

**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 26, 2021 @ 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

Shelley Haggerty, Principal/Counselor

Anne Lester, LLLC/OST Director, Teacher

Jen Cronen, Teacher

Erin Julius, Teacher

Leslie Lindholm, Community Member

Nikki Twedt, Community Member

Meeting called to order by designated temporary board chairperson Hillary Henrich at 6:00 PM

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

The Pledge of Allegiance was recited.

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

Discussion on LLLC Program ending 2021FY

- Learning Center and OST Monthly Financial Overview
- LLLC/OST programs moving forward guidelines

Motion by VanLith, seconded by Christensen, to approve the 2021FY Supplemental Budget Recommendation and worksheet. 3 votes yes. Motion Carried.

Motion by Christensen, seconded by VanLith, to approve the 2021FY Fund Transfer Recommendation. 3 votes yes. Motion Carried.

Motion by VanLith, seconded by Christensen, to adjourn the 2020-2021 School Board. 3 votes yes. Motion Carried.

CEO, Christopher Folk, asked for a motion to call the 2021-2022 School Board to Order, motion by Christensen, seconded by VanLith. 3 votes yes. Motion Carried.

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

Congratulations to Hillary Henrich, as the 2021-2022 Big Stone City School Board President!

School Board President Henrich resumes the meeting. President calls for nominations for school board vice president. Nomination by VanLith, to nominate Sue Westermeyer for School Board Vice President. Motion by Christensen, seconded by VanLith, to cease nominations for School Board Vice President. 3 votes yes. Motion Carried.

Congratulations to Sue Westermeyer, as the 2021-2022 Big Stone City School Board Vice President!

The School Board President Hillary Henrich called the meeting to order at 6:28 PM.

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

Community Input Session: the 2022FY Proposed Budget Hearing was held and the American Rescue Plan Elementary and Secondary School Emergency Relief Requirement for ARP ESSER School District Plan was discussed.

Communication Items

- School Board Communication: none presented
- Principal Report: Back to school letter; return to normal plan
- 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 were medical marijuana and SB 177 (homeschool bill).

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, 2021	BEGINNING BALANCE	\$101,291.12	\$255,036.63	\$175,848.61	(\$9,918.84)	(\$585.39)
	TOTAL RECEIPTS	\$244,051.04	\$20,070.58	\$639.97	\$7,394.10	\$23,799.60
	TOTAL DISBURSEMENTS	(\$118,329.30)	(\$6,382.47)	(\$9,402.65)	(\$7,684.78)	(\$22,506.70)
June 30, 2021	ENDING BALANCE	\$227,012.86	\$268,724.74	\$167,085.93	(\$10,209.52)	\$707.51

Certificate of Deposit – \$308,921.39

LLLC Building Project Account – \$8,544.98

Advance Payment (Fund 11) & Flex Account (Fund 71) – \$7,387.90

Student Council (Fund 72) – \$1,881.51

The following bills were approved:

GENERAL FUND: ARTHUR J GALLAGHER RISK MANAGEMENT SERVICES INC,(CYBER INS POLICY),1,959.00 ASB PROTECTIVE TRUST,(PROP/LIAB INS),20,119.00 ASB WORKERS' COMPENSATION FUND,(WORKERS COMP RENEWAL),5,631.00 ASSOCIATED SCHOOL BOARDS OF SOUTH DAKOTA,(MEMBERSHIP DUES),786.28 BMO MASTERCARD,(PCARD),7,310.54 CASH-WA DISTRIBUTING CO, (FOOD SERVICE),1,044.14 CITY OF BIG STONE CITY, (UTILITIES),717.45 CORDREY, TERRI ,(PROF SERVICES),500.00 DEFEA TRANSPORTATION,(BUS INSPECTION),45.00 FOOD SERVICE FUND, (SCHOOL FOOD SERVICE FUND),411.32 GRANT COUNTY REVIEW,(ADVERTISING),279.36 MILBANK SCHOOL DISTRICT,(TUITION BILLING),83,449.38 NORTHWESTERN ENERGY,(UTILITIES - NATGAS),48.90 ORTONVILLE INDEPENDENT AND NORTHERN STAR,(ADVERTISING),63.00 RURAL SOLUTIONS INC,(TECHNOLOGY SERVICES),2,175.00 SCHOOL ADMINISTRATORS OF SOUTH DAKOTA,(MEMBERSHIP & DUES),1,008.00 SD DEPARTMENT OF HEALTH,(HEALTH SERVICES),294.50 SD TEACHER PLACEMENT CENTER,(MEMBERSHIP DUES & FEES),435.00 SOFTWARE UNLIMITED INC,(ACCOUNTING SOFTWARE),3,700.00 SOUTH DAKOTA SCHOOL SUPERINTENDENTS ASSOCIATION,(REGISTRATION FEE),185.00 TRI STATE WATER INC,(WATER SERVICE),94.50 US FOODS,(FOOD PURCHASES),182.28 WATERTOWN PUBLIC OPINION PAYMENT PROCESSING CENTER,(ADVERTISING),389.80

CAPITAL OUTLAY FUND: BIG STONE LUMBER INC.,(NEW LLLC BUILDING),13,413.26 BMO MASTERCARD,(PCARD),1,463.46 BRIANS GLASS & DOOR INC,(BUILDING IMPROVEMENTS),10,387.52 CENTURY BUSINESS PRODUCTS INC,(SCHOOL SUPPLIES),240.93 CONROY ELECTRIC INC,(MAINTENANCE & SUPPLIES),17,550.00 HILLYARD/SIOUX FALLS,(CUSTODIAL SUPPLIES),1,597.31 HOUGHTON MIFFLIN HARCOURT PUBLISHING COMPANY,(TEXTBOOKS),24,483.77 RONGLIEN EXCAVATING INC,(MAINTENANCE),20,024.68 RURAL SOLUTIONS INC,(TECHNOLOGY SERVICES),159.99 SHI INTERNATIONAL, (TECHNOLOGY LICENSES),868.00 TRAPP PLUMBING COMPANY INC,(PLUMBING SERVICE),11,292.07 ULTIMATE DRYWALL INC.,(NEW LLLC BUILDING),18,789.96

SPECIAL EDUCATION FUND: SOUTH DAKOTA DEPARTMENT OF EDUCATION,(STATE AID),22,672.00 BMO MASTERCARD,(PCARD),150.55 MILBANK SCHOOL DISTRICT,(TUITION BILLING),16,695.00 ORTONVILLE PUBLIC SCHOOLS,(TUITION, TRANSPORTATION, GENERAL),304.58

FOOD SERVICE FUND: ADVANCE PAYMENT FUND,(SCHOOL CHECKING FUND),168.05 ANDERSON, SHELLY ,(REIMBURSEMENT),38.34 BMO MASTERCARD,(PCARD),717.20 CASH-WA DISTRIBUTING CO, (FOOD SERVICE),2,891.98 HARTMAN'S SUPERVALU FOODS,(FOOD PURCHASES/SUPPLIES),71.44 US FOODS,(FOOD PURCHASES),1,331.65 WATERTOWN PUBLIC OPINION PAYMENT PROCESSING CENTER,(ADVERTISING),427.20

PRESCHOOL/LEARNING CENTER/OST FUND: ADVANCE PAYMENT FUND,(SCHOOL CHECKING FUND),1,553.88 BMO MASTERCARD,(PCARD),4,733.15 CASH-WA DISTRIBUTING CO, (FOOD SERVICE),248.67 CITY OF BIG STONE CITY, (UTILITIES),148.39 FEMLING, BRADEN ,(LLC SUB),155.00 FEMLING, SAMMY ,(SUBSTITUTE/HELP),30.00 GUSTAFSON, KELLY ,(LLC SUB),95.00 HARTMAN'S SUPERVALU FOODS,(FOOD PURCHASES/SUPPLIES),429.64 LESTER, ANNE ,(REIMBURSEMENT),361.90 RABE, CHLOE ,(LLC HELP),297.00 US FOODS,(FOOD PURCHASES),512.67

Action Items

Motion by VanLith, seconded by Christensen, to approve the **Consent Agenda**. 2 votes yes; 1 recuse. Motion Carried.

- Approval of minutes from previous school board meeting(s); June 21, 2021 meeting minutes
- Approval of the financial reports
- Approval of the bills, including BMO Mastercard purchases
- Approval of the Disclosure of Conflict of Interest; see separate action item below.
- 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 CEO/Business Manager to be the designated school official on open enrollment applications
- Approval of the student/parent handbook for the 2021-2022 school year.
- Approval of the teacher handbook for the 2021-2022 school year.
- Approval of the support staff handbook for the 2021-2022 school year.
- Approval of the Emergency School Bus Mutual Assistance Pact
- Approval of the surplus property listing 7/26/2021
- Approval of the Tuition Agreement with the Ortonville School District #2903 for the 2021-2022 SY.
- Approval of the engagement letter from EideBailly to perform our 2-year audit for fiscal year's ending June 30 2020 and 2021.
- Approval of the Classified Staff Plan for use of ARP ESSER III funds per the DOE GMS request.

Action Item

Motion by VanLith, seconded by Christensen, to approve the American Rescue Plan Elementary and Secondary School Emergency Relief Requirement for ARP ESSER School District Plan. 3 votes yes. Motion Carried.

Motion by VanLith, seconded by Christensen, to approve US Foods as our schools' primary vendor per the state procurement process. 3 votes yes. Motion Carried.

Motion by Christensen, seconded by VanLith, to approve the reorganization consent agenda, SDCL 13-8-10. 3 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 (previous year, third Monday)
- Set number of members present to establish a quorum (previous year 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 2021-2022 school year:
 - Student lunch: \$3.10 (1st meal free again per USDA decision for the 2021-22SY)
 - Student breakfast: \$2.30 (1st meal free again per USDA decision for the 2021-22SY)
 - 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
 - Security Deposit: \$150
- Lunchroom ONLY; Gymnasium locked Rental Fee: \$75
 - 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 2021-2022 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
- Next school board meeting: Based on reorg meeting, third Monday of the month: but based on conference schedule conflicts, August 16, 2021 (regular meeting) at 6:00pm in the board room/CEO office.

Motion by Christensen, seconded by VanLith, to adjourn the meeting at 7:11 PM. 3 votes yes. Motion Carried.

/s/ _____
President

/s/ _____
Business Manager

Approximate Cost of Publication