

PROCEEDINGS OF THE BIG STONE CITY SCHOOL DISTRICT BOARD OF EDUCATION

The Big Stone City School District's Board of Education met in a regular session on July 27th, 2017 @ 6:00 PM in the CEO/Business Manager's Office/Board Room with the following members present or absent:

Officers and others present:

Christopher Folk, CEO/Business Manager
Ashley Stoel, Teacher

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

Roll call was taken with Amber Huebner, Amy VanLith and Jennifer Wiik present. Quorum established. Barb Voecks was absent. Andria Rabe arrived later.

The Pledge of Allegiance was recited.

Classroom Innovation Grant quarterly update given by Ashley Stoel, Teacher.

Motion by VanLith, seconded by Huebner, to approve the agenda as proposed. 4 votes yes. Motion Carried.

Motion by Rabe, seconded by Huebner, to approve the supplemental budget for funds for the 2016-2017 school year. 4 votes yes. Motion Carried.

Motion by VanLith, seconded by Rabe, to approve the fund transfers for the 2016-2017 school year. 4 votes yes. Motion Carried.

Motion by Huebner, seconded by VanLith, to approve the adjournment of the 2016-2017 school board. 4 votes yes. Motion Carried.

CEO, Christopher Folk, asked for a motion to call the 2017-2018 School Board to Order, motion by Wiik, seconded by Rabe. 4 votes yes. Motion Carried.

Motion by VanLith, seconded by Rabe, to nominate Jennifer Wiik for School Board President. 4 votes yes. Motion Carried.

Motion by Huebner, seconded by Vanlith, to cease nominations for School Board President. 4 votes yes. Motion Carried.

Congratulations to Jennifer Wiik, as the 2017-2018 Big Stone City School Board President!

Motion by Wiik, seconded by Rabe, to nominate Amber Huebner for School Board Vice President. 4 votes yes. Motion Carried.

Motion by VanLith, seconded by Rabe, to cease nominations for School Board Vice President. 4 votes yes. Motion Carried.

Congratulations to Amber Huebner, as the 2017-2018 Big Stone City School Board Vice President!

Motion by Wiik, seconded by Huebner, to approve the appointment of new board member, Sue Westermeyer, for a 1 year term, Andria Rabe and Amy VanLith for 3 year terms. 4 votes yes. Motion Carried.

Oath of Office was recited and accepted by all new board member.

The School Board President Jennifer Wiik called the meeting to order at 6:23 PM.

Roll call was taken with Amber Huebner, Andria Rabe, Amy VanLith, Sue Westermeyer, and Jennifer Wiik present.

Community Input Session (2018FY Proposed Budget Hearing) – no community input

Communication Items

1. Board Communication – upcoming board training in Aberdeen was discussed.
2. CEO/Business Manager Report; the following reports were presented.
 - a. Revenue/Expenditure Summary Report
 - b. Bills and BMO PCard
 - c. Payroll Register – Unitemized Report
 - d. Balance Sheet
 - e. Check Reconciliation Report

Financial Report

		10 GENERAL FUND	21 CAPITAL OUTLAY FUND	22 SPECIAL EDUCATION FUND	24 PENSION FUND	51 FOOD SERVICE FUND	53 PRESCHOOL FUND
June 1, 2017	BEGINNING BALANCE	\$161,068.20	\$102,458.26	\$86,756.40	\$84,685.48	\$14,815.79	(\$19,155.09)
	TOTAL RECEIPTS	\$313,457.51	\$27,548.63	\$31,959.10	\$0.00	\$16,314.82	\$26,252.45
	TOTAL DISBURSEMENTS	(\$189,789.25)	(\$44,549.18)	(\$17,012.68)	\$0.00	(\$15,573.75)	(\$5,594.84)
June 30, 2017	ENDING BALANCE	\$284,736.46	\$85,457.71	\$101,702.82	\$84,685.48	\$15,556.86	\$1,502.52

The following bills were approved:

GENERAL FUND: 3D SECURITY, INC.,(FIRE ALARM SYSTEM INSPECTION),560.00 ADVANCE PAYMENT FUND,(SCHOOL CHECKING FUND),166.82 ASSOCIATED SCHOOL BOARDS OF SOUTH DAKOTA,(MEMBERSHIP DUES),778.33 BMO MASTERCARD,(PCARD),13,474.56 BRAMBLE PARK ZOO,(ZOO FIELD TRIP),427.28 CASH-WA DISTRIBUTING,(FOOD/CUSTODIAL SUPPLIES),211.11 CITY OF BIG STONE CITY, (UTILITIES),1,215.47 GRANT COUNTY REVIEW,(ADVERTISING),220.80 HARTMAN'S SUPERVALU FOODS,(FOOD PURCHASES/SUPPLIES),7.99 PAYSTUBZ.COM,(TIME CLOCK SERVICE),42.00 PRAIRIE FIVE RIDES,(TRANSPORTATION),146.25 RURAL SOLUTIONS INC,(TECHNOLOGY SERVICES),600.00 SCHOOL ADMINISTRATORS OF SOUTH DAKOTA,(MEMBERSHIP & DUES),435.00 SD DEPARTMENT OF HEALTH,(HEALTH SERVICES),104.00 SD TEACHER PLACEMENT CENTER,(MEMBERSHIP DUES & FEES),420.00 SOFTWARE UNLIMITED INC,(ACCOUNTING SOFTWARE),3,000.00 SOUTH DAKOTA UNITED SCHOOLS ASSOCIATION,(MEMBERSHIP DUES),450.00 TRI STATE WATER INC,(WATER SERVICE),112.60 TUBBS OF SOFT WATER INC, (SOFTENER RENTAL),264.00 WINDOW PLACE LLC, THE ,(BUILDING CONSTRUCTION),530.61 WORKERS COMP FUND,(WORKERS COMP RENEWAL),5,651.00

CAPITAL OUTLAY FUND: ADVANCE PAYMENT FUND,(SCHOOL CHECKING FUND),415.00 ATHEY, ELMER ,(BUILDING MAINTENANCE),631.50 BARRS/CONROY ELECTRIC INC,(MAINTENANCE & SUPPLIES),2,928.67 BMO MASTERCARD,(PCARD),2,946.82 CASH-WA DISTRIBUTING,(FOOD/CUSTODIAL SUPPLIES),183.68 LESTER, DAN ,(REIMBURSEMENT),49.50

SPECIAL EDUCATION FUND: CHILDREN'S HOME SOCIETY,(SPED TUITION),364.00

FOOD SERVICE FUND: ANDERSON, SHELLY ,(REIMBURSEMENT),70.00 BARRS/CONROY ELECTRIC INC,(MAINTENANCE & SUPPLIES),792.58 BMO MASTERCARD,(PCARD),289.58 CASH-WA DISTRIBUTING,(FOOD/CUSTODIAL SUPPLIES),671.43 HARTMAN'S SUPERVALU FOODS,(FOOD PURCHASES/SUPPLIES),548.22 PAN-O-GOLD BAKING CO.,(BREAD PURCHASE),159.01 SCHOOL NUTRITION ASSOCIATION OF SD,(ANNAUL CONFERENCE),50.00 WATERTOWN PUBLIC OPINION,(ADVERTISING),417.75

PRESCHOOL/OST FUND: AKER, ALYSSA ,(OST),189.00 ATHEY, ELMER ,(BUILDING MAINTENANCE),425.00 BARRS/CONROY ELECTRIC INC,(MAINTENANCE & SUPPLIES),513.00 BMO MASTERCARD,(PCARD),26.42 HARTMAN'S SUPERVALU FOODS,(FOOD PURCHASES/SUPPLIES),88.02 KELLY, JANELLE ,(REIMBURSEMENT),83.00 LESTER'S LANDSCAPE & TILE,(SCHOOL GROUNDS),3,755.65 LESTER, ANNE ,(REIMBURSEMENT),669.06 MILL THEATRE,(FIELD TRIP),112.00 RICK, MOLLY ,(OST SUB),121.50 SEIDELL, MCKENZIE ,(OST),145.00 SWENSON, MONTANA ,(OST SUB),157.50

Action Items

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

1. Approval of minutes from previous meeting(s); June 20 2017 meeting
2. Approval of the financial reports
3. Approval of the bills, including BMO Mastercard purchases
4. Approval of the Disclosure of Conflict of Interest; No conflicts were disclosed
5. Approval of the second and final reading of Policy AH, AH-E(1), and AH-E(2), pg. 46-51
6. Approval of Department of Legislative Audit Letter for Eide Bailly, LLP, CPAs to perform the audit for Big Stone City School District, as of and for the two years ended June 30, 2017
7. Approval of the South Dakota Department of Health Contract

8. Approval of the Associated School Boards Protective Trust – Worker’s Compensation Renewal
9. Approval of the Big Stone Therapies Contract
10. Approval of the CEO/Business Manager to be the designated school official on open enrollment applications
11. Approval of surplus items: Kitchen natural gas stove and K-5 Math Expressions curriculum

Motion by Rabe, seconded by VanLith, to approve Cashwa Distributing (CWD) as our school’s primary vendor per the state procurement process. 5 votes yes. Motion Carried.

Motion by Huebner, seconded by Westermeyer, to approve the Ortonville School District Tuition Agreement. 5 votes yes. Motion Carried.

Motion by Huebner, seconded by Rabe, to approve the Ortonville School District Transportation Agreement. 5 votes yes. Motion Carried.

Motion by VanLith, seconded by Rabe, to approve the Teacher, Support Staff, and Student/Parent Handbook(s) for the 2017-2018 school year. 5 votes yes. Motion Carried.

Motion by Huebner, seconded by Rabe, to approve the **Reorganization Consent Agenda** as presented. 5 votes yes. Motion Carried.

1. Designation of official depository(ies), First State Bank/Wilmot, per SDCL 13-16-15
2. Designation of official legal newspaper, Grant County Review, Milbank SD
3. Authorize continuation of existing funds or accounts and the establishment of any new accounts, if applicable
4. Set date, time and place for regular board meetings – Third Tuesday of the month
5. Set number of votes required to take action – simple majority, 3 out of 5 votes
6. Adoption of board policies and schedule for review
7. Establishment of advisory committees where applicable
8. Review bonds for Business Manager and other bonded personnel
9. Appointment of administrator of trust and agency accounts; Business Manager
10. Appointment of individual(s) authorized to direct federal programs; CEO
11. Authorize administrator to institute school lunch agreement; CEO
12. Re-designate Amended Roberts Rules of Order as guidelines for parliamentary procedures rules
13. Authorize Business Manager to invest and reinvest funds in institutions which serves greatest advantage to school district
14. Set the following fees for the 2017-2018 school year:
 - a. Student lunch: \$2.85
 - b. Student breakfast: \$2.15
 - c. Student's Seconds: \$1.00
 - d. Adult lunch: \$3.80
 - e. Adult breakfast: \$2.40
 - f. Adult Seconds: \$1.00
 - g. Milk: \$0.50
15. Preschool Tuition: \$90/month
16. Extracurricular Building Rental Fees
 - a. Gymnasium & Lunchroom Rental Fee: \$100

- b. Security Deposit: \$100
 - c. Lunchroom ONLY; Gymnasium locked Rental Fee: \$50
 - d. Security Deposit: \$50
17. All other fees will be left up to the discretion of the administration of the district
 18. 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.
 19. Designate the county sheriff as the district truancy officer for the school year
 20. Set board member per diem for the year; \$40/meeting lasting 30 minutes or more will result in the per board meeting compensation rate, anything less, will be considered as volunteer basis, per 8/14/2013 board minutes
 21. Designate Rodney Freeman as legal counsel for the year
 22. Authorize expenses to be made from Imprest Fund
 23. Set mileage rate – \$0.45/mile

Discussion

There were discussions on the following items:

1. First reading of the following policy EFC Meal Charge Policy
2. OST Program after school during school year
3. White house next to school property
4. Next School Board Meeting: 8/15/17 @ 6:00 PM (Regular Meeting) in the CEO/Business Manager Office/Board Room.

Executive Session

7:09 PM, motion by Rabe, seconded by Westermeyer, to enter into executive session pursuant to SDCL 1-25-2(1) for personnel. 5 votes yes. Motion Carried.

President Wiik declared the board out of executive session at 7:17 PM with no motion

Motion by Huebner, seconded by VanLith, to adjourn the meeting at 7:17 PM. 5 votes yes. Motion Carried.

/s/ _____
President

/s/ _____
Business Manager

Approximate Cost of Publication