

**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 24, 2023 @ 6:00 PM with the following members present or absent:

Officers and others present:

Christopher Folk, CEO/Business Manager

Janelle Huber, Principal - absent

Meeting called to order by school board president Hillary Henrich at 6:00 PM

Roll call was taken with Sue Christensen, Alan Chrzanowski , Hillary Henrich, Amy VanLith and Sue Westermeyer present. Quorum established.

The Pledge of Allegiance was recited.

October 3, 2023 community spaghetti supper at the city community center along with the Donkey Basketball event to be held in the school gymnasium presented by Jennifer Cronen, teacher. More information will be available in the future.

Motion by VanLith, seconded by Westermeyer, to approve the appointments and oath of office for Sue Christensen (3 year), Hillary Henrich (1 year), Amy VanLith (1 year) and Alan Chrzanowski (1 year). 5 votes yes. Motion Carried.

Motion by Christensen, seconded by VanLith, to approve the proposed agenda. 5 votes yes. Motion Carried.

Discussion on LLLC/OST Program(s) ending 2023FY

- Learning Center and OST Monthly Financial Overview; ending June 30 2023

Motion by Christensen, seconded by VanLith, to approve the 2023FY supplemental budget for funds. 5 votes yes. Motion Carried.

Motion by Christensen, seconded by Chrzanowski, to approve of the 2023FY fund transfer(s). 5 votes yes. Motion Carried.

Motion by Westermeyer, seconded by Christensen, to adjourn the 2022-2023 School Board. 5 votes yes. Motion Carried.

CEO, Christopher Folk, asked for a motion to call the 2023-2024 School Board to Order, motion by VanLith, seconded by Henrich. 5 votes yes. Motion Carried.

CEO calls for nomination for school board president. Nomination by Westermeyer, to nominate Hillary Henrich for School Board President. Motion by Christensen, seconded by VanLith, to cease nominations for School Board President. 5 votes yes. Motion Carried.

Congratulations to Hillary Henrich, as the 2023-2024 Big Stone City School Board President!

School Board President Henrich resumes the meeting. President calls for nominations for school board vice president. Nomination by Christensen, to nominate Sue Westermeyer for School Board Vice President. Motion by VanLith, seconded by Chrzanowski, to cease nominations for School Board Vice President. 5 votes yes. Motion Carried.

Congratulations to Sue Westermeyer, as the 2023-2024 Big Stone City School Board Vice President!

The School Board President Hillary Henrich called the meeting to order at 6:31 PM.

Roll call was taken with Sue Christensen, Alan Chrzanowski, Hillary Henrich, Amy VanLith, and Sue Westermeyer present. Quorum established.

Community Input Session: the 2024FY Proposed Budget Hearing was held.

Communication Items

- School Board Communication: none
- Principal Report: none
- Learning Center Director Report: reported above
- 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; 2-year reorganizational plan checklist and ASBSD P-card program review and rebate.

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
June 1, 2023	BEGINNING BALANCE	\$245,789.76	\$195,328.10	\$153,663.15	(\$12,006.04)	\$141,048.30
	TOTAL RECEIPTS	\$125,192.10	\$18,054.10	\$19,713.73	\$20,520.42	\$26,067.46
	TOTAL DISBURSEMENTS	(\$246,819.81)	(\$1,500.00)	(\$59,411.00)	(\$11,076.25)	(\$22,308.00)
June 30, 2023	ENDING BALANCE	\$124,162.05	\$211,882.20	\$113,965.88	(\$2,561.87)	\$144,807.76

Certificate of Deposit – \$234,115.62

Advance Payment (Fund 11) & Flex Account (Fund 71) – \$8,543.58

Student Council (Fund 72) – \$1,877.98

The following bills were approved:

GENERAL FUND: ADVANCE PAYMENT FUND,(SCHOOL CHECKING FUND),129.80 ASB PROTECTIVE TRUST,(PROP/LIAB INS),24,469.00 ASSOCIATED SCHOOL BOARDS OF SOUTH DAKOTA,(MEMBERSHIP DUES),812.22 BECKER, MYRNA , (PROF DEVELOPEMENT),3,000.00 BMO MASTERCARD,(PCARD),2,319.11 CITY OF BIG STONE CITY, (UTILITIES),1,121.82 CRONEN, JENNIFER ,(REIMBURSEMENT),135.00 GRANT COUNTY REVIEW,(ADVERTISING),213.65 HUBER, JANELLE ,(REIMBURSEMENT),90.00 NORTHWESTERN ENERGY,(UTILITIES - NATGAS),321.47 RISK PROGRAM ADMINISTRATORS,(CYBER SECURITY INSURANCE),5,727.21 ROE, KRISTIN ,(REIMBURSEMENT),137.70 SCHOOL ADMINISTRATORS OF SOUTH DAKOTA,(MEMBERSHIP & DUES),649.00 SD DEPARTMENT OF HEALTH,(HEALTH SERVICES),1,000.00 SHI INTERNATIONAL, (TECHNOLOGY LICENSES),975.62 SOFTWARE UNLIMITED INC,(ACCOUNTING SOFTWARE),3,950.00 TRI STATE WATER INC,(WATER SERVICE),92.15

CAPITAL OUTLAY FUND: BMO MASTERCARD,(PCARD),2,385.21 CENTURY BUSINESS PRODUCTS INC,(SCHOOL SUPPIES),314.09

SPECIAL EDUCATION FUND: NONE

FOOD SERVICE FUND: BMO MASTERCARD,(PCARD),885.38 EAST SIDE JERSEY DAIRY,(SCHOOL LUNCH MILK),131.44 MAXWELL FOOD EQUIPMENT,(KITCHEN EQUIPMENT),593.50 US FOODS,(FOOD PURCHASES, CUSTODIAL),275.03

PRESCHOOL/LEARNING CENTER/OST FUND: BMO MASTERCARD,(PCARD),2,348.71 BURDORF, KAITLYN ,(REIMBURSEMENT),52.82 CITY OF BIG STONE CITY, (UTILITIES),327.25 NORTHWESTERN ENERGY,(UTILITIES - NATGAS),10.00 US FOODS,(FOOD PURCHASES, CUSTODIAL),659.80

Action Items

Motion by Christensen, seconded by Westermeyer, to approve the **Consent Agenda**. 5 votes yes.

Motion Carried.

- Approval of minutes from previous school board meeting(s); June 19, 2023 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 to surplus three compartment sink from food service and CMA commercial dishwasher model 180.
- Approval of Maurina Street as OST Assistant - Summer 2023
- Approval of Taylor Sletten as OST Assistant and LLLC helper - Summer 2023
- Approval of the South Dakota Department of Health Contract
- Approval of the Associated School Boards Protective Trust - Worker's Compensation Fund Adoption, Renewal Motion and Participant Agreement
- Approval of the Associated School Boards Protective Trust - Property and Liability Insurance Adoption, Renewal Motion and Participant Agreement
- Approval of the Big Stone Therapies Contract
- Approval of the Tuition Agreement with the Ortonville School District #2903 for the 2023-2024 SY.
- Approval of the Agreement between Big Stone City School District and Inter-Lakes Community Action Partnership Head Start Pre-Birth to Five Program

- Approval of the CEO/Business Manager to be the designated school official on open enrollment applications
- Approval of the updated student/parent handbook for the 2023-2024 school year.
- Approval of the Classified Staff Plan for use of ARP ESSER III funds per the DOE GMS request.

Motion by VanLith, seconded by Christensen, to approve the reorganization consent agenda, SDCL 13-8-10. 5 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 Monday of the month @ 6pm in the school board room/CEO office
- Set number of members present to establish a quorum – 3 out of 5 members
- Set number of votes required to pass a motion – majority of those present of a quorum
- Adoption of board policies and schedule for review
- 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 2023-2024 school year:
 - Student lunch: \$3.60
 - Student breakfast: \$2.60
 - Student's Seconds: \$1.50
 - Adult lunch: \$5.00
 - Adult breakfast: \$3.00
 - Adult Seconds: \$1.50
 - Milk: \$0.60
 - Preschool Tuition: \$100/month
 - Extracurricular Building Rental Fees
 - Gymnasium & Lunchroom Rental Fee: \$175
 - Security Deposit: \$175
 - Lunchroom ONLY; Gymnasium locked Rental Fee: \$100
 - Security Deposit: \$100
 - 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 2023-2024 school year:
 - Substitute for teacher position - \$120
 - Substitute for a paraprofessional position - \$110

- 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 and/or KSB School Law as legal counsel for the school year
- Authorize expenses to be made from Imprest Fund
- Set mileage rates (previous year; \$0.51/mile)

Discussion (Items listed below for discussion may be acted upon by the school board)

There were discussions on the following items:

- Two year reorganization - ongoing
- Next school board meeting(s): August 21, 2023 (regular meeting) at 6:00pm in the board room/CEO office.

Motion by Christensen, seconded by VanLith, to adjourn the meeting at 6:49 PM. 5 votes yes. Motion Carried.

/s/ _____
President

/s/ _____
Business Manager

Approximate Cost of Publication