

## 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 September 17<sup>th</sup>, 2018 @ 6:00 PM in the Board Room/ CEO/Business Manager's Office with the following members present or absent:

Officers and others present:

Christopher Folk, CEO/Business Manager  
Shelley Haggerty, Principal/Counselor  
Dorla Jacobson, Teacher  
Karla Kastrup, Teacher  
Joyce Durick, District Community Member

Meeting called to order by President Jennifer Wiik at 6:02 PM

Roll call was taken with Andria Rabe, Amy VanLith, Sue Westermeyer, and Jennifer Wiik present. Erin Schablin was absent. Quorum established.

The Pledge of Allegiance was recited.

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

**Community Input Session** – no community input

### **Communication Items**

1. Board Communication – no board communication
2. Principal Report
  - a. Updated Enrollment Numbers
3. CEO/Business Manager Report; the following reports were presented.
  - a. Revenue/Expenditure Summary Report
  - b. BSCS Board Report – Detail, Bills and BMO PCard
  - c. Payroll Register – Unitemized Report
  - d. Balance Sheet
  - e. Check Reconciliation Report
  - f. Manual Journal Entry Board Report
  - g. 2018 Summer Food Service Program Review – the program did excellent and there was an average increase of 29% in meals provided to the youth of the community over last summer. Excellent job!
  - h. Other items discussed: 3-year asbestos re-inspection completed and passed. General Reserve Fund Balance in compliance with SDCL 13-13-73.5. The school district would like to extend a BIG THANK YOU! to the Minnwest Bank for the donation to the LionPack (backpack) program.

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) FUND
August 1, 2018	BEGINNING BALANCE	\$169,562.83	\$100,945.86	\$62,828.81	\$49,341.64	\$8,726.61	(\$17,247.24)
	TOTAL RECEIPTS	\$44,647.42	\$821.69	\$700.15	\$0.00	\$9,777.39	\$18,332.50
	TOTAL DISBURSEMENTS	(\$66,022.96)	(\$5,320.72)	(\$5,301.80)	(\$4,844.25)	(\$6,533.95)	(\$24,461.45)
August 31, 2018	ENDING BALANCE	\$148,187.29	\$96,446.83	\$58,227.16	\$44,497.39	\$11,970.05	(\$23,376.19)

Certificate of Deposit – \$291,844.69

Advance Payment (Fund 11) & Flex Account (Fund 71) – \$6,398.79

Student Council (Fund 72) – \$883.08

The following bills were approved:

**GENERAL FUND:** ADVANCE PAYMENT FUND,(SCHOOL CHECKING FUND),263.25 BMO MASTERCARD,(PCARD),8,856.03 BRANDT, LORELEI ,(REIMBURSEMENT),143.00 CITY OF BIG STONE CITY, (UTILITIES),1,350.94 DURICK FIRE EXTINGUISHERS,(FIRE EXTINGUISHERS),238.00 ELABO,(MEMBERSHIP DUES),60.00 FOLK, CHRISTOPHER ,(REIMBURSEMENT),99.54 GRANT COUNTY REVIEW,(ADVERTISING),78.86 NORTHEAST AREA ELEMENTARY PRINCIPALS ASSOCIATION,(PRINCIPAL DUES),70.00 NORTHEAST SUPERINTENDENTS,(SUPERINTENDENT MEMBERSHIP DUES),162.00 NORTHWESTERN ENERGY,(UTILITIES - NATGAS),29.03 OSTLUND, LYNDA ,(REIMBURSEMENT),426.30 PAYSTUBZ.COM,(TIME CLOCK SERVICE),46.31 RICHARDS CARPET CLEANING,(MAINTENANCE),331.00 SOUTH DAKOTA DEPARTMENT OF TRANSPORTATION,(FEE),32.00 SYKORA PLUMBING INC,(BUILDING MAINTENANCE),191.65 WORKERS COMP FUND,(WORKERS COMP RENEWAL),516.00  
**CAPITAL OUTLAY FUND:** ADVANCE PAYMENT FUND,(SCHOOL CHECKING FUND),570.00 BMO MASTERCARD,(PCARD),18,747.02 REGION 1,(LUNCH PROGRAM),2,265.00  
**SPECIAL EDUCATION FUND:** BMO MASTERCARD,(PCARD),164.67  
**FOOD SERVICE FUND:** BMO MASTERCARD,(PCARD),481.64  
**PRESCHOOL/OST FUND:** ADVANCE PAYMENT FUND,(SCHOOL CHECKING FUND),143.00 BMO MASTERCARD,(PCARD),1,238.68 OSTLUND, EMMA ,(SUBSTITUTE),216.00 SCOTT, NICOLE ,(REIMBURSEMENT),35.00 ST. CHARLES CHURCH,(RENT PAYMENT),650.00

### 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); August 20 2018 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 correction to the 2018-2019 School District Calendar
6. Approval of the following South Dakota Open Enrollment Applications; #039, #040, #041, #042, #043, and #044
7. Approval of the Milbank School District Tuition Agreement #2
8. Approval of the second and final reading of Policy CCA-R; Organizational Structure

### Separate Action Items

Motion by Rabe, seconded by VanLith, to approve the 2018-2019 Proposed Budget and Means of Finance. 4 votes yes. Motion Carried.

Motion by VanLith, seconded by Rabe, to approve the 2018-2019 Levy Request. 4 votes yes. Motion Carried.

### Discussion

There were discussions on the following items:

1. 2018-2019 Committee Listing; recap
2. Special Education Review will be October 3 2018

3. Next board policies to review in the upcoming months. See below. Most of these will have very minor amendments to the policies. Per ASBSD.
  - a. DBD: Budget Planning
  - b. DBH: Budget Adoption
  - c. DBC: Budget Deadlines and Schedules
  - d. DBJ: Budget Implementation
  - e. DBK: Budget Transfer Authority
4. Next School Board Meeting: 10/15/18 @ 6:00 PM (Regular Meeting) in the Board Room/ CEO/Business Manager Office.

**Executive Session**

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

President Wiik declared the board out of executive session at 6:49 PM with no action taken.

Board training will be rescheduled for next meeting as all members were not present.

Motion by Rabe, seconded by VanLith, to adjourn the meeting at 6:50 PM. 4 votes yes. Motion Carried.

/s/ \_\_\_\_\_  
President

/s/ \_\_\_\_\_  
Business Manager

\_\_\_\_\_  
Approximate Cost of Publication