

SCHOOL BOARD MINUTES

Regular Meeting Garretson School District #49-4 6:00 p.m. December 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, Athletic Director Kevin Steckler, Aaron Christensen, Renee Edmundson, Aftyn Heitkamp, Michelle Heitkamp, Jacki Liester, Natasha Mendoza, Garrick Moritz, Kathi Nolz, Amy Pullman, Kelli Schleuter, Sherri Schoenfish, Oran Sorenson, and others. Others that were present did not sign in or could not be recognized and are unable to be recorded in the minutes.

At 6:00 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.

Action 24-056: Motion by Compton, second by Hulscher, to approve the agenda as presented. Motion carried.

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

Action 24-057: Motion by Hulscher, second by Clark, to approve the following consent agenda items as presented. Approval of November 13, 2023 regular board meeting minutes, approval of payments for November 2023 claims, approval of the financial statements for November 2023, approval of November 2023 payroll, approval of December 5, 2023 fuel quotes, 10% Ethanol from Palisades Oil - \$2.329, and approval of the resignation of Amber Williamson from the Head Soccer coaching position only, contingent upon finding a suitable replacement. Motion carried.

GARRETSON SCHOOL DISTRICT #49-4

CLAIMS PAID DECEMBER 11, 2023

GENERAL FUND

A-OX WELDING SUPPLY CO., INC., AG. CYLINDER RENTALS, \$551.76; ALLIANCE COMMUNICATIONS, DECEMBER 2023 INTERNET & PHONE SERVICES, \$770.00; CAROLINA BIOLOGICAL SUPPLY CO., HIGH SCHOOL SCIENCE MATERIAL, \$182.21; CARROLL INSTITUTE, DECEMBER 2023 CONTRACT, \$768.00; CHURCHILL, MANOLIS, FREEMAN, KLUDT & BURNS LLP, LEGAL SERVICES, \$2,861.23; CULLIGAN WATER, PURIFIED SALT, \$62.50; DUENWALD, DAN, ASBESTOS RE-INSPECTION, \$400.00; FIRST BANK & TRUST CREDIT CARD, AMAZON- MAGNETIC STRIPS, \$173.90; FIRST BANK & TRUST CREDIT CARD, AMAZON- NEXCARE GENTLE REMOVAL EYE PATCH, \$13.99; FIRST BANK & TRUST CREDIT CARD, AMAZON- SIGNATURE STAMP, \$15.99; FIRST BANK & TRUST CREDIT CARD, AMAZON- STORAGE BAGGIES, \$9.12; FIRST BANK & TRUST CREDIT CARD, AMAZON- TRAINING VEST JERSEY, \$36.50; FIRST BANK & TRUST CREDIT CARD, BEST WESTERN- SOUTH DAKOTA SHAPE CONFERENCE HOTEL, \$242.58; FIRST BANK & TRUST CREDIT CARD, CORNER PANTRY- ALL-STATE CHOIR TRAVEL- FUEL, \$65.22; FIRST BANK & TRUST CREDIT CARD, CRISIS PREVENTION INSTITUTE- WORKBOOK, \$46.99; FIRST BANK & TRUST

CREDIT CARD, EBAY- SUPPLIES, \$45.84; FIRST BANK & TRUST CREDIT CARD, HOWARD JOHNSON- ALL-STATE CHOIR HOTEL, \$844.14; FIRST BANK & TRUST CREDIT CARD, MARRIOTT MARQUIS CHICAGO- ELEMENTARY CONFERENCE HOTEL, \$1,293.14; FIRST BANK & TRUST CREDIT CARD, NATIONAL ASSOCIATION FOR MUSIC EDUCATION- MEMBERSHIP, \$124.00; FIRST BANK & TRUST CREDIT CARD, POPPLERS MUSIC, INC.- RECORDERS, \$105.60; FIRST BANK & TRUST CREDIT CARD, QDOBA- E-RATE TRAINING MEAL, \$33.85; FIRST BANK & TRUST CREDIT CARD, QUALITY INN- LEADERSHIP TRAINING HOTEL, \$154.00; FIRST BANK & TRUST CREDIT CARD, UNITED AIRLINES- BAGGAGE FEES, \$280.00; FLANDREAU BOOSTER CLUB, WRESTLING TOURNAMENT ENTRY FEE- 12/2/2023, \$175.00; GARRETSON COMMERCIAL CLUB, 2024 ASSOCIATION DUES, \$75.00; GARRETSON SCHOOL DISTRICT CUSTODIAL ACCOUNT, NOVEMBER 2023 IMPREST ACCOUNT REIMBURSEMENT, \$1,456.18; HANSEN, AL, GIRLS BASKETBALL OFFICIAL- 12/1/2023, \$136.52; HAUFF MID-AMERICA SPORTS, BASKETBALL SCOREBOOKS/TRACK MEET MEDALS, \$2,683.70; HEALTHEQUITY, HEALTH SAVINGS ACCOUNT CONTRIBUTIONS/FEES, \$196.00; HILLYARD, CLEANING/MAINTENANCE SUPPLIES, \$2,795.44; HORACE MANN, OCTOBER 2023 ADMIN. FEES/NOVEMBER 2023 PAYROLL ACH'S/FEES, \$526.63; INNOVATIVE OFFICE SOLUTIONS, LLC, OFFICE SUPPLIES, \$181.35; INTEK CLEANING & RESTORATION, MOLD REMEDIATION- AG. BUILDING, \$4,329.05; JUNIOR LIBRARY GUILD, LIBRARY BOOKS/MATERIALS, \$3,483.72; LARSON, CHAD, GIRLS BASKETBALL OFFICIAL- 12/1/2023, \$120.80; LARSON, SYLVIA, DEPARTMENT OF TRANSPORTATION EXAM- REIMBURSEMENT, \$150.00; LASTING IMPRESSIONS UNLIMITED, INC., FALL SPORTS AWARDS- PLAQUES, \$145.50; PALISADES PROPANE, CO., BULK PROPANE, \$2,136.27; PITNEY BOWES, POSTAGE, \$731.67; POPPLERS MUSIC, INC., BAND MUSIC, \$324.71; RADFORD, TIFFANY, LIBRARY SUPPLIES- REIMBURSEMENT, \$16.78; SANFORD HEALTH OCCUPATIONAL MEDICINE, DEPARTMENT OF TRANSPORTATION EXAMS, \$108.00; SHARE CORPORATION, TRANSPORTATION SUPPLIES, \$176.89; STEVE'S ELECTRIC & PLUMBING, INC., PLUMBING/HVAC/ELECTRICAL MAINTENANCE/REPAIRS, \$4,291.09; SWANK MOVIE LICENSING USA, SITE LICENSE- 12/2023-12/2024, \$585.00; VANDEBERG, AARON, GIRLS BASKETBALL OFFICIAL- 12/1/2023, \$120.44; WAGeworks, NOVEMBER 2023 ACH FEES, \$2,129.47; WASTE MANAGEMENT, DECEMBER 2023 GARBAGE & RECYCLING SERVICES, \$637.75; XCEL ENERGY, SEPTEMBER-OCTOBER 2023 ELECTRICITY, \$8,180.82;
TOTAL GENERAL FUND, \$45,604.34

CAPITAL OUTLAY FUND

ACCESS SYSTEMS, DECEMBER 2023 SERVICES/PRINTER SERVICES, \$1,478.43; FIRST BANK & TRUST, SERIES 2020 & SERIES 2023 CAPITAL OUTLAY CERTIFICATES, \$54,775.00; HAUFF MID-AMERICA SPORTS, WALL MATS, \$5,027.60; PITNEY BOWES, EQUIPMENT LEASE, \$218.82;
TOTAL CAPITAL OUTLAY FUND, \$61,499.85

SPECIAL EDUCATION FUND

A TO Z WORLD LANGUAGES, INC., INTERPRETER SERVICES, \$112.50; ASHA, 2024 DUES, \$253.00; CHILDREN'S HOME SOCIETY, OCTOBER 2023 TUITION, \$3,883.59; FIRST BANK & TRUST CREDIT CARD, RIVERSIDE INSIGHTS- SUPPLIES, \$324.56; FIRST BANK & TRUST CREDIT CARD, SOUTH DAKOTA SPECIAL EDUCATION CONFERENCE- REGISTRATION, \$640.00; GOODCARE, LLC, NOVEMBER 2023 SERVICES, \$4,288.61; ISI, LLC, NOVEMBER 2023 INTERPRETER SERVICES, \$7,517.50; LIFESCAPE, OCTOBER 2023 SERVICES/TUITION, \$6,722.50; PRAIRIE LAKES EDUCATIONAL COOPERATIVE, NOVEMBER 2023 SERVICES, \$3,808.48;
TOTAL SPECIAL EDUCATION FUND, \$27,550.74

FOOD SERVICE FUND

LUNCHTIME SOLUTIONS, INC., NOVEMBER 2023 FOOD SERVICES, \$35,824.17;
TOTAL FOOD SERVICE FUND, \$35,824.17

CUSTODIAL FUND

FIRST BANK & TRUST CREDIT CARD, AMAZON- WINTER FORMAL SUPPLIES, \$107.62; FIRST BANK & TRUST CREDIT CARD, PIZZA RANCH- FFA MEAL, \$83.58; FIRST BANK & TRUST CREDIT CARD, WALMART- FRAMES FOR FFA \$27.51; FIRST BANK & TRUST CREDIT CARD, WALMART- POSTER FOR FFA, \$14.72;

TOTAL CUSTODIAL FUND, \$233.43

TOTAL CLAIMS: \$170,712.53

IMPREST CHECKS

NOVEMBER 2023

GENERAL FUND IMPREST CHECKS

ALL AROUND WELDING, BUS #4 E-BRAKE CABLE & E-BRAKE SHOES, \$431.06; AMERICAN RECYCLING, RECYCLING- FOUR PRINTERS, \$20.00; BRANDON ACE HARDWARE, AG. CLASS SUPPLIES/PLIERS SET/SCREWDRIVER SET, \$83.95; CASH, MEAL MONEY- STATE ORAL INTERP., \$22.00; DIVISION OF CRIMINAL INVESTIGATION, BACKGROUND CHECKS, \$86.50; ETRHEIM, ELIZABETH, TRANSPORTATION EXPENSES- REIMBURSEMENT, \$53.28; GARRETSON PTO, "G" PAINTINGS, \$120.00; HOEFERT-VELDHUIZEN, ALYXA, TRANSPORTATION EXPENSES- REIMBURSEMENT, \$329.87; MENARDS, AG. CLASS SUPPLIES/COMMERCIAL CLBU SUPPLIES, \$242.84; SCHWEITZER, TAYLOR, ELEMENTARY CONCERT SUPPLIES- REIMBURSEMENT, \$66.68;

TOTAL GENERAL FUND IMPREST CHECKS, \$1,456.18;

TOTAL IMPREST CHECKS: \$1,456.18

Financial Report

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

Cash Balances as of November 30, 2023: General Fund: \$223,201.81; Capital Outlay Fund: \$1,605,878.90; Special Education Fund: \$164,469.76; Food Service Fund: \$273,945.08; Driver's Education Fund: \$10,212.22; Preschool Fund: (\$7,370.76); Custodial Fund: \$149,684.84.

Expenditures: General Fund: ACH Fees, \$112.40; Claims, \$63,590.07; Payroll, \$316,562.63; Capital Outlay Fund: Claims, \$20,017.58; Special Education Fund: Claims, \$66,536.63; Payroll, \$62,839.39; Capital Projects Fund: Claims, \$101,905.29; Food Service Fund: Claims, \$66,904.27; Preschool Fund: Payroll, \$10,098.68; Custodial Fund: ACH Fees, \$2,739.70; Claims, \$61,191.05.

Receipts: General Fund: Local Sources, \$368,713.02; Intermediate Sources, \$1,109.07; State Sources, \$180,785.00; Capital Outlay Fund: Local Sources, \$330,988.68; Special Education Fund: Local Sources, \$192,506.30; State Sources, \$15,411.00; Food Service Fund: Local Sources, \$24,813.51; Preschool Fund: Local Sources, \$19,145.83; Custodial Fund: Local Sources, \$93,803.59.

Old Business:

None

New Business:

There were no conflicts of interest.

Superintendent Johnson presented the Board with specs to consider for the visitor bleachers area at the athletic complex.

Superintendent Johnson presented the Board with specs to consider for a scoreboard at the athletic complex.

Action 24-058: Motion by Clark, second by Compton, to approve the ESSER/Safe Return to School Plan. Motion carried.

The following information items were presented to the Board: Elementary Handbook, Middle School/High School (Secondary) Handbook, and Policy GBCB: Staff Conduct.

Board Member Gloe made a motion about the supervision policies but rescinded it and made a new motion to word it properly.

Action 24-059: Motion by Gloe, second by Clark, to change the supervision policies and form a committee to provide a recommendation to the Board. Motion carried.

The First Readings of the following were presented to the Board as a part of the policy adoption process: Policy KK: Visitors to Schools and Policy KMC: Annual Notification to Parents.

The Second Readings of Policy KLB: Public Complaints About Curriculum or Instructional Materials and Policy KLB-E: Request for Reconsideration of Instructional Materials were presented to the Board.

Action 24-060: Motion by Gloe, second by Hulscher, to adopt Policy KLB: Public Complaints About Curriculum or Instructional Materials and Policy KLB-E: Request for Reconsideration of Instructional Materials. Motion carried.

Administration provided the Board with five administrative reports:

- a. ASBSD (Associated School Boards of South Dakota) Delegate Assembly Report - Board President Nordstrom gave the rest of the Board a summary of what was discussed at the ASBSD Delegate Assembly. He mentioned there were no surprises and nothing special to note.
- b. Superintendent's Report - Superintendent Johnson informed the Board that the cost to replace the boiler was a little higher than expected, priced at \$97,545. He added that the installation would take place on December 27th. He also discussed the district's RDA plan.
- c. Prairie Lakes Educational Cooperative Report - Board Member Hulscher told the Board that the agenda was approved, and bills were paid at the last meeting.
- d. Elementary Principal/Curriculum Director's Report - Principal Hoekman gave the Board a summary of Instructional Leadership Training she attended on November 14-15. She told the Board the K-2 music concert was held on November 30 and on December 1 the elementary classes visited the bank and museum for open house and model trains. On December 6, Math and ELA rubric discussions took place with staff to help guide students to prepare for state assessments. She added that the NWEA/MAP testing window was December 11-15. Lastly, Principal Hoekman informed the Board that she met with MS/HS teachers to begin looking at options and what our needs are for curriculum. She had two phone conferences with companies to order sample materials.

- e. Middle School/High School Principal Report - Principal McGregor informed the Board that semester tests for MS/HS would take place December 19-21. He then congratulated Alysha Kientopf for receiving the Region II Early Career Teacher award at the NAAE Convention in Phoenix. Next, he congratulated Elizabeth Roth for receiving a Superior rating at the State Oral Interp. contest. Lastly, he told the Board that seniors took the NCRC (National Career Readiness Certification) test on December 7.

Action 24-061: 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 7:45 p.m.

President Nordstrom declared the Board out of executive session at 9:10 p.m.

Action 24-062: Motion by Clark, second by Hulscher, to accept the resignation of Michelle Pliska, effective December 31, 2023. Motion carried.

Action 24-063: Motion by Compton, second by Hulscher, to amend the findings of fact, rulings of law, and final decision in the matter of a parent complaint, and to notify the parties. Motion carried.

Action 24-064: Motion by Gloe, second by Hulscher, to adjourn at 9:12 p.m. Motion carried.

Approved by the Garretson Board of Education this _____ day of _____, 2024.

Board President

Business Manager