

## **West Central Education District**

### **Board Meeting Minutes**

Date: November 19, 2024

6:30pm; WCED Offices Room 6

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Board Chair Uphoff called the meeting to order at 6:28 pm. Board members Rasmussen and Uphoff were present along with Superintendents Bullard, Okerlund and Winter. Superintendent Peschel and board member Dirkes were present virtually. In board member Quarfot's absence, Supt Bullard voted on his behalf. Director Hoffman, Supervisor Fevig, Administrator Hoffarth, Business Manager Evenson were also present. Janel Bitzan, CPA from berganKDV, was present virtually.

Rasmussen made a motion and Bullard seconded approval of the agenda. A clerical error was noted on the consent agenda as well as one less policy for 1st read. Motion carried unopposed.

Following a review of consent agenda items, Rasmussen moved, Bullard seconded approval of the September 9, 2024 Meeting Minutes, Treasurers' Report, Budget to Actual Comparison, Donations, and Personnel Items. Motion carried unopposed.

Under New Business, Janel Bitzan, CPA from berganKDV presented the results of the recent financial audit. Bullard moved, Rasmussen seconded; motion carried unopposed.

Under New Business, Policies 514 and 903 were presented for first reading.

Under New Business the WCED Substitute Procedure was presented. Bullard moved, Rasmussen seconded; motion carried unopposed.

Under New Business, contracts for TechCheck, ProCare, and School Project were all presented. A motion was made to approve the TechCheck contract by Bullard and seconded by Rasmussen. Motion carried unopposed. A motion was made to approve the ProCare contract by Rasmussen and seconded by Bullard. Motion carried unanimously. A motion was made by Rasmussen and seconded by Bullard to approve the School Project contract. Motion carried unopposed.

A Memorandum of Understanding (MOU) for certified staff receiving READAct training was presented. Bullard moved, Rasmussen seconded. Motion carried unopposed.

Under New Business, Director Hoffman shared the results of the pizza sales fundraiser for the SAIL Program.

Under New Business, the Non-Certified Employee Agreement for 2024-2026 was presented. Director Hoffman highlighted the changes from their previous agreement (formerly called handbook). Rasmussen moved and Bullard seconded. Motion carried unanimously.

Under Old Business, policies 102, 413, 414, 415, 418, 419, 601, 603, 616, 620, 709, 714, 721, 802, and 806 were presented for second read. Bullard moved, Rasmussen seconded. Motion carried unanimously.

Under Old Business, an amended contract from Resource Training and Solutions for School Nursing Services was presented. Rasmussen moved, Bullard seconded. Motion carried unopposed.

Under reports, Director Hoffman shared updates on the open positions, new hires, and current projects. Supervisor Fevig shared updates on SAIL, Birth-3 programming, and member district work. Administrator Hoffarth shared updates on Beacon and ALC, enrollment, and staff shoutouts.

The next meeting date and time was established. It will be January 13, 2025 at 6:30 pm at the WCED offices in Room 6. New board members will be present.

Uphoff adjourned the meeting at 7:25 pm; motion by Bullard, second by Rasmussen; motion carried unopposed.

  
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Clerk

1/13/25  
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Date