

## SCHOOL BOARD MINUTES

### **Regular Meeting   Garretson School District #49-4   5:45 p.m.   March 13, 2023**

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

At 5:45 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 was one addition and one correction presented. Board Member Clark requested information on absentee ballots/absentee voting be added to the agenda. Board President Nordstrom recommended this be added to the Administrative Reports section. Superintendent Johnson requested that potential action "Consider extension/renewal of administrator contracts" be removed from the agenda.

**Action 23-068:** Motion by Flanagan, second by Clark, to approve the agenda as presented with the proposed addition and proposed correction. Motion carried.

**Action 23-069:** Motion by Gloe, second by Flanagan, to approve the following consent agenda items as presented. Approval of February 13, 2023 regular board meeting minutes, approval of payments for February 2023 claims, approval of the financial statements for February 2023, approval of February 2023 payroll, and approval of March 8, 2023 fuel quotes, #2 Diesel Fuel from Palisades Oil - \$3.3242 and 10% ethanol from Palisades Oil - \$2.8036. Motion carried.

GARRETSON SCHOOL DISTRICT #49-4  
CLAIMS PAID MARCH 13, 2023

#### **GENERAL FUND**

A-OX WELDING SUPPLY CO., INC., AG. CYLINDER RENTALS/CLASS SUPPLIES, \$310.93; ACCESS SYSTEMS, STAPLES, \$65.89; ALL AROUND WELDING, PULLED OUT BUS #4-SHERMAN PM ROUTE 2/14/23, \$60.00; ALLIANCE COMMUNICATIONS, MARCH 2023 INTERNET & PHONE SERVICES, \$762.00; BEST WESTERN RAMKOTA HOTEL- RAPID CITY, 2023 STATE WRESTLING HOTEL, \$2,184.00; BRANDON ACE HARDWARE, SOIL FOR AG. CLASS, \$18.98; BROWN, ERIKA, CHRISTMAS CONCERT PROPS/ONE-ACT PLAY SUPPLIES, \$131.16; CARROLL INSTITUTE, FEBRUARY 2023 CONTRACT, \$768.00; CHILDREN'S HOME SOCIETY, 3-HOUR STAFF PROFESSIONAL DEVELOPMENT, \$199.05; CITY OF GARRETSON, GAS/SEWER/WATER, \$11,780.72; DON'S AUTO & TIRE CO., 31 MHD BATTERIES FOR BUS #1, \$494.85; FIRST BANK & TRUST CREDIT CARD, 9 SQUARE IN THE AIR- WELLNESS GRANT EQUIPMENT, \$427.17; FIRST BANK & TRUST CREDIT CARD, AED BRANDS- AED BATTERY REPLACEMENTS, \$129.00; FIRST BANK & TRUST CREDIT CARD, AMAZON- ADDRESS STAMPS, \$22.95; FIRST BANK & TRUST CREDIT CARD, AMAZON- BAND SUPPLIES, \$68.95; FIRST BANK & TRUST CREDIT CARD, AMAZON- COMMAND STRIPS, \$22.34; FIRST BANK & TRUST CREDIT CARD, AMAZON- ELEMENTARY READ ACROSS AMERICA WEEK, \$12.99; FIRST BANK & TRUST CREDIT CARD, AMAZON- HANGING FOLDERS, \$21.98; FIRST BANK & TRUST CREDIT CARD, AMAZON- JANITOR SUPPLIES, \$62.72; FIRST BANK & TRUST CREDIT CARD. AMAZON- PUBERTY SUPPLIES, \$91.48; FIRST BANK & TRUST CREDIT CARD,

AMAZON- WELLNESS GRANT SUPPLIES, \$980.63; FIRST BANK & TRUST CREDIT CARD, CASEY'S PIZZA- STAFF IN-SERVICE BREAKFAST, \$200.91; FIRST BANK & TRUST CREDIT CARD, FUN & FUNCTION- WELLNESS GRANT SUPPLIES, \$453.11; FIRST BANK & TRUST CREDIT CARD, GRAND HYATT- SUPERINTENDENT'S CONFERENCE HOTEL, \$1,457.95; FIRST BANK & TRUST CREDIT CARD, MCLEOD'S PRINTING- ELECTION SUPPLIES, \$167.78; FIRST BANK & TRUST CREDIT CARD, PHILLIPS 66- STATE WRESTLING TRAVEL- FUEL, \$149.88; FIRST BANK & TRUST CREDIT CARD, PIZZA RANCH- REGION WRESTLING MEETING, \$62.89; FIRST BANK & TRUST CREDIT CARD, SHELL OIL- STATE WRESTLING TRAVEL- FUEL, \$35.52; GARRETSON FOOD CENTER, DAWN DISH SOAP/LAUNDRY DETERGENT/STAFF BREAKFAST, \$52.31; GARRETSON SCHOOL DISTRICT CUSTODIAL ACCOUNT, FEBRUARY 2023 IMPREST ACCOUNT REIMBURSEMENT, \$7,023.98; HAUFF MID-AMERICA SPORTS, JAVELINS/JESSE JAMES GOLF MEET MEDALS, \$1,348.00; HEALTHEQUITY, FEBRUARY 2023 HEALTH SAVINGS ACCOUNT CONTRIBUTION/FEES, \$94.00; HILLYARD, CLEANING/MAINTENANCE SUPPLIES, \$2,600.08; HORACE MANN, JANUARY 2023 ADMIN. FEES/FEBRUARY 2023 PAYROLL ACH'S/FEES, \$535.63; HOWE, ELIZABETH, MINNESOTA NURSING LICENSE RENEWAL FEE, \$85.00; I-STATE TRUCK CENTERS, SPRING ASM FRT TAPERLEAF/PARTS, \$1,380.60; JOHNSON, GUY, NATIONAL SUPERINTENDENT'S CONFERENCE- MEAL MONEY, \$214.00; LASTING IMPRESSIONS UNLIMITED, INC., WRESTLING PLAQUES, \$77.00; MONARCH SALES, STICKERS, \$107.50; OLSON'S PEST TECHNICIANS, BIMONTHLY PEST CONTROL SERVICES, \$95.00; PALISADES OIL & PROPANE, INC., DIESEL FUEL/PROPANE, \$3,032.81; PERFORMANCE PRESS, INC., 3-PART LEAVE SLIPS, \$113.70; POPPLERS MUSIC, INC., H.S. BAND MUSIC/INSTRUMENT REPAIRS, \$178.00; ROTO-ROOTER SIOUX FALLS, CLEANING OF KITCHEN SINK TO MAIN LINE, \$215.00; SCHOOL ADMINISTRATORS OF SOUTH DAKOTA, WILD WEST LEADERSHIP CONFERENCE REGISTRATION, \$180.00; SHUTTERFLY LIFETOUGH, LLC, YEARBOOKS DEPOSIT, \$496.88; SITTIG, NICHOLAS, MIDDLE SCHOOL ALL-STATE BAND HOTEL- REIMBURSE, \$382.05; SOUTH DAKOTA SYMPHONY ORCHESTRA, YOUNG PEOPLE'S CONCERT REGISTRATION, \$111.00; STAPLES, COPY PAPER, \$1,439.60; STECKLER, KEVIN, TRAVEL TO GBB IN WINNER- FUEL REIMBURSEMENT, \$42.50; STEVE'S ELECTRIC & PLUMBING, INC., BOY'S LOCKER ROOM/SCORE BOARD OUTLET/KITCHEN REPAIRS, \$3,888.59; STURDEVANT'S AUTO PARTS, BUS FILTERS/RADIATOR CAPS/WASH WAND BRUSH, \$173.25; SUMMIT FIRE PROTECTION, SEMI-ANNUAL SERVICE, \$142.00; VANDERNICK EXCAVATING, LLC, FEBRUARY 2023 SNOW REMOVAL, \$990.00; WAGeworks, FEBRUARY 2023 ACH FEES, \$1,834.99; WASTE MANAGEMENT, MARCH 2023 GARBAGE & RECYCLING SERVICES, \$795.07; WINNER SCHOOL DISTRICT #59-2, SODAK 16 GBB GAME EXPENSES- 3/2/2023, \$212.48 XCEL ENERGY, DECEMBER 2022-JANUARY 2023 ELECTRICITY, \$6,186.36;  
**TOTAL GENERAL FUND, \$55,171.21**

#### **CAPITAL OUTLAY FUND**

ACCESS SYSTEMS, MARCH 2023 CONTRACTED SERVICES/PRINTERS, \$1,154.50; HAUFF MID-AMERICA SPORTS, DISCUS CAGE NET, \$1,037.00; INTELLIPRO SECURITY, LLC, SECURITY CAMERAS, \$6,279.90; PITNEY BOWES, LEASE AGREEMENT, \$218.82;  
**TOTAL CAPITAL OUTLAY FUND, \$8,690.22**

#### **SPECIAL EDUCATION FUND**

CHILDREN'S HOME SOCIETY, JANUARY & FEBRUARY 2023 TUITION, \$5,155.60; FIRST BANK & TRUST CREDIT CARD, AMAZON- HIGH SCHOOL SUPPLIES, \$15.74; GOODCARE, LLC, FEBRUARY 2023 OCCUPATIONAL/PHYSICAL THERAPY, \$3,929.22; INTERPRECORPS, INTERPRETER- JANUARY 2023, \$4,348.40; PRAIRIE LAKES EDUCATIONAL COOPERATIVE, FEBRUARY 2023 SERVICES, \$2,566.01;  
**TOTAL SPECIAL EDUCATION FUND, \$16,014.97**

#### **FOOD SERVICE FUND**

CASH-WA DISTRIBUTING CO., DINNER FORKS, \$17.54; LUNCHTIME SOLUTIONS, INC., FEBRUARY 2023 FOOD SERVICES, \$26,860.04;

**TOTAL FOOD SERVICE FUND, \$26,877.58**

**TOTAL CLAIMS: \$106,753.98**

IMPREST CHECKS

FEBRUARY 2023

**GENERAL FUND IMPREST CHECKS**

ALL CLASS CDL, LLC, BUS DRIVING TEST, \$90.00; BOECHLER, COLLIN, BBB OFFICIAL- 1/30/2023, \$116.84; BOHRER, MONTY, GBB OFFICIAL- 2/2/2023, \$118.28; CASH, STATE WRESTLING- MEAL MONEY, \$2,028.00; DEROUCHÉY, ROGER, BBB OFFICIAL- 2/20/2023, \$110.20; DE SMET SCHOOL DISTRICT #38-2, BIG EAST/LAKES COUNTRY WRESTLING MEET EXPENSES, \$125.44; ETRHEIM, ELIZABETH, GIFTS FOR STATE WRESTLERS- REIMBURSEMENT, \$18.32; FEERICK, JOHN, DH BB OFFICIAL- 2/16/2023, \$158.64; HANSEN, AL, BBB OFFICIAL- 1/31/2023, \$134.36; HANSEN, AL, BBB OFFICIAL- 2/20/2023, \$109.36; KIEFFER, BRETT, GBB OFFICIAL- 2/2/2023, \$136.88; KIEFFER, BRETT, BBB OFFICIAL- 2/9/2023, \$135.20; KUSLER, JAY, BBB OFFICIAL- 1/30/2023, \$120.80; KUSLER, JAY, BBB OFFICIAL- 2/9/2023, \$120.44; KVISTERO, AARON, BBB OFFICIAL- 2/9/2023, \$118.64; LARSON, CHAD, BBB OFFICIAL- 2/20/2023, \$95.44; MACZIEWSKI, KIM, ONE ACT PLAY SUPPLIES- REIMBURSEMENT, \$177.65; ORTMAN, PAUL, BBB OFFICIAL- 1/30/2023, \$132.68; PRICKETT, CJ, BBB OFFICIAL- 1/31/2023, \$116.84; REGION II, REGION II MUSIC- SOLO CONTEST, \$8.00; SOUTH DAKOTA VOICES FOR PEACE, BYSTANDER TO UPSTANDER TRAINING, \$250.00; SPERLICH, DUSTIN, GBB OFFICIAL- 2/2/2023, \$125.12; SUNSHINE FOODS, WELLNESS GRANT SUPPLIES, \$195.93; SWEETER, DREW, DH BB OFFICIAL- 2/16/2023, \$165.12; VARGAS, BLESSED, SPEAKER FEES/TRAVEL EXPENSES, \$400.00; WATERMAN, TONY, DH BB OFFICIAL- 2/16/2023, \$176.88; WELBIG, JEFF, BBB OFFICIAL- 1/31/2023, \$126.92; WEST CENTRAL SCHOOL DISTRICT #49-7, REGION 3A GBB 1<sup>ST</sup> ROUND GATE- 2/20/2023, \$1,412.00; TOTAL GENERAL FUND IMPREST CHECKS, \$7,023.98;

**TOTAL IMPREST CHECKS: \$7,023.98**

**Financial Report**

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

**Cash Balances as of February 28, 2023:** General Fund: \$650,903.30; Capital Outlay Fund: \$1,206,088.23; Special Education Fund: \$101,652.50; Food Service Fund: \$240,950.77; Driver's Education Fund: \$8,229.91; Preschool Fund: (\$22,051.20); Custodial Fund: \$103,007.73.

**Expenditures:** General Fund: ACH Fees, \$112.40; Claims, \$71,642.89; Payroll, \$290,834.66; Capital Outlay Fund: Claims, \$13,401.20; Special Education Fund: Claims, \$32,912.70; Payroll, \$61,100.44; Food Service Fund: Claims, \$26,016.18; Preschool Fund: Payroll, \$8,991.52; Custodial Fund: ACH Fees, \$2,352.22; Claims, \$75,107.03.

**Receipts:** General Fund: Local Sources, \$52,958.10; Intermediate Sources, \$1,036.21; State Sources, \$303,047.52; Capital Outlay Fund: Local Sources, \$12,168.16; Special Education Fund: Local Sources, \$7,937.44; State Sources, \$3,407.00; Food Service Fund: Local Sources, \$21,993.39; Federal Sources, \$8,998.38; Preschool Fund: Local Sources, \$1,520.00; Custodial Fund: Local Sources, \$110,551.36.

**Old Business:**

None

**New Business:**

There were no conflicts of interest.

**Action 23-070:** Motion by Flanagan, second by Clark, to approve the contract with Mammoth Sports Construction for improvements at the athletic complex, including giving Superintendent Guy Johnson authorization to execute the contract and the authority to approve change orders up to \$10,000. Motion carried.

**Action 23-071:** Motion by Clark, second by Gloe, to approve the contract with Infrastructure Design Group for construction administration services. Motion carried.

**Action 23-072:** Motion by Nordstrom, second by Gloe, to appoint the following board members to represent the board at each of the five local equalization meetings: Jodi Gloe at the City of Garretson meeting, Kari Flanagan at the City of Sherman meeting, Tana Clark at the Palisades Township meeting, Shannon Nordstrom at the Edison Township meeting, and Kari Flanagan at the Highland Township meeting. Motion carried.

**Action 23-073:** Motion by Gloe, second by Flanagan, to authorize the exception to policy KG for the Girls On the Run Program. Motion carried.

**Action 23-074:** Motion by Clark, second by Gloe, to approve the recommended fees for the Driver's Education program of \$250 for Garretson School District students and \$310 for Non-Garretson School District students and to allow the District to move forward with scheduling and registration for the course. Motion carried.

The following information items were presented to the Board; Policy IIBG: Use of Computers and Networks and Policy IIBG-RAAA: Webpage Development.

The First Reading of the following was presented to the Board as a part of the policy adoption process: Policy AFC-E: Guidelines for Professional Growth - Annual Review and Evaluation.

The Second Readings of Policy JEC: School Admission and Policy JHFA: Supervision of Students were presented to the Board.

**Action 23-075:** Motion by Flanagan, second by Clark, to adopt Policy JEC: School Admission and Policy JHFA: Supervision of Students. Motion carried.

Administration provided the Board with five administrative reports:

- a. Absentee ballots/Absentee voting - Business Manager Schweitzer gave the Board information on the process of absentee voting and how absentee ballots work.
- b. Elementary Principal's Report - Principal Hoekman mentioned that FFA week included events for the elementary such as Ag. Olympics and a petting zoo. She added that the Kids Heart Challenge would conclude on Tuesday, March 14<sup>th</sup>. Next, Principal Hoekman gave the Board a brief overview of her process for observations and evaluations, along with student behaviors. Lastly, she made the Board aware that they have met with all of the companies in regards to K-2 curriculum, and that discussions are being held about the direction the District wants to go with a decision coming in the near future.
- c. High/Middle School Principal's Report - Principal McGregor gave the Board of summary of FFA week events, including dress up days, Ag. Olympics, community

and staff breakfasts, and a petting zoo. He made the Board aware that on March 6<sup>th</sup>, the 8<sup>th</sup> grade girls went to the Women in Science event in Sioux Falls, and the 8<sup>th</sup> grade boys went to the Outdoor Campus and USGS Earth Resources Observation and Science (EROS) Center in Sioux Falls. He then added that DCI Special Agent Dan Miller came and spoke to students in grades 3-12 about internet safety, digital footprint, cyberbullying, etc. Next, Principal McGregor let the Board know there will be a Pops Concert on Tuesday, March 14<sup>th</sup>. Lastly, he made the Board aware that Anna Ebbing and Caiden Maack participated in the Middle School All-State Band Concert in Huron.

- d. Superintendent's Report - Superintendent Johnson informed the Board of some parking lot lighting issues that are scheduled to be repaired. He also mentioned that Annie's Coffeehouse and a few teachers in the District hosted an opt-out discussion on Saturday, March 11. He then added that the biggest result from the Legislative session in Pierre was a 7.1% increase in funding that was approved for education. It has yet to be signed off on by the Governor, however. Lastly, he made the Board aware that he attended the National Superintendent's Conference in Texas, where he was able to listen to a handful of great speakers and attend numerous information sessions.
- e. Prairie Lakes Educational Cooperative - Board Member Gloe informed the Board that her Prairie Lakes meeting consisted of paying the bills and a brief discussion about extra contracted hours.

**Action 23-076:** Motion by Gloe, second by Flanagan, to go into executive session, pursuant to SDCL 1-25-2, subsection 1: A Personnel Matter. Motion carried. The Board entered executive session at 7:24 p.m.

President Nordstrom declared the Board out of executive session at 7:58 p.m.

**Action 23-077:** Motion by Gloe, second by Clark, to accept the resignations of Tad Heitkamp as head boys' basketball coach and Cory Buchholz as assistant boys' basketball coach. Motion carried.

**Action 23-078:** Motion by Gloe, second by Flanagan, to adjourn at 8:00 p.m. Motion carried.

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

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Board President

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Business Manager