

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 July 20, 2020 @ 6:00 PM in the school cafeteria with the following members present or absent:

Officers and others present:

Christopher Folk, CEO/Business Manager

Shelley Haggerty, Principal

Anne Lester, Learning Center Director/Teacher

Meeting called to order by President Jennifer Wiik at 6:00 PM

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

The Pledge of Allegiance was recited.

Motion by VanLith, seconded by Henrich, to approve the proposed agenda. 3 votes yes. Motion Carried.

Motion by VanLith, seconded by Henrich, to approve the following grants that were awarded to the Big Stone City School in 2020FY. COVID Response Grant Award from Dept of Social Services, \$10,356, Little Lion's Learning Center, COVID Response Grant Award from Dept of Social Services, \$1,604, OST, Infant & Toddler Grant Award from Dept of Social Services, \$1,950.14, LLLC, Infant & Toddler Grant Award from Dept of Social Services, \$1,999.77, OST.3 votes yes. Motion Carried.

Motion by VanLith, seconded by Henrich, to approve the supplemental budget for funds for the 2019-2020 school year. 3 votes yes. Motion Carried.

Motion by VanLith, seconded by Henrich, to approve the fund transfers for the 2019-2020 school year. 3 votes yes. Motion Carried.

Motion by VanLith, seconded by Henrich, to approve the adjournment of the 2019-2020 school board. 3 votes yes. Motion Carried.

CEO, Christopher Folk, asked for a motion to call the 2020-2021 School Board to Order, motion by Henrich, seconded by VanLith. 4 votes yes. Motion Carried.

CEO calls for nomination for school board president. Nomination by Westermeyer, seconded by VanLith, to nominate Jennifer Wiik for School Board President. Motion by Henrich, seconded by VanLith, to cease nominations for School Board President. 3 votes yes. Motion Carried.

Congratulations to Jennifer Wiik, as the 2020-2021 Big Stone City School Board President!

School Board President Wiik resumes the meeting. President calls for nominations for school board vice president. Nomination by VanLith, seconded by Henrich, to nominate Sue Westermeyer for School Board Vice President.

Motion by Henrich, seconded by VanLith, to cease nominations for School Board Vice President. 3 votes yes. Motion Carried.

Congratulations to Sue Westermeyer, as the 2020-2021 Big Stone City School Board Vice President!

The School Board President Jennifer Wiik called the meeting to order at 6:24 PM.

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

Community Input Session: the 2021FY Proposed Budget Hearing was held

Communication Items

- School Board Communication: Recommendation for OST child leave
- Principal Report: Start Well 2020/Distance Learning Development Committee has been meeting regularly to review all options and concerns that need to be addressed for this upcoming 2020-2021 school year. Start Well 2020 Plan document was presented to the school board. Discussion and review of the document was completed.

Motion by Westermeyer, seconded by VanLith, to approve the Start Well 2020 Plan for the 2020-2021 school year. 4 votes yes. Motion Carried.

- 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, Manual Journal Entry Board Report, and Letter from DOE for completion of the Notification of School Closing with Plan to Instruct during Closing (requirement completed for last spring 2020)

Financial Report

		10 GENERAL FUND	21 CAPITAL OUTLAY FUND	22 SPECIAL EDUCATION FUND	24 PENSION FUND	51 FOOD SERVICE FUND	53 PRESCHOOL/OUT-SIDE SCHOOL TIME (OST)/LLLC FUND
June 1, 2020	BEGINNING BALANCE	\$57,577.11	\$188,444.30	\$60,231.83	\$13,257.45	(\$6,650.40)	(\$58,590.85)
	TOTAL RECEIPTS	\$281,955.54	\$27,359.93	\$43,666.28	\$0.00	\$9,198.55	\$20,735.09
	TOTAL DISBURSEMENTS	(\$121,247.51)	(\$71,804.10)	(\$15,495.53)	(\$13,257.45)	(\$7,826.55)	(\$8,822.93)
June 30, 2020	ENDING BALANCE	\$218,285.14	\$144,000.13	\$88,402.58	\$0.00	(\$5,278.40)	(\$46,678.69)
		Note: Capital Outlay and Pension Fund transfers were made to the General Fund and are reflected above. General Fund to Fund 53 transfer is not reflected in the numbers above as accounts receivable still pending for Fund 53. Government Wide, Copier Lease, and Fund 51 Food Service Fixed Asset Depreciation entries are not reflected in the June 30 2020 balance sheet numbers yet as they are still being calculated.					

Certificate of Deposit – \$303,120.92

Advance Payment (Fund 11) & Flex Account (Fund 71) – \$9,902.44

Student Council (Fund 72) – \$2,207.33

The following bills were approved:

GENERAL FUND: ADVANCE PAYMENT FUND,(SCHOOL CHECKING FUND),175.40 ASSOCIATED SCHOOL BOARDS OF SOUTH DAKOTA,(MEMBERSHIP DUES),788.42 BMO MASTERCARD,(PCARD),1,379.97 CASH-WA DISTRIBUTING CO OF FARGO, LLC, (FOOD SERVICE),358.64 CASH-WA DISTRIBUTING,(FOOD/CUSTODIAL SUPPLIES),165.49 CITY OF BIG STONE CITY, (UTILITIES),912.48 CONROY ELECTRIC INC,(MAINTENANCE & SUPPLIES),476.68 CORDREY, TERRI ,(PROF SERVICES),500.00 JULIUS, ERIN ,(REIMBURSEMENT),14.99 NORTHWESTERN ENERGY,(UTILITIES - NATGAS),48.94 SCHOOL ADMINISTRATORS OF SOUTH DAKOTA,(MEMBERSHIP & DUES),419.00 SD TEACHER PLACEMENT CENTER,(MEMBERSHIP DUES & FEES),435.00 SDDCI IDENTIFICATION CENTER,(BACKGROUND CHECK),43.25 SOFTWARE UNLIMITED INC,(ACCOUNTING SOFTWARE),3,550.00 SOUTH DAKOTA UNITED SCHOOLS ASSOCIATION,(MEMBERSHIP DUES),450.00 TRI STATE PEST CONTROL,(PEST CONTROL),100.00

CAPITAL OUTLAY FUND: BMO MASTERCARD,(PCARD),578.41

SPECIAL EDUCATION FUND: BIG STONE THERAPIES INC,(THERAPY),279.77

FOOD SERVICE FUND: ADVANCE PAYMENT FUND,(SCHOOL CHECKING FUND),23.65 BMO MASTERCARD,(PCARD),1,104.03 CASH-WA DISTRIBUTING CO OF FARGO, LLC, (FOOD SERVICE),4,212.86 CASH-WA DISTRIBUTING,(FOOD/CUSTODIAL SUPPLIES),889.49 US FOODS,(FOOD PURCHASES),342.82

PRESCHOOL/LEARNING CENTER/OST FUND: ADVANCE PAYMENT FUND,(SCHOOL CHECKING FUND),1,050.00 BMO MASTERCARD,(PCARD),1,779.81 CASH-WA DISTRIBUTING CO OF FARGO, LLC, (FOOD SERVICE),374.95 CASH-WA DISTRIBUTING,(FOOD/CUSTODIAL SUPPLIES),15.00 CITY OF BIG STONE CITY, (UTILITIES),207.41 HARTMAN'S SUPERVALU FOODS,(FOOD PURCHASES/SUPPLIES),383.14 LESTER, ANNE ,(REIMBURSEMENT),22.97 NORTHWESTERN ENERGY,(UTILITIES - NATGAS),10.00 RABE, CHLOE ,(LLLC HELP),400.00 SEIDELL, PAIGE ,(LLLC HELP),225.00 ST. CHARLES CHURCH,(RENT PAYMENT),500.00

Action Items

Motion by Henrich, seconded by Westermeyer, to approve the **Consent Agenda** as presented. 4 votes yes. Motion Carried.

- Approval of minutes from previous meeting(s); June 22 2020 meeting
- Approval of the financial reports
- Approval of the bills, including BMO Mastercard purchases
- Approval of the Disclosure of Conflict of Interest; No conflicts were disclosed
- Approval of the Lease Agreement with St. Charles Church, 2020-2021
- Approval of the South Dakota Department of Health Contract, 2020-2021
- Approval of the Associated School Boards Protective Trust - Worker's Compensation Fund Adoption, Renewal Motion and Participant Agreement, 2020-2021
- Approval of the Associated School Boards Protective Trust - Property and Liability Insurance Adoption, Renewal Motion and Participant Agreement, 2020-2021
- Approval of the Big Stone Therapies Contract, 2020-2021
- Approval of the SNP Permanent Agreement (Food Service)
- Approval of the CEO/Business Manager to be the designated school official on open enrollment applications
- Approval of the student/parent handbook for the 2020-2021 school year.

Separate Action Items

Motion by VanLith, seconded by Henrich, to approve the certified staff master agreement. 4 votes yes. Motion Carried.

Motion by Westermeyer, seconded by VanLith, to approve the National Purchasing Cooperative Interlocal Participation Agreement (BuyBoard – ASBSD). 4 votes yes. Motion Carried.

Motion by VanLith, seconded by Henrich, to approve US Foods as our school's primary vender per the state procurement process. 4 votes yes. Motion Carried.

Motion by Henrich, seconded by VanLith, to table the Ortonville School District Transportation Agreement. 4 votes yes. Motion Carried.

Reorganization Consent Agenda, SDCL 13-8-10

Motion by Westermeyer, seconded by Henrich, to approve the **Reorganization Consent Agenda** as presented. 4 votes yes. Motion Carried.

- Designation of official depository(ies), MinnWest Bank, Big Stone City (formally known as First State Bank/Wilmot), per SDCL 13-16-15
- Designation of official legal newspaper, Grant County Review, Milbank SD
- Authorize continuation of existing funds or accounts and the establishment of any new accounts, if applicable
- Set date, time and place for regular board meetings (third Tuesday of the month @ 6pm in the school cafeteria until further notice)
- Set number of votes required to take action (simple majority, 3 out of 5 votes)
- Adoption of board policies and schedule for review. All school board policies can be viewed on our district website.
- Establishment of advisory committees where applicable
- Review bonds for Business Manager and other bonded personnel
- Appointment of administrator of trust and agency accounts; Business Manager
- Appointment of individual(s) authorized to direct federal programs; CEO
- Authorize administrator to institute school lunch agreement; CEO
- Re-designate Amended Roberts Rules of Order as guidelines for parliamentary procedures rules
- Authorize Business Manager to invest and reinvest funds in institutions which serves greatest advantage to school district
- Set the following fees for the 2020-2021 school year:
 - Student lunch: \$3.10
 - Student breakfast: \$2.30
 - Student's Seconds: \$1.35
 - Adult lunch: \$4.10
 - Adult breakfast: \$2.50
 - Adult Seconds: \$1.35
 - Milk: \$0.50
- Preschool Tuition: \$100/month
- Extracurricular Building Rental Fees
 - Gymnasium & Lunchroom Rental Fee: \$150
 - i. Security Deposit: \$150
 - Lunchroom ONLY; Gymnasium locked Rental Fee: \$75
 - i. Security Deposit: \$75
- All other fees will be left up to the discretion of the administration of the district
- Set the following rates of pay for substitutes for the 2020-2021 school year:
 - Substitute for teacher position - \$100
 - Substitute for a paraprofessional position - \$90
- Authorize CEO to close school in emergency situations and in case of inclement weather. If absent, authorization goes to the Principal, Head Custodian, and Board President, in that order.

- Designate the county sheriff as the district truancy officer for the school year
- Set board member per diem for the year; \$40/meeting
- Designate Rodney Freeman as legal counsel for the school year
- Authorize expenses to be made from Imprest Fund
- Set mileage rates (previous year; \$0.45/mile)

Discussion

There were discussions on the following items:

- Ortonville Mini Board Meeting
- Possible special board meeting to approve the Start Well 2020/Distance Learning Handbook
- Next school board meeting: Based on reorg meeting, third Monday of the month: August 17 2020 (regular meeting) at 6:00pm in the cafeteria due to COVID-19 social distancing procedures

Motion by Henrich, seconded by Westermeyer, to adjourn the meeting at 7:27 PM. 4 votes yes. Motion Carried.

/s/ _____
 President

/s/ _____
 Business Manager

 Approximate Cost of Publication