

**BOARD OF EDUCATION PROCEEDINGS  
BIG STONE CITY SCHOOL DISTRICT #25-1**

The Big Stone City School District's Board of Education met in a regular session on May 16, 2022 @ 6:00 PM in the school board room/CEO office with the following members present or absent:

Officers and others present:

Christopher Folk, CEO/Business Manager

Meeting called to order by school board president Hillary Henrich at 6:04 PM

Roll call was taken with Sue Christensen, Hillary Henrich, Jennifer Wiik and Sue Westermeyer present. Quorum established Amy VanLith was absent.

The Pledge of Allegiance was recited.

Motion by Wiik, seconded by Christensen, to approve the amended agenda. The amendment to the agenda is to add the annual school board election information per SDCL 13-7-30 as consent agenda item 7a16. 4 votes yes. Motion Carried.

Community Input Session: none

**Communication Items**

- School Board Communication: none
- Principal Report: none
- Learning Center Director Report: no report was given this month; next month quarterly financial review
- CEO/Business Manager Report: the following reports were presented; Revenue/Expenditure Summary Report, BSCS Board Report – Detail, Bills and BMO PCard, Payroll Register – Unitemized Report, Balance Sheet, Check Reconciliation Report, and Manual Journal Entry Board Report. Other items discussed; 2022-2023 Preliminary Proposed Budget per SDCL 13-11-2 and presentation, 2021-2022 Budget to Actual report, Capital Outlay 5-year Plan, first and second grade mock legislative session presented by Mr. Folk, and Dept of Legislative Audit, has reviewed and accepted the two fiscal year audit report for ending June 30, 2021.

Financial Report

		10 GENERAL FUND	21 CAPITAL OUTLAY FUND	22 SPECIAL EDUCATION FUND	51 FOOD SERVICE FUND	53 PRESCHOOL/OUT-SIDE SCHOOL TIME (OST)/LLLC FUND
April 1, 2022	BEGINNING BALANCE	(\$42,107.54)	\$149,261.09	\$152,553.55	(\$3,138.12)	\$148,179.88
	TOTAL RECEIPTS	\$87,845.89	\$8,439.82	\$5,159.25	\$16,151.80	\$24,217.43
	TOTAL DISBURSEMENTS	(\$126,197.13)	(\$417.04)	(\$11,653.10)	(\$7,877.15)	(\$30,183.57)
April 30, 2022	ENDING BALANCE	(\$80,458.78)	\$157,283.87	\$146,059.70	\$5,136.53	\$142,213.74

Certificate of Deposit – \$313,332.29

Advance Payment (Fund 11) & Flex Account (Fund 71) – \$11,078.55

Student Council (Fund 72) – \$2,063.04

The following bills were approved:

**GENERAL FUND:** ADELMAN, AMY ,(REIMBURSEMENT),89.40 ADVANCE PAYMENT FUND,(SCHOOL CHECKING FUND),194.61 BMO MASTERCARD,(PCARD),5,337.07 CASH-WA DISTRIBUTING CO, (FOOD SERVICE),820.46 CITY OF BIG STONE CITY, (UTILITIES),1,864.05 CONROY ELECTRIC INC,(MAINTENANCE & SUPPLIES),27.40 EIDE BAILLY,(FINANCIAL AUDIT),7,450.00 FOLK, CHRISTOPHER ,(REIMBURSEMENT),56.88 FOOD SERVICE FUND, (SCHOOL FOOD SERVICE FUND),40.00 GRANT COUNTY REVIEW,(ADVERTISING),45.00 HAGGERTY, SHELLEY ,(REIMBURSEMENT),50.04 MINNESOTA RIVER VALLEY EDUCATION DISTRICT,(INDEPENDENT STUDY CREDITS),540.00 NORTHWESTERN ENERGY,(UTILITIES - NATGAS),1,695.93 ORTONVILLE INDEPENDENT AND NORTHERN STAR,(ADVERTISING),45.00 ORTONVILLE PUBLIC SCHOOLS,(TUITION, TRANSPORTATION, GENERAL),874.45 RICK, HANNAH ,(REIMBURSEMENT),37.55 ROE, KRISTIN ,(REIMBURSEMENT),122.40 US FOODS,(FOOD PURCHASES),554.23

**CAPITAL OUTLAY FUND:** BMO MASTERCARD,(PCARD),1,861.52

**SPECIAL EDUCATION FUND:** BIG STONE THERAPIES INC,(THERAPY),1,366.46 GOODFELLOW, KIM ,(PSYCH SERVICE),450.00

**FOOD SERVICE FUND:** BMO MASTERCARD,(PCARD),653.01 CASH-WA DISTRIBUTING CO, (FOOD SERVICE),1,680.68 EAST SIDE JERSEY DAIRY,(SCHOOL LUNCH MILK),427.30 SNA DEPOSITORY,(CERT FEE),65.00 US FOODS,(FOOD PURCHASES),1,983.27

**PRESCHOOL/LEARNING CENTER/OST FUND:** MIDWEST POWERSPORTS,(FUNDRAISER), 3,655.00 ADVANCE PAYMENT FUND,(SCHOOL CHECKING FUND),90.00 BMO MASTERCARD,(PCARD),6,691.30 CASH-WA DISTRIBUTING CO, (FOOD SERVICE),372.48 CITY OF BIG STONE CITY, (UTILITIES),210.15 FOOD SERVICE FUND, (SCHOOL FOOD SERVICE FUND),118.25 GRANT COUNTY REVIEW,(ADVERTISING),202.92 NORTHWESTERN ENERGY,(UTILITIES - NATGAS),112.42 ORTONVILLE INDEPENDENT AND NORTHERN STAR,(ADVERTISING),108.00 US FOODS,(FOOD PURCHASES),326.15 WILLYGOAT LLC,(PLAYGROUND EQUIPMENT),11,693.00

### Action Items

Motion by Wiik, seconded by Christensen, to approve the amended **Consent Agenda**. 4 votes yes.  
Motion Carried.

- Approval of minutes from previous school board meeting(s); April 18, 2022 meeting minutes
- Approval of the financial reports
- Approval of the bills, including BMO Mastercard purchases
- Approval of the Disclosure of Conflict of Interest, if applicable.
- Approval of the certified master agreement for the 2022-2023 school year
- Approval of the classified master agreement for the 2022-2023 school year
- Approval of the certified contracts for the 2022-2023 school year
- Approval of the classified letters of assignment for the 2022-2023 school year
- Approval of the principal contract for Janelle Huber for the 2022-2023 school year
- Approval of the CEO/business manager contract for Christopher Folk for the 2022-2023 school year
- Approval of the second and final reading of Policy GBC - Staff Ethics
- Approval of Rachelle Muenchow as the 2022 Summer School Instructor.

- Approval of Shelly Anderson as 2022 Summer Food Service Program Director
- Approval of Kim Muenchow as 2022 Summer Food Service Program Cook
- Approval of Arlo Anderson as 2022 Summer Food Service Program Cook
- Approval of the annual school board election information per SDCL 13-7-30, there was not an election due to neither contested vacancy, nor any questions submitted to the voters.

**Discussion**

There were discussions on the following items:

- School Improvement Plan Timeline
- The procurement process has started for the food service program for the 2022-2023 school year.
- Next school board meeting: Based on reorg meeting, third Monday of the month: June 20, 2022 (regular meeting) at 6:00pm in the board room/CEO office.

6:37 PM, motion by Westermeyer, seconded by Christensen, to enter into executive session pursuant to SDCL 1-25-2(1) for employee matters. 4 votes yes. Motion Carried.

7:06 PM, President Henrich declared out of executive session with no motion.

Motion by Westermeyer, seconded by Wiik, to adjourn the meeting at 7:06 PM. 4 votes yes. Motion Carried.

/S/ \_\_\_\_\_  
President

/S/ \_\_\_\_\_  
Business Manager

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Approximate Cost of Publication