

SCHOOL BOARD MINUTES

Regular Meeting Garretson School District #49-4 5:45 p.m. July 17, 2023

Present: Board President Shannon Nordstrom, Board Vice President Kari Flanagan, Board Member Jodi Gloe, Board Member Andy Hulscher, Superintendent Guy Johnson, & Business Manager Jacob Schweitzer. Others present: Elementary Principal Katie Hoekman, Wyatt Compton, Jacki Liester, Garrick Moritz, & Sherri Schoenfish. Board Member Tana Clark 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 requested. Superintendent Johnson asked that a bill for the complex project from Mammoth Sports Construction be added to the consent agenda.

Action 23-123: Motion by Hulscher, second by Flanagan, to approve the agenda as presented with the proposed addition. Motion carried.

Action 23-124: Motion by Flanagan, second by Hulscher, to approve the following consent agenda items as presented. Approval of payments for June 2023 claims, approval of the financial statements for June 2023, approval of the SDSU Field Experience memorandum of agreement, approval of the contract renewal with Lunchtime Solutions, Inc., and approval of the following contracts: Denae Bass (2nd Grade Teacher, \$52,140), Reece Moehlenbrink (Drop Junior High Football, add Assistant Varsity Football, \$3,456.75), Jill Whalen (Drop Assistant Track, add Head Girls Track, \$4,148.10), Kevin Steckler (add Junior High Football, \$3,687.20), Jacob Schweitzer (add Assistant Track, \$2,534.95), Amber Williamson (drop Science Fair), Tracy Stallman (add Oral Interp., \$2,304.50, add Science Fair Advisor, \$921.80). Motion carried.

GARRETSON SCHOOL DISTRICT #49-4

CLAIMS PAID JULY 17, 2023

GENERAL FUND

A-1 PUMPING & EXCAVATING, INC., PUMPING OF SHOP PITS, \$231.85; A-OX WELDING SUPPLY CO., INC., AG. CYLINDER RENTALS, \$61.75; ALL AROUND WELDING, BUS REPAIRS/BUILD BLEACHERS, \$2,222.50; ALLIANCE COMMUNICATIONS, JULY 2023 INTERNET & PHONE SERVICES, \$746.00; ASSOCIATED SCHOOL BOARDS OF SOUTH DAKOTA, NEW SCHOOL BOARD MEMBER COURSE, \$25.00; BMI, 2023-2024 MUSIC LICENSE FEE, \$162.51; BOK FINANCIAL, ANNUAL FEE- DISSEMINATION AGENT, \$350.00; CITY OF GARRETSON, GAS/SEWER/WATER, \$916.47; CLIMATE SYSTEMS, INC., PREVENTIVE MAINTENANCE, \$4,490.50; COLLEGE BOARD, 2023 USED AP EXAMS, \$1,493.00; DAKTRONICS, INC., SCOREBOARD REPAIRS/PARTS, \$6,938.75; DIAMOND VOGEL, INC., PAINT, \$811.80; GARRETSON GAZETTE, MAY 2023 BOARD MINUTES PUBLICATION/DESTRUCTION OF RECORDS, \$38.70; GARRETSON SCHOOL DISTRICT CUSTODIAL ACCOUNT, JUNE 2023 IMPREST ACCOUNT REIMBURSEMENT, \$15,644.74; GRAHAM TIRE, TIRES, \$1,357.52; GREEN EGGS & RAM, ATTEMPTED DATA RECOVERY FROM LAPTOP, \$45.00; HEALTHEQUITY, JUNE 2023 HEALTH SAVINGS ACCOUNT FEES, \$14.00; HILLYARD, GYM FLOOR WAXING/SUPPLIES, \$6,307.99; HORACE MANN, MAY 2023 ADMIN. FEES/JUNE 2023 PAYROLL ACH'S/FEES, \$531.13; I-STATE TRUCK CENTERS, SEATBACKS, \$339.78; INFINITE CAMPUS, ANNUAL LICENSE/SUPPORT/REPORTS FEE, \$500.00; LODGE AT DEADWOOD, PRINCIPALS

CONFERENCE- HOTEL STAY, \$745.00; MEDICAID, FISCAL YEAR 2023 QUARTER 1 ADMIN. FEE, \$160.80; MENARDS, CLEANING/MAINTENANCE SUPPLIES, \$731.11; NELSON, REID, DEPARTMENT OF TRANSPORTATION PHYSICAL- REIMBURSE, \$150.00; OLSON'S PEST TECHNICIANS, BIMONTHLY PEST CONTROL SERVICES, \$95.00; PALISADES OIL, #2 CLEAR DIESEL FUEL/MOUNT & BALANCE TIRES, \$3,325.13; SANFORD HEALTH OCCUPATIONAL MEDICINE, DEPARTMENT OF TRANSPORTATION EXAM, \$100.00; SAVVAS LEARNING COMPANY, LLC, CLASS WORKBOOKS, \$4,437.60; SCHOOL ADMINISTRATORS OF SOUTH DAKOTA, ADMINISTRATION MEMBERSHIP, \$1,222.00; SOUTH DAKOTA RETIREMENT SYSTEM, SPECIAL PAY PLAN, \$5,205.00; SHI INTERNATIONAL CORP., WINDOWS SOFTWARE, \$2,994.54; SOUTH DAKOTA HIGH SCHOOL ACTIVITIES ASSOCIATION, 2022-2023 RULE BOOK, \$278.00; STEVE'S ELECTRIC & PLUMBING, INC., AMP CONTACTOR, \$169.31; STURDEVANT'S AUTO PARTS, FUEL/OIL FILTERS, \$113.82; TECHNOLOGY & INNOVATION IN EDUCATION, 2023-2024 MEMBERSHIP DUES, \$1,650.00; WAGeworks, JUNE 2023 ACH FEES, \$2,850.11; WASTE MANAGEMENT, JULY 2023 GARBAGE & RECYCLING SERVICES, \$637.75; WILLIAM H. SADLER, INC., CURRICULUM, \$1,694.20; XCEL ENERGY, APRIL-MAY 2023 ELECTRICITY, \$6,560.00;
TOTAL GENERAL FUND, \$76,348.36

CAPITAL OUTLAY FUND

ACCESS SYSTEMS, JULY 2023 SERVICES/PRINTER SERVICES, \$1,445.18; GARRETSON SCHOOL DISTRICT CUSTODIAL ACCOUNT, JUNE 2023 IMPREST ACCOUNT REIMBURSEMENT, \$30,627.78; HAUFF MID-AMERICA SPORTS, MEN'S BASKETBALL JERSEYS, \$1,718.50; INFRASTRUCTURE DESIGN GROUP, INC., PROFESSIONAL SERVICES, \$11,375.28; RIDDELL ALL AMERICAN SPORTS CORP., FOOTBALL EQUIPMENT/EQUIPMENT REPAIRS, \$10,930.76;
TOTAL CAPITAL OUTLAY FUND, \$56,097.50

SPECIAL EDUCATION FUND

CHILDREN'S HOME SOCIETY, JUNE 2023 TUITION, \$5,542.27; GARRETSON SCHOOL DISTRICT CUSTODIAL ACCOUNT, JUNE 2023 IMPREST ACCOUNT REIMBURSEMENT, \$5,806.30; GOODCARE, LLC, JUNE 2023 OCCUPATIONAL/PHYSICAL THERAPY, \$1,274.05; INTERPRECORPS, MAY 2023 INTERPRETER SERVICES, \$3,175.20; PRAIRIE LAKES EDUCATIONAL COOPERATIVE, JUNE 2023 SERVICES/2022-2023 PAYABLES, \$6,801.25;
TOTAL SPECIAL EDUCATION FUND, \$22,599.07

CAPITAL PROJECTS FUND

MAMMOTH SPORTS CONSTRUCTION, COMPLEX PROJECT- APPLICATION #3, \$603,090.76;
TOTAL CAPITAL PROJECTS FUND, \$603,090.76

FOOD SERVICE FUND

INFINITE CAMPUS, ANNUAL LICENSE/SUPPORT/REPORTS FEE, \$1,104.00;
TOTAL FOOD SERVICE FUND, \$1,104.00

TOTAL CLAIMS: \$759,239.69

IMPREST CHECKS

JUNE 2023

GENERAL FUND IMPREST CHECKS

BENNETT, MICHELE, LEGAL SERVICES, \$200.00; BERESFORD SCHOOL DISTRICT #61-2, LARGE GROUP CONTEST ENTRY FEE, \$150.00; CASH, STATE GOLF PRACTICE ROUNDS, \$230.00; FIRST BANK & TRUST CREDIT CARD, AMAZON- BUSINESS OFFICE SUPPLIES, \$215.98; FIRST BANK & TRUST CREDIT CARD, AMAZON- COUNSELOR SUPPLIES, \$837.45; FIRST BANK & TRUST CREDIT CARD, AMAZON- JANITORIAL SUPPLIES, \$241.12; FIRST BANK & TRUST CREDIT CARD, COUNCIL ON COLLEGE ADMISSIONS- WORKSHOP REGISTRATION, \$90.00; FIRST BANK & TRUST CREDIT CARD, FIRST BANK & TRUST-

INTEREST, \$0.61; FIRST BANK & TRUST CREDIT CARD, KIBBLE EQUIPMENT- MAINTENANCE SUPPLIES, \$15.96; FIRST BANK & TRUST CREDIT CARD, LAKES BAR & GRILL- BIG EAST CONFERENCE MEETING, \$49.50; FIRST BANK & TRUST CREDIT CARD, MCDONALD'S- BUSINESS MANAGER CONFERENCE- MEAL, \$3.76; FIRST BANK & TRUST CREDIT CARD, OAK RIDGE NURSERY- MULCH, \$105.00; FIRST BANK & TRUST CREDIT CARD, TACO JOHN'S- BUSINESS MANAGER CONFERENCE- MEAL, \$11.16; FIRST DAKOTA INDEMNITY CO., FISCAL YEAR 2024 WORKER'S COMPENSATION INSURANCE, \$8,858.00; HEUMILLER, JACOB, STATE GOLF HOTEL ROOMS- REIMBURSEMENT, \$1,086.00; HOLMES MURPHY & ASSOCIATES, LLC, FISCAL YEAR 2024 CYBER INSURANCE POLICY, \$2,410.00; PERFORMANCE PRESS, INC., DIPLOMAS/GRADUATION PROGRAMS/COLLAGE, \$1,095.20; SOUTH DAKOTA RETIREMENT SYSTEM, PARTICIPANT FEE- SOUTH DAKOTA RETIREMENT PLAN, \$45.00;
TOTAL GENERAL FUND IMPREST CHECKS, \$15,644.74;

CAPITAL OUTLAY FUND IMPREST CHECKS

FIRST BANK & TRUST, CAPITAL OUTLAY CERTIFICATE- BOND REGISTRAR/PAYING AGENT, \$350.00; FIRST BANK & TRUST, CAPITAL OUTLAY CERTIFICATE- INTEREST, \$30,277.78;
TOTAL CAPITAL OUTLAY FUND IMPREST CHECKS, \$30,627.78;

SPECIAL EDUCATION FUND IMPREST CHECKS

FIRST BANK & TRUST CREDIT CARD, SOUTH DAKOTA BOARD OF REGENTS- TUITION, \$5,806.30;
TOTAL SPECIAL EDUCATION FUND IMPREST CHECKS, \$5,806.30;

TOTAL IMPREST CHECKS: \$52,078.82

Financial Report

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

Cash Balances as of June 30, 2023: General Fund: \$624,140.04; Capital Outlay Fund: \$2,431,495.10; Special Education Fund: \$131,781.65; Capital Projects Fund: \$1,306,348.37; Food Service Fund: \$237,525.44; Driver's Education Fund: \$10,212.22; Preschool Fund: (\$34,984.83); Custodial Fund: \$65,255.94.

Expenditures: General Fund: ACH Fees, \$273.40; Claims, \$40,706.19; Payroll, \$266,154.46; Capital Outlay Fund: Claims, \$250,609.41; Special Education Fund: Claims, \$49,906.31; Payroll, \$37,567.37; Capital Projects Fund: Claims, \$839,340.63; Food Service Fund: Claims, \$31,470.69; Driver's Education Fund: Claims, \$250.00; Payroll, \$5,877.69; Preschool Fund: Payroll, \$6,243.87; Custodial Fund: ACH Fees, \$3,282.84; Claims, \$113,134.63.

Receipts: General Fund: Local Sources, \$176,955.02; Intermediate Sources, \$951.58; State Sources, \$156,734.91; Capital Outlay Fund: Local Sources, \$126,460.72; Special Education Fund: Local Sources, \$73,869.26; State Sources, \$3,894.00; Food Service Fund: Local Sources, \$227.40; State Sources, \$696.52; Federal Sources, \$10,411.89; Driver's Education Fund: Local Sources, \$250.00; Custodial Fund: Local Sources, \$105,475.79.

Old Business:

President Nordstrom, the rest of the Board, and administration thanked and acknowledged Flanagan for her nine years of service to the school board.

Action 23-125: Motion by Gloe, second by Flanagan, to adjourn at 5:55 p.m. Motion carried.

Business Manager Schweitzer administered the Oath of Office to Wyatt Compton and Andy Hulscher.

Superintendent Johnson ran the meeting until the Board chose officers.

Action 24-001: Nomination by Gloe, second by Hulscher, to nominate Shannon Nordstrom as Chairperson of the Board. Nomination carried.

Action 24-002: Motion by Compton, second by Gloe, that nominations cease for Chairperson of the Board. Motion carried.

Nordstrom will serve as Board Chairperson until the July 2024 board meeting. As Board Chairperson, Nordstrom presided over the remainder of the meeting.

Action 24-003: Nomination by Gloe, second by Compton, to nominate Andy Hulscher as Vice Chairperson of the Board. Nomination carried.

Action 24-004: Motion by Nordstrom, second by Gloe, that nominations cease for Vice Chairperson of the Board. Motion carried.

Hulscher will serve as Board Vice Chairperson until the July 2024 board meeting.

Action 24-005: Motion by Gloe, second by Compton, to authorize payment of claims for the 2024 fiscal year. Motion carried.

New Business:

Action 24-006: Motion by Gloe, second by Compton, to designate Business Manager Schweitzer as custodian of all bank accounts, to designate Business Manager Schweitzer as Treasurer of School Food Services and Custodial accounts, to authorize Superintendent Johnson as the purchasing agent, to designate First Bank & Trust as official depository, to designate Vice Chairperson Hulscher, in addition to Chairperson Nordstrom, to countersign checks drawn by the Business Manager, to authorize Superintendent Johnson as federal representative for all program applications and to authorize Business Manager Schweitzer as federal representative for fiscal responsibility and approval of federal funding, to designate Superintendent Johnson as the Truancy Officer, to designate Board Chairperson Nordstrom as hearing official for the School Breakfast & Lunch Programs, to join the ASBSD Emergency School Bus Mutual Assistance Pact, to approve membership to ASBSD & SDUSA, to set the School Board Election as the second Tuesday in April, in conjunction with the City of Garretson's election, April 9, 2024, to designate Samuel D. Kerr, of Lynn, Jackson, Shultz & Lebrun, P.C. as the School Attorney, to designate the Garretson Gazette as the official newspaper, and to authorize the agreement to continue membership with the Prairie Lakes Coop. Motion carried.

Action 24-007: Motion by Compton, second by Hulscher, to set the official meeting date and time of the Board meetings as the second Monday of each month at 6:00 p.m. Motion carried.

Action 24-008: Motion by Hulscher, second by Compton, to adopt a resolution to allow the Business Manager the authority to pay Aflac, Alliance Communications (internet),

Chesterman Co., City of Garretson (gas/sewer/water), Delta Dental, First Bank & Trust Credit Cards, First Dakota Indemnity Co., Horace Mann, Northern Plains Insurance Pool, Standard Life Insurance, Vision Service Plan, and Xcel Energy when due, prior to the approval of monthly bills, to adopt a resolution to establish an Imprest Fund and set the Fund at \$30,000, to adopt a resolution to allow the Business Manager to invest school district funds, and to set a bond for the Business Manager & Assistant to the Business Manager at \$100,000 each. Motion carried.

Action 24-009: Motion by Compton, second by Gloe, to set the School Board Member Salary at \$60.00 per meeting. Motion carried.

Action 24-010: Motion by Gloe, second by Hulscher, to set Substitute pay at \$140.00 per day and \$145.00 per day beyond ten consecutive days. Motion carried.

Action 24-011: Motion by Compton, second by Hulscher, to participate in the National School Breakfast & Lunch Program and set the prices for adults at \$4.95 per meal for lunch and \$2.75 per meal for breakfast, for grades 6-8 at \$3.45 per meal for lunch, for grades 9-12 at \$3.50 per meal for lunch, for grades 6-12 at \$2.25 per meal for breakfast, for grades K-5 at \$3.40 per meal for lunch and \$2.20 per meal for breakfast, for reduced at \$0.40 per meal for lunch and \$0.30 per meal for breakfast, and \$0.50 per carton of milk.

A budget hearing was held at 6:18 p.m.

Action 24-012: Motion by Hulscher, second by Compton, to increase preschool tuition/fees from \$190 to \$200 per month. Motion carried.

Action 24-013: Motion by Compton, second by Hulscher, to set prices for admission to school events at \$4 for students and \$6 for adults. Motion carried.

Action 24-014: Motion by Nordstrom, second by Compton, to set activity ticket prices at \$25 for students and \$50 for adults. Motion carried.

There were no conflicts of interest.

Action 24-015: Motion by Nordstrom, second by Hulscher, to cast the Garretson School District ballot for Ryan Rollinger and Adam Shaw for the South Dakota High School Activities Association runoff election. Motion carried.

There were no information items presented.

There were no First Readings.

There were no Second Readings.

Administration provided the Board with four administrative reports:

- a. SDCL - Superintendent Johnson brought a few updates to the Board's attention as it relates to education, including truancy and juvenal justice oversight.
- b. ASBSD/SASD Joint Conference - Superintendent Johnson made the Board aware that the ASBSD/SASD Joint Conference would be taking place August 3 & 4 in Sioux Falls. He also asked the Board what dates would work for a school board training. This is scheduled for August 29th at 6:00 p.m.

- c. Superintendent's Report - Superintendent Johnson gave the Board updates on the electric buses and complex project.
- d. Prairie Lakes Educational Cooperative - Board Member Gloe informed the Board that the Prairie Lakes meeting consisted of paying the bills and a discussion on payroll.

Action 24-016: Motion by Gloe, second by Hulscher, to adjourn at 7:16 p.m. Motion carried.

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

Board President

Business Manager