p.m.

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