

**UNOFFICIAL MINUTES  
REGULAR SCHOOL BOARD MEETING  
ALCESTER-HUDSON SCHOOL DISTRICT #61-1  
July 10, 2023**

A. School Board President Jay Hallaway called the meeting to order at 7:01 p.m. at the Alcester-Hudson High School conference room with the following school board members present: Jay Hallaway, Jen Wennblom, Dawn Butzer, Travis Stene, Justin Teunissen and Jessy Paulson. Absent was Amanda Beeler. Also present were Natalie Stene, Tim Rhead, and Jason Van Engen.

*NOTICE IS HEREBY GIVEN THAT THE SCHOOL BOARD OF ALCESTER-HUDSON SCHOOL DISTRICT 61-1 IS NOW OPENING THE PUBLIC HEARING OF THE 2023-2024 SCHOOL BUDGET. THE PURPOSE OF SAID HEARING IS FOR CONSIDERATION OF THE 2023-2024 BUDGET, FOR THE FISCAL YEAR JULY 1, 2023 TO JUNE 30, 2024 AND ITS SUPPORTING DATA.*

**B. PLEDGE OF ALLEGIANCE**

**C. START THE REGULAR MONTHLY MEETING AND REVIEW VOUCHERS FOR CONSENT AGENDA**

**D. RECOGNITION OF VISITORS**

**E. PUBLIC INPUT**

**F. ADDITIONS TO THE AGENDA**

Item number 19 was added to the agenda.

1. A motion was made by Dawn Butzer and seconded by Justin Teunissen to approve the agenda. All voted aye. Motion carried.

**G. CONSENT AGENDA**

1. A motion was made by Justin Teunissen and seconded by Jen Wennblom to approve the June 12, 2023 regular school board meeting minutes, to approve the Activity, Athletic, Business Manager, Lunch and Imprest Fund Reports, to approve all claims for payment from the 2022-2023 budget, and the following District reports:

(1) **Business Manager's Report--General Fund**, Beginning Balance \$697,450.83, Receipts Local \$75,209.32, County \$2,597.76, State \$117,982, Federal \$40,088, Expenditures (\$277,647.18), Ending Balance \$655,680.73. **Music Trip Fund**, Balance \$17,115.66. **Capital Outlay Fund**, Beginning Balance \$2,280,784.89, Receipts Local 62,069.74, Expenditures (\$26,804.72) Ending Balance \$2,316,049.91. **Special Education Fund**, Beginning Balance \$181,941.86, Receipts Local \$43,778.65, Expenditures (\$32,627.25), Ending Balance \$193,093.26. **Bond Redemption Fund**, Beginning Balance \$357,595.96, Receipts Local \$31,343.91, Expenditures (\$825) Ending Balance \$388,114.87.

(2) **The Trust and Agency Fund Report**--Beginning Balance \$124,979.59, Receipts Local \$58,504.71, Expenditures (\$98,433.74), Ending Balance \$85,050.56

(3) **The Lunch Fund Report**- Beginning Balance \$58,766.09, Receipts Local \$4.33, State

\$494.44, Federal \$3,180.91, Expenditures (\$6,121.74), Ending Balance \$56,324.03

(4) **Drivers Education Fund**--Beginning Balance \$16,459.30, Expenditures (\$1,163.41), Ending Balance \$15,295.89

And to approve the following claims from the 2022-2023 Budget: ALCESTER QUICK STOP, FUEL, 354.53 , AMAZON CAPITAL SERVICES, SUPPLIES, 156.90 , AUTOMATIC BUILDING CONTROLS, REPAIRS, 812.41 , BEEF LOGIC INC, AWARD RETURN, 100.00 , COLE PAPER COMPANY, REPAIRS, 87.97 , DAKOTA ALIGNMENT & FRAME SERVICE, BUS REPAIR, 3,884.50 , DE LAGE LANDEN PUBLIC FINANCE, COPIER LEASE, 385.58 , DEKOCK, MARK , REPAIRS, 1,111.21 , DRIESEN, LUKAS , GROUNDS IMPROVEMENT, 1,168.30 , HAISCH, KRISTIN , FUEL, 29.13 , HARLOW'S BUS SALES, INC., BUS REPAIR, 406.73 , HAUFF MID-AMERICA SPORTS, INC., SPORTS PINS, 91.00 , HONGSLO, CAROLYN , OFFICE SUPPLIES, 18.87 , INFINITE CAMPUS, TRAINING, 150.00 , INTERSTATE ALL BATTERY CENTER, SUPPLIES, 63.15 , JOHNSON CONTROLS, CAMERAS, 2,489.79 , LEWIS MACHINE, BUS REPAIR, 5,093.94 , LOREN FISCHER DISPOSAL, SERVICES, 202.00 , MARLOW, WOODWARD & HUFF, PROF. LLC, SERVICES, 428.00 , MIDAMERICAN ENERGY COMPANY, UTILITIES, 1,634.46 , NEW CENTURY PRESS, LEGALS, 153.08 , OLSON'S ACE HARDWARE, SUPPLIES, 121.94 , PITNEY BOWES GLOBAL FINANCIAL, RENTAL, 315.00 , PRECISION IRRIGATION & LAWN CARE, GROUNDS IMPROVEMENT, 6,767.00 , PURCHASE POWER, POSTAGE, 520.99 , SANFORD HEALTH, IMPACT TESTING, 500.00 , SDHSAA, RULE BOOK, 52.00 , SOUTHEAST AREA COOPERATIVE, SERVICES, 1,033.48 , TOTAL STOP FOOD STORE, ASP SUPPLIES, 296.37 , TOTAL STOP FOOD STORE, FOOD, 156.72, VERIZON WIRELESS, CELL PHONES, 134.86 , VISA, FUEL/ASP SUPPLIES, 842.01 , VISA, ASP SUPPLIES, 364.96 , WOODBURY COUNTY CONSERVATION, ASP FIELD TRIP, 29.00 , XTREME FIRE PROTECTION, LLC, SPRINKLER INSPECTION, 200.00 , BAETE-FORSETH HVAC, SERVICES, 600.00 , CENEX FLEET FUELING, FUEL, 625.16 , CITY OF ALCESTER, UTILITES, 1,118.98 , CLAY, CLARK , SERVICES, 50.00 , DAKOTA ALIGNMENT & FRAME SERVICE, BUS REPAIR, 459.66 , FILLIN STATION, BUS REPAIRS, 1,915.92 , FLUIT, MELISSA , CLOSE LUNCH, 78.00 , GRAHAM TIRE SF NORTH, TIRES, 320.00 , JANSEN, ERIN , CLOSE LUNCH, 76.50 , MILLER, AMANDA , CLOSE LUNCH, 20.85 , NEW CENTURY PRESS, ADVERTISING, 43.60 , OLIGNMUELLER, HEIDI , CLOSE LUNCH, 80.00 , OSTERKAMP, JOHN , CLOSE LUNCH, 16.75 , PETE`S PRODUCE, SUPPLIES, 220.31 , PRESTO X, PEST CONTROL, 65.88 , RENKEN, KIM , CLOSE LUNCH, 10.95 , SOUTHEASTERN ELECTRIC COOP, UTILITIES, 5,198.20 , STORY, MARIE , CLOSE LUNCH, 6.50 , TIME MANAGEMENT SYSTEMS, TIME KEEPING SOFTWARE, 180.88 , TOTAL STOP FOOD STORE, SUPPLIES, 59.58 , TRI-STATE READY MIX, INC., CONCRETE, 272.50 , **TOTAL 41,576.10**

**Payroll & Benefits** Total \$145,468.12 (1) Instruction General Fund \$75,487.68 (2) Instruction Special Ed Fund \$11,514.42(3) Instruction Title/REAP/ASP \$11,922.26 (4) Support Services \$39,329.30 (5) Extra-Curricular \$6,013.69 (6) Food Service/Drivers Ed \$1,200.77

All voted aye. Motion carried.

## H. OLD BUSINESS.

1. A motion was made by Jessy Paulson and seconded by Dawn Butzer to approve budget amendments for the 2022-2023 budget as follows.
  - a. Transfer of Funds from Capital Outlay to General Fund per budget of \$100,000.00

All voted aye. Motion carried.

## I. SUPERINTENDENT'S REPORT

- joint convention August 3<sup>rd</sup> & 4<sup>th</sup>
- old high school
- summer projects

**J. PRINCIPAL'S REPORT** – FCCLA did very well at Nationals, still looking for a PE/Computer teacher.

## K. NEW BUSINESS.

As per state statute, approved for publishing in *Alcester Union & Hudsonite* the following Administrative/Directors Contracts, Support Services Contracts, Certified Contracts and Classified Work Agreements for the 2023-2024 school year: **ADMINISTRATORS:** Tim Rhead 230 days Superintendent/ Elementary Principal \$103,000/ Transportation Director \$6,000 total \$109,000, Natalie Stene 225 days, Business Manager \$57,000, Jason Van Engen 200 days, Secondary Principal \$72,000, **CERTIFIED STAFF:** Creighton Allen, \$46,000/JH Football \$2,208/JH Track \$1,804 total \$50,012, Kayla Anderson, \$44,650, Robyn Axtell, \$48,350, Lynette Busch, \$58,750, Nola Conner, \$49,050, Shana Doering, \$54,650/Natl Honor Society \$625.63 total \$55,275.63, Kelli Erickson, \$53,750, Lexy Foss, \$48,350, Sarah Gates, \$51,500, Daniele Geis, \$45,100/HS Vocal \$1,804/JH Vocal \$902/EL Vocal \$902 total \$48,708, James Greene, \$52,250/Math Olympiad \$442 total \$52,692, Brian Haak, \$54,750/HS Football \$5,005/JV Assistant HS Girls Basketball \$3,483.75/JH Track \$2,002/FB Field Maintenance \$905.78 total \$66,146.53, Shannon Hames, \$52,850/HS Girls Basketball \$5,505.50/HS Girls Track \$4,626.50 total \$62,982, Amber Harris, 75% time \$36,525, Molly Homandberg, \$48,500, Kathy Johannsen \$22.50 hr/16 hrs/week, Mitchell Johnson, \$45,100/Assistant HS Football \$3,089.35/HS Boys Track \$4,284.50/FB Field Maintenance 870.68/Athletic Director \$8,840 total \$62,184.53, Tiffany Johnson, \$52,650, MaryEllen Kennedy, \$44,650/Band \$4,331.05 total \$48,981.05, Joseph Kvale \$46,100/Head Play \$1,750/ Cross Country \$3,171.88 total \$51,021.88, Brittany Lormis \$44,200, Linda Merrick \$60,800, Joseph Miller \$46,000/ JH Boys Basketball \$2,121.60 total \$48,121.60, Tyleen Nygard \$45,550/JH Girls Basketball \$2,164.80 total \$47,714.80, Brigita Rasmussen \$44,650/FFA \$3,315 total \$47,965, Jamie Ronquillo \$46,000/Student Council \$893/Prom \$2,055.30 total \$48,948.30. Hailey Schroeder \$48,650/Elem Student Council \$455.50 total \$49,105.50, Rebecca Solberg \$54,900/Elem Student Council \$455.50 total \$55,355.50, Aranda Stai \$48,700, Hannah Swanson \$53,550/JH Volleyball \$2,294.40 total \$55,844.40, Hillary Terpstra \$47,600/FCCLA \$3,585/Golf \$3,243.48 total \$54,428.48, **CLASSIFIED STAFF:** Katie Anderson \$16.20/hr, Neal Barnes \$24.85/hr, Kathy Behnke \$21.48/hr, Pat Bunkoske \$16.12/hr, Erika Dreckman \$17.55/hr, Melanie Dumas \$16.49/hr, Kristin Haisch \$16.35/hr/JH Volleyball \$2,164.80,

Carolyn Hongslo \$16.82/hr/Concessions Manager \$2,480.50, Jenna Klarenbeck \$15.20/hr, Tammy Lewis \$19.57/hr, Mary Beth Lundberg \$21.96/hr, Mike Manning \$20.42/hr, Terri Nygard \$21.16/hr, Ashley Oberg \$17.77/hr, Sandy Saugstad \$21.16/hr, Danyel Schouten \$20.63/hr, Jon Serck \$17.40, Renee Swets \$17.77/hr, Samantha Tinklepaugh \$16.39/hr, Ali Van Muyden \$17.85/hr, Amanda Wielenga \$18.51/hr, **BUS DRIVERS:** Clay Clark \$40/route \$12/hr activities, Scott Conner \$40/route \$12/hr activities, Richard Fagre \$40/route \$12/hr activities, Steve Johannsen \$40/route \$12/hr activities, Chad Nelson \$40/route \$12/hr activities, Tim Rhead \$40/route \$12/hr activities, Warren Wilkens \$40/route \$12/hr activities. **OTHER COACHES:** Grant Johnson HS Boys Basketball \$4,862.00, Nathan Johnson Asst Football \$3,151, Dean Moller HS Girls Softball \$4,199, Kevin Pies Asst HS Girls Softball \$1,768, Phil Serck Wrestling \$5,505.50 Nathan Solberg JH Girls Basketball \$2,164.80, Randy Walth \$2,229.60 Jr High Football.

1. A motion was made by Travis Stene and seconded by Jessy Paulson to adjourn the 2022-2023 Board of Education and reopen as the 2023-2024 Board of Education. All voted aye. Motion carried.

2. A motion was made by Jay Hallaway and seconded by Dawn Butzer to declare Jay Hallaway as Board of Education Member with term expiring July 1, 2025, and Justin Teunissen as Board of Education Member with term expiring July 1, 2026, and Jen Wennblom as Board of Education Member with term expiring July 1, 2026. Due to no contested vacancies, there was no election. A concurrent motion is necessary to issue a certificate of election and to officially administer the oath of office. All voted aye. Motion carried.

3. A motion was made by Jessy Paulson and seconded by Justin Teunissen to approve and make public any conflicts of interest between board members and the Alcester-Hudson School District. Conflicts of interest received were as follows.

Travis Stene – wife Natalie Stene is Business Manager. He will abstain from negotiations, evaluations and reimbursements for Natalie Stene.

Natalie Stene – husband, Travis Stene is a school board member

All voted aye. Motion carried.

4. A motion was made by Travis Stene and seconded by Justin Teunissen to elect Jay Hallaway as Board Chairperson for the 2023-2024 school term. All voted aye. Motion carried.

5. A motion was made by Justin Teunissen and seconded by Jen Wennblom to elect Amanda Beeler as Board Vice-Chairperson for the 2023-2024 school term. All voted aye. Motion carried.

6. A motion was made by Dawn Butzer and seconded by Travis Stene to consider all claims and approve payment from the 2023-2024 budget. All voted aye. Motion carried.

ALLIANCE COMMUNICATIONS, UTILITIES, 924.00 , AMAZON CAPITAL SERVICES, SUPPLIES, 1,803.44 , ARGUS LEADER, SUBSCRIPTION, 182.71 , ASSOCIATED SCHOOL

BOARDS OF SD, DUES, 1,131.73 , BOOK SYSTEMS, SUBSCRIPTION, 1,590.00 , BSN SPORTS, LLC, SUPPLIES, 13,812.56 , CENTURY BUSINESS PRODUCTS, COPIER LEASE, 1,064.09 , CHANNING BETE COMPANY, COLORING BOOKS, 47.45 , COLE PAPER COMPANY, SUPPLIES, 448.65 , COMBINED BUILDING SPECIALTIES, LOCKERS, 24,970.00 , CULLIGAN WATER CONDITIONING, SOFTWARE CONTRACT, 35.00 , DE LAGE LANDEN PUBLIC FINANCE, COPIER LEASE, 385.58 , EASYVISTA, INC, ONLINE BACKUP, 528.30 , EBOARDSOLUTIONS, INC., ONLINE POLICY, 1,000.00 , EDMENTUM, ONLINE COURSEWARE, 2,825.80 , EMC INSURANCE COMPANY, INSURANCE, 15,162.02 , FIRST DAKOTA INDEMNITY COMPANY, WORK COMP, 10,282.00 , GOPHER, SUPPLIES, 491.68 , GRAVES, TRAVIS , IT SERVICES, 1,400.00 , HUNTINGTON NATIONAL BANK, VIDEO BOARD, 25,148.84 , INFINITE CAMPUS, SERVICES, 842.40 , JUNIOR LIBRARY GUILD, SUBSCRIPTION, 3,526.83 , LEAD-DEADWOOD SCHOOL DISTRICT, SUPPORT, 900.00 , LEWIS MACHINE, BUS TUNEUP, 556.02 , LIMINEX INC, SUBSCRIPTION, 2,501.00 , MATHEMATICAL OLYMPIADS, MEMBERSHIP, 175.00 , NO RED INK CORP, CURRICULUM, 3,100.00, OVERDRIVE, SUBSCRIPTION, 750.00 , PLATFORM ATHLETICS INC., SUBSCRIPTION, 1,000.00 , RENAISSANCE LEARNING, INC., SUBSCRIPTION, 4,705.50 , RIDDELL/ALL AMERICAN SPORTS CORP., UNIFORMS, 3,462.48 , SASD TREASURER, CONFERENCE, 200.00 , SAVVAS LEARNING COMPANY, CURRICULUM, 25,035.96 , SCHOENEMAN BROS. CO., DRYWALL, 107.74 , SHI INTERNATIONAL CORP, MICROSOFT LICENSING 23-24, 2,821.70 , SOFTWARE UNLIMITED, INC., SUBSCRIPTION, 9,899.00 , SPORTS TICKET LIVE LLC, EQUIPMENT, 4,056.00 , SPRING CREEK FARMS INC., BUS BARN RENT, 700.00 , TECHNOLOGY & INNOVATION, MEMBERSHIP DUES, 1,250.00 , TUNSTALL'S TEACHING TIDBITS LLC, SERVICES, 3,000.00 , US BANK ST PAUL, BOND PAYMENT, 440,466.25 , VERIZON WIRELESS, CELL PHONE, 134.89 **TOTAL 612,424.62**

7. A motion was made by Travis Stene and seconded by Dawn Butzer to affirm the committee appointments:

**Building Committee** Travis Stene, Justin Teunissen, Jessy Paulson  
**Negotiation Committee** Dawn Butzer, Jen Wennblom, Amanda Beeler  
**Bus Transportation** Travis Stene, Jay Hallaway, Justin Teunissen  
**Southeast Cooperative Board** Amanda Beeler  
**Budget Oversight Committee** Jay Hallaway, Dawn Butzer

All voted aye. Motion carried.

8. A motion was made by Dawn Butzer and seconded by Jessy Paulson to participate in the Emergency Bus Pact for the 2023-2024 school year. All voted aye. Motion carried.

9. A motion was made by Justin Teunissen and seconded by Jen Wennblom to approve the following resignations and assess any liquidated damages per negotiated agreement applicable. The board thanks these individuals for their years of service

- a. Lisa Greene
- b. Jordan Butcher

10. A motion was made by Jessy Paulson and seconded by Travis Stene to declare the following items as surplus for disposal, 5 track tops and 4 bottoms, 10 blue and 5 white football jerseys, 64 Samsung Chromebook, 40 HP Chromebooks, 15 HP Stream, 11 Dell Desktops, 1 VHS Camera, 2 Ethernet Switches. All voted aye. Motion carried.

11. A motion was made by Dawn Butzer and seconded by Jen Wennblom to approve the following handbooks and policies.

- a. 2023-2024 Elementary Handbook
- b. 2023-2024 Classified Staff Handbook
- c. 2023-2024 Teacher Handbook
- d. JFCL Student Registration Sex Offenders

All voted aye. Motion carried.

12. A motion was made by Jessy Paulson and seconded by Travis Stene to give SILDL one year notice of intent not to re-new our contract for the 2024-25 school year. All voted aye. Motion carried.

13. A motion was made by Justin Teunissen and seconded by Dawn Butzer to vote for one representative for Division I and Division III for the SDHSAA. All voted aye. Motion carried.

14. A motion was made by Travis Stene and seconded by Jessy Paulson to enter into an agreement between SDSU and Alcester-Hudson for student teachers. All voted aye. Motion carried.

15. A motion was made by Dawn Butzer and seconded by Jen Wennblom to approve the resolution authorizing the issuance of individual procurement cards. All voted aye. Motion carried.

16. A motion was made by Jessy Paulson and seconded by Travis Stene to approve open enrollment student (2023-2024-1) All voted aye. Motion carried.

17. **ANNUAL CONSENT AGENDA:** A motion was made by Travis Stene and seconded by Dawn Butzer to approve the following:

- Recognize the Administration as a Collective Bargaining Group for the 2023-2024 school year.
- Recognize the Certified Staff as a Collective Bargaining Group for the 2023-2024 school year.
- Recognize the Classified Staff as a Collective Bargaining Group for the 2023-2024 school year.
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- Appoint Natalie Stene as Business Manager for the 2023-2024 school year and authorize her to invest monies whenever there are monies to invest and give her authority to enter into the Annual Food Service Agreement.

- Appoint Jason Van Engen as Title IX Coordinator for the School District.
- Appoint Superintendent Tim Rhead as truant officer, person responsible for closing school in inclement weather, and purchasing agent for the School District within the limits established by the budget and statute.
- Appoint Superintendent Tim Rhead as the person responsible for submitting the Consolidated Application
- Name depository: Premier Bank of Hudson or Alcester
- Name official newspaper - Alcester Union & Hudsonite.
- Set time and place for Board Meetings: 7:20 P.M. April-October, 6:20 P.M. November-March in the High School in Alcester or Hudson Community Center in Hudson
- Reaffirm that the district intends to cover all volunteers with their Workers Compensation Plan.
- Authorize the Chairman of the Board and the Business Manager to enter into and execute promissory notes, as necessary, for and on behalf of the District in order to provide sufficient monies in the various funds of the School District to pay current monthly obligations, it being understood that the said amount of said notes will not in any case exceed the sum of ninety-five percent of the amount of uncollected taxes as levied by the School Board for the current school fiscal year for the fund for which money is borrowed as fore stated: It being further understood that promissory notes entered into in accordance with the action are subject to ratification by the School Board at their next meeting following the effective date for said promissory notes, and that this authorization is granted with the regulations as set forth in SDCL 13-19-1 through 13-19-5.
- Set Board Members' salaries for the 2023-2024 school year at \$75/meeting.
- Set meals for approved travel at the state rate for staff
- Set meals for approved travel at \$10.00/meal for students
- Set staff mileage for approved travel at the state rate.
- Reaffirm policy that all bills are to be submitted to the Business Manager no later than the Wednesday before the regular meeting in order to prepare a listing to send to the Board Members with the Agenda.
- Set Substitute Teacher salaries:
  - PRESENT
  - \$100.00/day (Paraprofessional)
  - \$120.00/day 1-10 days (Teacher)

\$130.00/day 11-45 consecutive days (Teacher) Rate negotiable after 45 days

- Appointing Superintendent Tim Rhead as custodian of the School Board President's Signature Stamp.
- Declare the Superintendent, Principal, and Business Manager as legal signatures for the Agency Account, all school reports, and federal programs. Declare the School Board Chairman, Superintendent, and Business Manager as legal signatures for the Super Now Account, Money Market Account, and Lunch Fund Account.
- Set prices for the following: Athletic tickets: Adults-\$5.00 Out of District Students \$3.00 Activity Tickets Adults \$25, Musical/Plays Adults & Students \$5.00, Instrumental Rental \$50/year, Percussion Rental \$30/year, Credit Card Fee for processing 3.5% plus .15 (\$20.00 minimum)
- Set school lunch prices. Students K-6 \$3.20 7-12 \$3.45 Adults \$5.00 Extra Milk \$0.25
- Set school breakfast prices. Students K-12 \$1.75

All voted aye. Motion carried.

18. A motion was made by Justin Teunissen and seconded by Jen Wennblom to retain the school attorney for the fiscal year 2023-2024 to Michael F. Marlow, partner at Johnson, Miner, Marlow, Woodward & Huff, Prof. LLC. All voted aye. Motion carried.

19. A motion was made by Jessy Paulson and seconded by Dawn Butzer to approve SDHSAA Transfer of Athletic Eligibility of a student. All voted aye. Motion carried.

**L. ADJOURNMENT.** A motion was made by Justin Teunissen and seconded by Jen Wennblom to adjourn the regularly scheduled July 10, 2023 Board of Education meeting at 7:59 p.m. All voted aye. Motion carried. The next regular school board meeting will be Monday, August 14, 2023, at 7:20 p.m. at the Alcester-Hudson High School conference room.

ATTEST:

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Jay Hallaway, President

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Natalie Stene, Business Manager