

SCHOOL BOARD MINUTES

Regular Meeting Garretson School District #49-4 6:00 p.m. September 11, 2023

Present: Board President Shannon Nordstrom, Board Vice President Andy Hulscher, Board Member Tana Clark, Board Member Wyatt Compton, Board Member Jodi Gloe, Superintendent Guy Johnson, & Business Manager Jacob Schweitzer. Others present: Elementary Principal Katie Hoekman, MS/HS Principal Chris McGregor, Jacki Liester, Garrick Moritz, Kathi Nolz, & Sherri Schoenfish.

At 6:01 p.m., the Board convened in the Library for its regular meeting of the Garretson School Board. All votes are unanimous, unless specifically noted in the minutes.

President Nordstrom led the Pledge of Allegiance and welcomed guests and visitors.

President Nordstrom called for any additions or corrections to the Board agenda. There were no additions or corrections presented.

There were no comments made during the Open Forum portion of the meeting.

Action 24-023: Motion by Gloe, second by Hulscher, to approve the agenda as presented. Motion carried.

Action 24-024: Motion by Hulscher, second by Clark, to approve the following consent agenda items as presented. Approval of July 17, 2023 regular board meeting minutes, approval of August 14, 2023 regular board meeting minutes, approval of August 29, 2023 special board meeting minutes, approval of payments for August 2023 claims, approval of the financial statements for August 2023, approval of August 2023 payroll, and approval of lane changes for Kelsey Buchholz (Masters +30, \$55,023) and Lauren Stoterau (Masters, \$51,912). Motion carried.

GARRETSON SCHOOL DISTRICT #49-4
CLAIMS PAID SEPTEMBER 11, 2023

GENERAL FUND

A-1 PUMPING & EXCAVATING, INC., PUMPING OF GREASE TRAP IN KITCHEN, \$222.50; A-OX WELDING SUPPLY CO., INC., AG. CYLINDER RENTALS, \$61.75; ALL AROUND WELDING, MISCELLANEOUS MAINTENANCE/REPAIRS, \$1,075.00; ALLIANCE COMMUNICATIONS, SEPTEMBER 2023 INTERNET & PHONE SERVICES, \$751.00; AMERICAN SCHOOL COUNSELOR ASSOCIATION, COUNSELOR MEMBERSHIPS, \$387.00; AREA II SUPERINTENDENTS, 2023-2024 DUES, \$175.00; ASSOCIATED SCHOOL BOARDS OF SOUTH DAKOTA, CONVENTION REGISTRATION/SCHOOL BOARD TRAINING, \$1,487.00; BRANDON ACE HARDWARE, MAINTENANCE SUPPLIES, \$14.99; BRIDGEWATER-EMERY SCHOOL DISTRICT #30-3, 2023 REGION 3B GOLF EXPENSES, \$282.16; CAROLINA BIOLOGICAL SUPPLY CO., HIGH SCHOOL SCIENCE CLASS MATERIAL/SUPPLIES, \$2,230.44; CARROLL INSTITUTE, SEPTEMBER 2023 CONTRACT, \$768.00; CITY OF GARRETSON, GAS/SEWER/WATER, \$860.78; CLIMATE SYSTEMS, INC., SYSTEM 1 MAINTENANCE/REPAIRS, \$480.00; CORNBELT CONFERENCE, 2023 FOOTBALL DUES, \$150.00; CULLIGAN WATER, PURIFIED SALT, \$50.00; DAKOTA DATA SHRED, FILE SHREDDING, \$85.12; ED VOTEK, HIGH SCHOOL SCIENCE CLASS SUPPLIES, \$1,992.00; ELO CPA'S & ADVISORS, FISCAL YEAR 2022 AUDIT SERVICES, \$7,950.00; GARRETSON FOOD CENTER, BOARD TRAINING SNACKS/IN-SERVICE BREAKFAST, \$141.45; GARRETSON SCHOOL DISTRICT CUSTODIAL ACCOUNT, AUGUST 2023 IMPREST ACCOUNT REIMBURSEMENT, \$12,870.80; GLENN, MEGAN, SOCCER OFFICIAL- 9/5/2023; \$92.44;

GUARANTEE ROOFING & SHEET METAL OF SOUTH DAKOTA, KITCHEN AREA ROOF REPAIRS, \$422.14; HAUFF MID-AMERICA SPORTS, GOLF BAGS/SPORTS EQUIPMENT & SUPPLIES, \$2,754.00; HEALTHEQUITY, HEALTH SAVINGS ACCOUNT CONTRIBUTIONS/FEES, \$254.00; HILLYARD, CLEANING/MAINTENANCE SUPPLIES, \$1,330.05; HOLMES MURPHY & ASSOCIATES, LLC, FISCAL YEAR 2024 BUSINESS MANAGER BOND, \$350.00; HORACE MANN, JULY 2023 ADMIN. FEES/AUGUST 2023 PAYROLL ACH'S/FEES, \$531.13; HOUGHTON MIFFLIN COMPANY, MIDDLE SCHOOL SCIENCE LAB SUPPLIES, \$919.42; HOVDESTAD, NICOLE, SOCCER OFFICIAL- 9/5/2023, \$97.92; INNOVATIVE OFFICE SOLUTIONS, LLC, CLASS & OFFICE SUPPLIES, \$176.57; INTELLIPRO SECURITY, LLC, CENTRAL STATION ALARM MONITORING, \$227.40; J.W. PEPPER & SON, INC., HIGH SCHOOL FALL & WINTER SHEET MUSIC, \$29.95; KONE, INC., ELEVATOR MAINTENANCE COVERAGE- 9/2023-8/2024, \$3,886.80; LACEY RENTALS, INC., PORTABLE RESTROOM RENTAL- CROSS COUNTRY MEET, \$465.00; M. J. DALSIN, INC., LEAK REPAIR, \$630.87; MCCOOK CENTRAL SCHOOL DISTRICT #43-7, CROSS COUNTRY MEET ENTRY FEE- 8/29/2023, \$100.00; MEDICAID, FISCAL YEAR 2023 QUARTER 2 ADMIN. FEE, \$133.48; OLSON'S PEST TECHNICIANS, BIMONTHLY PEST CONTROL SERVICES, \$95.00; PERFORMANCE PRESS, INC., 3-PART LEAVE SLIPS/VISITOR STICKER BOOK, \$205.38; PITNEY BOWES, POSTAGE, \$511.11; RESTAURANT EQUIPMENT REPAIR, ICE MACHINE REPAIR, \$510.78; RSCHOOLSTODAY, ACTIVITY SCHEDULER- RENEWAL, \$300.00; SANFORD HEALTH OCCUPATIONAL MEDICINE, DRUG & ALCOHOL PROGRAM ADMINISTRATION, \$129.00; SCHOOL ADMINISTRATORS OF SOUTH DAKOTA, ARTIFICIAL INTELLIGENCE TRAINING/INSTRUCTIONAL LEADERSHIP TRAINING, \$1,200.00; SCHOOL SPECIALTY, LLC, ART/CLASS SUPPLIES, \$2,285.17; SCHOOLMATE, ELEMENTARY PLANNERS, \$438.00; SCHROEDER, AMBER, ELEMENTARY CLASS SUPPLIES- REIMBURSEMENT, \$50.00; SD ASSOCIATION OF AGRICULTURAL EDUCATORS, ROOMING FOR SDAAE/SDACTE CONFERENCE, \$240.00; SD ASSOCIATION OF CAREER & TECHNICAL EDUCATION, CONFERENCE REGISTRATION, \$622.00; SD COUNSELING ASSOCIATION, COUNSELOR MEMBERSHIPS, \$230.00; SD UNITED SCHOOLS ASSOCIATION, 2023-2024 MEMBERSHIP DUES, \$450.00; STURDEVANT'S AUTO PARTS, MAINTENANCE/TRANSPORTATION SUPPLIES, \$275.60; VANDER WAAL, DERRICK, SOCCER OFFICIAL- 9/5/2023, \$131.20; WAGeworks, AUGUST 2023 ACH FEES, \$11,821.42; XCEL ENERGY, JUNE-JULY 2023 ELECTRICITY, \$966.79; **TOTAL GENERAL FUND, \$64,897.61**

CAPITAL OUTLAY FUND

ACCESS SYSTEMS, SEPTEMBER 2023 SERVICES/PRINTER SERVICES, \$793.70; CRETE PRO'S, INC., REPLACE & REPAIR CONCRETE, \$19,930.65; GARRETSON SCHOOL DISTRICT CUSTODIAL ACCOUNT, AUGUST 2023 IMPREST ACCOUNT REIMBURSEMENT, \$1,209.60; HILLYARD, VACUUM SWEEPER, \$2,966.29; PITNEY BOWES, EQUIPMENT LEASE, \$218.82; RESTAURANT EQUIPMENT REPAIR, REPLACE ICE MACHINE, \$4,855.29; SAVVAS LEARNING COMPANY, LLC, HIGH SCHOOL INSTRUCTIONAL MATERIALS, \$186.30; TIME MANAGEMENT SYSTEMS, INC., 2023-2024 ANNUAL SOFTWARE SUPPORT CONTRACT, \$603.00; **TOTAL CAPITAL OUTLAY FUND, \$30,763.65**

SPECIAL EDUCATION FUND

GOODCARE, LLC, AUGUST 2023 OCCUPATIONAL/PHYSICAL THERAPY, \$2,913.30; ISI, LLC, AUGUST 2023 INTERPRETER SERVICES, \$1,250.00; PRAIRIE LAKES EDUCATIONAL COOPERATIVE, AUGUST 2023 SERVICES, \$2,268.11; PRO-ED, INC., TESTING MATERIALS, \$349.80; TEACHWELL SOLUTIONS, 2024 TRANSITION SERVICES, \$19,370.00; **TOTAL SPECIAL EDUCATION FUND, \$26,151.21**

CAPITAL PROJECTS FUND

MAMMOTH SPORTS CONSTRUCTION, COMPLEX PROJECT- APPLICATION #5, \$122,271.84; **TOTAL CAPITAL PROJECTS FUND, \$122,271.84**

FOOD SERVICE FUND

GENZLINGER, ROXANNE, LUNCH ACCOUNT REFUND, \$78.94;

TOTAL FOOD SERVICE FUND, \$78.94

TOTAL CLAIMS: \$244,163.25

IMPREST CHECKS

AUGUST 2023

GENERAL FUND IMPREST CHECKS

BEELER, NATHAN, SOCCER OFFICIAL- 8/19/2023, \$128.14; BENDT, BLAKE, SOCCER OFFICIAL- 8/24/2023, \$152.44; CASH, SOCCER- MEAL MONEY- 8/11-8/12/2023, \$822.00; CHRISTENSEN, JILL, VOLLEYBALL OFFICIAL- 8/22/2023, \$124.28; DUNCANSON, BRIAN, SOCCER OFFICIAL- 8/24/2023, \$132.24; GLENN, MEGAN, SOCCER OFFICIAL- 8/24/2023, \$162.44; GOPHER, PHYSICAL EDUCATION CLASS EQUIPMENT/SUPPLIES, \$3,554.60; HEISER, ERIC, SOCCER OFFICIAL- 8/19/2023, \$92.44; MJOUN, KAMAL, SOCCER OFFICIAL- 8/19/2023, \$193.02; NWEA, MAP TESTING/GROWTH, \$6,597.50; PITNEY BOWES, INC., EQUIPMENT LEASE/INK CARTRIDGES/POSTAGE, \$768.70; THIESEN, VICTORIA, VOLLEYBALL OFFICIAL- 8/22/2023, \$143.00;

TOTAL GENERAL FUND IMPREST CHECKS, \$12,870.80;

CAPITAL OUTLAY FUND IMPREST CHECKS

SAVVAS LEARNING COMPANY, LLC, INSTRUCTIONAL SOFTWARE, \$1,209.60;

TOTAL CAPITAL OUTLAY FUND IMPREST CHECKS, \$1,209.60;

TOTAL IMPREST CHECKS: \$14,080.40

Financial Report

The Business Manager presented a financial report of cash balances, expenditures, and receipts for the month of August 2023 as listed below:

Cash Balances as of August 31, 2023: General Fund: \$338,178.73; Capital Outlay Fund: \$2,326,133.46; Special Education Fund: \$196,359.38; Capital Projects Fund: \$329,273.35; Food Service Fund: \$277,624.54; Driver's Education Fund: \$10,212.22; Preschool Fund: (\$10,764.12); Custodial Fund: \$113,552.37.

Expenditures: General Fund: ACH Fees, \$245.88; Claims, \$144,740.49; Payroll, \$269,383.46; Capital Outlay Fund: Claims, \$89,181.87; Special Education Fund: Claims, \$10,276.93; Payroll, \$29,034.28; Capital Projects Fund: Claims, \$373,984.26; Preschool Fund: Claims, \$269.00; Payroll, \$5,651.82; Custodial Fund: ACH Fees, \$12,494.15; Claims, \$73,729.57.

Receipts: General Fund: Local Sources, \$77,420.84; Intermediate Sources, \$1,190.09; State Sources, \$180,894.15; Capital Outlay Fund: Local Sources, \$5,865.51; Special Education Fund: Local Sources, \$3,577.72; State Sources, \$5,741.60; Food Service Fund: Local Sources, \$30,394.72; Custodial Fund: Local Sources, \$76,340.06.

Old Business:

Fiscal Year 2024 Budget

Action 24-025: Motion by Compton, second by Clark, to approve the fiscal year 2024 budget. Motion carried.

New Business:

There were no conflicts of interest.

Action 24-026: Motion by Hulscher, second by Clark, to adopt the supplemental budget and approve the contingency transfers for fiscal year 2023. Motion carried.

Action 24-027: Motion by Clark, second by Gloe, to approve the fiscal year 2022 Audit Report. Motion carried.

The following information items were presented to the Board; Policy BDDD: Quorum (new policy), Policy BDDF: Voting Method (new policy), and Policy KBAA: Public Records.

The First Readings of the following were presented to the Board as a part of the policy adoption process: Policy BDDH: Public Participation at Board Meetings (review), Policy JECAA: Admission of New Residents and Students from Unaccredited Schools (review), Policy JECAA-R: Placement of Students Who Have Attended an Unaccredited School or Alternative Program (delete), and Policy JECAA-E: Grade Placement Committee Report - Override Recommendation (delete).

There were no Second Readings.

Administration provided the Board with six administrative reports:

- a. Registration, Post-Secondary Planning, and Scholarship Prep Report - Principal McGregor presented information on registration, post-secondary planning, and scholarships.
- b. Classified Staffing Report - Administration presented the Board with a classified staffing report for the 2023-2024 school year.
- c. Superintendent's Report - Superintendent Johnson gave a summary of class sizes in the district. He also informed the Board that a professional development committee would be starting soon.
- d. Prairie Lakes Educational Cooperative - No report.
- e. Elementary Principal/Curriculum Director's Report - Principal Hoekman summarized homecoming week for the Board. She then informed them of the new principal's professional development taking place September 13th, interim testing training for three teachers and herself September 15th, and the monthly area principal's meeting September 21st. Principal Hoekman added that the area curriculum director's zoom meeting was taking place September 12th and the Department of Education curriculum director zoom meeting was taking place September 14th. Lastly, she made the Board aware that she would be meeting with high school & middle school staff to begin defining curriculum needs for next school year, and that she would be working on the coming needs for implementing the new social studies standards throughout the school district.
- f. MS/HS Principal Report - Principal McGregor gave the Board a recap of homecoming week and thanked Garretson Food Center and Coca-Cola for donating to the hot dog feed and the Garretson American Legion Color Guard for leading the parade. He then informed the Board that four teachers and himself would be attending a workshop on artificial intelligence in Harrisburg on September 19th. Principal McGregor added that the district has been selected for NAEP testing for the 8th grade, and that it would take place on February 29th, 2024.

Action 24-028: Motion by Gloe, second by Hulscher, to go into executive session, pursuant to SDCL 1-25-2, subsection 1: A Personnel Matter. Motion carried. The Board entered executive session at 6:58 p.m.

President Nordstrom declared the Board out of executive session at 7:21 p.m.

Action 24-029: Motion by Hulscher, second by Clark, that the board hire an investigator for a personnel matter and authorize the board president to take other action as necessary to retain the resources needed to conduct the investigation, including an out of district designee or designees in the decision-making process, within applicable district policies. Motion carried.

Action 24-030: Motion by Gloe, second by Hulscher, to adjourn at 7:21 p.m. Motion carried.

Approved by the Garretson Board of Education this _____ day of _____, 2023.

Board President

Business Manager