

**Chester Area School - #39-1**  
**Board of Education Official Minutes**  
**July 10, 2013**

The annual meeting of the Board of Education – Chester Area School District # 39-1 was held on July 10, 2013, at 5:30 p.m. in the Library at the Chester Area School Building. The following board members were present: Bunkers, Goodale, Meyer, Nelson, Park, Scott, and Van Liere. Absent: None. Also present were the following: Heath Larson, Superintendent; Eric Knight, Elementary Principal, Kristi Lewis, Business Manager. Guests: Amy Larson, Jane Utecht.

The meeting was called to order by President, Pat Scott.

**Action #1:** Motion by Bunkers, seconded by Goodale to approve the agenda. Motion carried.

The minutes of the June 10, 2013, meeting were read.

**Action #2:** Motion by Van Liere, seconded by Park to approve the minutes as written. Motion carried.

June Financial Report

	Beginning Balance	GENERAL	CAPITAL OUTLAY	SPECIAL ED	PENSION FUND	BOND REDEMP	SCHOOL LUNCH	OTHER ENTERPRISE
6/1/13	Checking	49,154.75	9,908.08	3,853.28	(1,235.86)	187.69	529.25	(1,386.16)
	Savings	742,279.88	171,745.33	6,828.54	27,244.07	73,992.86	35,540.43	627.00
	MMII Savings	333,986.02	269,177.71			402,249.83		
	Total Bank Balance	1,125,420.65	241,914.72	10,681.82	26,008.21	476,430.38	36,069.68	(759.16)
	Receipts							
	Taxes	116,025.43	68,525.05	31,978.12	6,852.20	0.00		
	<b>Total Local</b>	<b>125,067.60</b>	<b>69,075.18</b>	<b>32,596.12</b>	<b>6,852.20</b>	<b>79.06</b>	<b>1,644.12</b>	<b>440.00</b>
	County Apportionment	1,858.36						
	<b>Total Intermediate</b>	<b>1,858.36</b>						
	<b>Total State</b>	<b>141,143.00</b>		<b>7,114.00</b>			<b>1,393.22</b>	
	<b>Total Federal</b>	<b>21,744.94</b>					<b>5,694.64</b>	<b>0.00</b>
	<b>Grand Total Receipts</b>	<b>289,813.90</b>	<b>69,075.18</b>	<b>39,710.12</b>	<b>6,852.20</b>	<b>79.06</b>	<b>8,731.98</b>	<b>440.00</b>
6/11/13	June Expenditures	69,251.88	21,018.19	19,366.44			5,487.00	931.37
6/20/13	June Payroll	194,047.83		43,225.94	4,902.19		6,692.21	3,100.07
	Balance							
	Checking	49,355.68	9,889.89	3,710.90	461.95	187.69	550.04	5,557.40
	Savings	768,410.99	219,770.38	(15,911.34)	27,496.27	73,992.86	32,072.41	(9,908.00)
	MMII Savings	334,049.65	269,227.84			402,328.89		
6/30/13	Total Bank Balance	1,151,816.32	498,888.11	(12,200.44)	27,958.22	476,509.44	32,622.45	(4,350.60)

**Action #3:** Motion by Park, seconded by Nelson to approve the June financial report, revenue and expenditure reports and the trust & agency reports. Motion carried.

**Action #4:** Motion by Goodale, seconded by Meyer to approve the July Expenditures. Motion carried.

**Action #5:** Motion by Park, seconded by Nelson to transfer the following line items in the 2012-2013. Motion carried.

**Transfers for FY 2011-2012**

General Fund		Debit	Credit
From: 10 7000 000 690	Contingency	\$26,800.00	
Total:		\$26,800.00	

To:	10 1131 000 120	HS Substitutes	\$2,400.00
	10 1131 002 410	HS Computer Laser Supplies	\$769.00
	10 1131 009 410	Vo-Ag Supplies	\$2,300.00
	10 1131 800 230	Cyber Health Insurance	\$3,600.00
	10 1131 800 410	Cyber Supplies	\$6,200.00
	10 2213 000 110	Improvement of Instruction Salaries	\$260.00
	10 2311 000 640	Board of Education Dues & Fees	\$6,261.00
	10 2410 000 334	HS Principal Travel	\$520.00
	10 2559 000 323	Transportation Repairs/Maint.	\$640.00
	10 6902 000 334	AD Travel	\$3,850.00
			<u>\$26,800.00</u>

**Action #6:** Motion by Park, seconded by Nelson to let it be resolved, that the school board of the Chester Area School District, in accordance with SDCL 13-11-3.2 and after duly considering the proposed supplemental budget, hereby approves and adopts the following supplemental budget in total:

Appropriations:

General Fund

Board of Education Dues & Fees \$9,600.00

Means of Finance:

Fund Balance \$9,600.00

Motion carried.

**Action #7:** Motion by Goodale, seconded by Van Liere to adjourn at 6:15 p.m. and to reconvene. Motion carried.

Superintendent Larson called the first meeting of the new school year to order. The following board members were present: Bunkers, Goodale, Meyer, Nelson, Park, Scott, and Van Liere. Absent: None. Also present were Larson, Superintendent; Kristi Lewis, Business Manager; Eric Knight, Elementary Principal. Guests: Amy Larson, Jane Uttecht.

The Oath of Office was administered by Business Manager Kristi Lewis to Kathy Goodale, Nancy Meyer and Janet Park for a three year term.

Mr. Larson opened the nominations for election of officers of the Board of Education for the 2013-2014 school year.

**Action #8:** Motion by Bunkers, seconded by Goodale to nominate Pat Scott as chairman, and that nominations cease and a unanimous ballot is cast for Pat Scott. Motion carried.

Pat Scott was declared chairman of the board for the 2013-2014 school year.

Scott assumed the duties of chair.

Scott asked for nominations for vice chairman. .

**Action #9:** Motion by Nelson, seconded by Park to nominate Bob Van Liere for Vice Chairman and that nominations cease and unanimous ballot is cast for Bob Van Liere. Bob Van Liere declined. Motion failed.

**Action #10:** Motion by Van Liere, seconded by Goodale to nominate Jennifer Bunkers for Vice Chairman and that nominations cease and an unanimous ballot is cast for Jennifer Bunkers. Motion carried.

Jennifer Bunkers was declared vice-chairman of the board for the 2013-2014 school year.

Chairman Scott appointed the following committees for the 2013-2014 school year.

Negotiations – Certified: Goodale, Nelson, Scott.

Prairie Lakes Education Cooperative Representative: Park.

Buildings & Grounds: Bunkers, Meyer, Van Liere.

**Action #11:** Motion by Nelson, seconded by Bunkers to set the regular board meetings on the second Monday of each month at 5:30 p.m. in the Library of the Chester Area School Building; appoint Kristi Lewis as Business Manager to handle all school accounts including General, Capital Outlay, Capitol Projects, Special Education, Pension Fund, Bond Redemption, School Lunch and Trust &



Middle/High School Principals Report – No report.

Superintendent Report: Mr. Larson discussed the 6-12 principal/AD position and presented a contract for Julie Eppard.

**Action #17:** Motion by Goodale, seconded by Nelson to accept the contract for 6-12 Principal/AD for Julie Eppard.  
Motion carried.

Larson discussed the purchase of 6-8 and 9-12 math series.

**Action #18:** Motion by Goodale, seconded by Bunkers to purchase the new 6-8 and 9-12 math series textbooks from Pearson Education. Motion carried.

Larson discussed the phone system upgrade that the board had discussed previously.

**Action #19:** Motion by Bunkers, seconded by Nelson to purchase a new phone system from ITC. Motion carried.

Larson gave an update on summer work projects and the upcoming Joint Conference.

Larson, Lewis, Knight and Utecht left the meeting at 7:15 p.m.

**Action #20:** Motion by Nelson, seconded by Bunkers to move into executive session to discuss personnel at 7:15 p.m.. Motion carried.

Declare out of executive session at 7:50 p.m.

**Action #21:** Motion by Van Liere, seconded by Park to adjourn the meeting at 7:50 p.m. Motion carried.

The next school board meeting will be held on August 12, 2013 at 5:30 p.m

Kristi Lewis  
Business Manager