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 23, 2019 @ 6:30 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

Meeting called to order by President Jennifer Wiik at 6:30 PM

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

The Pledge of Allegiance was recited.

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

Motion by Rabe, seconded by Westermeyer, to approve the supplemental budget for funds for the 2018-2019 school year. 5 votes yes. Motion Carried.

Motion by VanLith, seconded by Henrich, to approve the fund transfers for the 2018-2019 school year. 5 votes yes. Motion Carried.

Motion by Rabe, seconded by VanLith, to approve the adjournment of the 2018-2019 school board. 5 votes yes. Motion Carried.

CEO, Christopher Folk, asked for a motion to call the 2019-2020 School Board to Order, motion by Westermeyer, seconded by VanLith. 5 votes yes. Motion Carried.

Motion by Westermeyer, seconded by Rabe, to nominate Jennifer Wiik for School Board President. 5 votes yes. Motion Carried.

Motion by Westermeyer, seconded by Henrich, to cease nominations for School Board President. 5 votes yes. Motion Carried.

Congratulations to Jennifer Wiik, as the 2019-2020 Big Stone City School Board President!

Motion by Rabe, seconded by Wiik, to nominate Sue Westermeyer for School Board Vice President. 5 votes yes. Motion Carried.

Motion by Rabe, seconded by VanLith, to cease nominations for School Board Vice President. 5 votes yes. Motion Carried.

Congratulations to Sue Westermeyer, as the 2019-2020 Big Stone City School Board Vice President!

The School Board President Jennifer Wiik called the meeting to order at 6:45 PM.

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

**Community Input Session:** the 2020FY Proposed Budget Hearing was held

**Communication Items**

* Board Communication – none
* Principal Report – none
* 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, Other topics discussed: Summer Food Service Program site review by the SD DOE Child and Adult Nutrition Services (CANS) Dept. There are several schools in the state that are receiving this site review on their summer feeding programs.

Financial Report



Certificate of Deposit – $296,011.76

Advance Payment (Fund 11) & Flex Account (Fund 71) – $8,473.50

Student Council (Fund 72) – $1,409.04

The following bills were approved:

**GENERAL FUND:** ADVANCE PAYMENT FUND,(SCHOOL CHECKING FUND),188.20 ASB PROTECTIVE TRUST,(PROP/LIAB INS),22,795.00 ASSOCIATED SCHOOL BOARDS OF SOUTH DAKOTA,(MEMBERSHIP DUES),787.76 BMO MASTERCARD,(PCARD),12,379.23 CITY OF BIG STONE CITY, (UTILITIES),1,017.77 DIVISION OF CRIMINAL INVESTIGATION,(BACKGROUND CHECKS),43.25 GRANT COUNTY REVIEW,(ADVERTISING),86.17 NAPA; STURDEVANTS AUTO PARTS, (MAINTENANCE SUPPLIES),145.15 NORTHWESTERN ENERGY,(UTITLITIES - NATGAS),40.32 OSTLUND, LYNDA ,(REIMBURSEMENT),113.40 SCHOOL ADMINISTRATORS OF SOUTH DAKOTA,(MEMBERSHIP & DUES),508.00 SD DEPARTMENT OF HEALTH,(HEALTH SERVICES),420.00 SD TEACHER PLACEMENT CENTER,(MEMBERSHIP DUES & FEES),435.00 SECURE CONTENT TECHNOLOGIES, LTD.,(TECHNOLOGY SERVICES),297.50 SHI INTERNATIONAL, (TECHNOLOGY LICENSES),937.50 SOFTWARE UNLIMITED INC,(ACCOUNTING SOFTWARE),3,450.00 SOUTH DAKOTA SCHOOL SUPERINTENDENTS ASSOCIATION,(REGISTRATION FEE),175.00 TRI STATE PEST CONTROL,(PEST CONTROL),100.00 UNITY SQUARE,(FIELD TRIP),370.00

**CAPITAL OUTLAY FUND:** BMO MASTERCARD,(PCARD),759.10 PENNINGTON, DANA ,(CARPET INSTALL),872.45

**SPECIAL EDUCATION FUND:** SIOUX FALLS SCHOOL DISTRICT,(TUITION),1,910.72

**FOOD SERVICE FUND:** ANDERSON, SHELLY ,(REIMBURSEMENT),20.53 BMO MASTERCARD,(PCARD),830.95 CASH-WA DISTRIBUTING,(FOOD/CUSTODIAL SUPPLIES),127.37 HARTMAN'S SUPERVALU FOODS,(FOOD PURCHASES/SUPPLIES),99.47 US FOODS,(FOOD PURCHASES),127.08

**PRESCHOOL/LEARNING CENTER/OST FUND:** ADVANCE PAYMENT FUND,(SCHOOL CHECKING FUND),494.00 BMO MASTERCARD,(PCARD),3,817.22 CASH-WA DISTRIBUTING,(FOOD/CUSTODIAL SUPPLIES),231.71 CITY OF BIG STONE CITY, (UTILITIES),65.93 FREVERT, SARAH ,(TEMP SUB),160.00 HARTMAN'S SUPERVALU FOODS,(FOOD PURCHASES/SUPPLIES),389.68 NORTHWESTERN ENERGY,(UTITLITIES - NATGAS),3.97 ST. CHARLES CHURCH,(RENT PAYMENT),209.06

**Action Items**

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

* Approval of minutes from previous meeting(s); June 24 2019 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 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 second and final reading of a new Policy ACAB Prohibition Against Aiding or Abetting Sexual Abuse
* Approval of the second and final reading of an existing Policy KG Facility Use and reference to KG-E(1) Facility Use Agreement.
* Approval of the CEO/Business Manager to be the designated school official on open enrollment applications
* Approval of the student/parent, support staff, and teacher handbooks for the 2019-2020 school year.

**Separate Action Items**

* Motion by VanLith, seconded by Rabe, to approve Cashwa Distributing (CWD) as our school's primary vendor per the state procurement process for the 2019-2020 school year. 5 votes yes. Motion Carried.
* Motion by Westermeyer, seconded by Henrich, to approve the engagement letter related to the 2-year audit of the Big Stone City School District #25-1 for the two years ending June 30, 2019. 5 votes yes. Motion Carried.
* Motion by VanLith, seconded by Rabe, to approve the Ortonville School District Tuition Agreement. 5 votes yes. Motion Carried.
* Motion by Henrich, seconded by Westermeyer, to approve the Ortonville School District Transportation Agreement. 5 votes yes. Motion Carried.
* Motion by VanLith, seconded by Rabe, to approve the Milbank School District Tuition Agreement. 5 votes yes. Motion Carried.

**Reorganization Consent Agenda, SDCL 13-8-10**

* 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 each month at 6:30 PM
* Set number of votes required to take action (previous year, simple majority, 3 out of 5 votes)
* 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 2019-2020 school year:
	+ Student lunch: $3.00
	+ Student breakfast: $2.20
	+ Student's Seconds: $1.25
	+ Adult lunch: $4.00
	+ Adult breakfast: $2.40
	+ Adult Seconds: $1.25
	+ 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
* 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:

* Next School Board Meeting(s): proposed August 19, 2019 @ 6:30 PM (Regular Meeting) in the Board Room/ CEO/Business Manager Office.

Motion by VanLith, seconded by Rabe, to adjourn the meeting at 7:11 PM. 4 votes yes. Motion Carried.

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 President

 /S/ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Business Manager

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 Approximate Cost of Publication