

Chester Area School - #39-1
Board of Education Official Minutes
July 11, 2016

The annual meeting of the Board of Education – Chester Area School District # 39-1 was held on July 11, 2016, 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, and Reiff. Absent: Hansen. Also present were the following: Heath Larson, Superintendent; Kristi Lewis, Business Manager, Julie Eppard, MS/HS Principal. Guests: Jane Utecht, Jody Hass, Tammy Fender.

The meeting was called to order by President, Todd Nelson.

Action #1: Motion by Goodale, seconded by Park to approve the agenda with additions. Motion carried.

The minutes of the June 13, 2016 meeting were read.

Action #2: Motion by Meyer, seconded by Goodale 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 ENTERPR ISE	
6/1/16	Checking	199,812.08	26,090.76	64,757.62	3,957.03	187.69	4,353.01	11,253.56
	Savings	757,525.70	460,777.00	75,623.87	19,256.35	74,020.29	73,931.32	32,098.00
	MMII Savings	336,584.54	271,224.99			405,478.26		
	Total Bank Balance	1,293,922.32	758,092.75	140,381.49	23,213.38	479,686.24	78,284.33	43,351.56
	Receipts							
	Taxes	86,421.47	61,575.21	28,930.24	6,157.46			
	Total Local	95,338.57	61,644.39	133,774.75	6,157.46	109.10	595.45	1,330.00
	County Apportionment	2,164.11						
	Total Intermediate	2,164.11						
	State of SD-State Aid	150,860.00		6,248.00				
	Total State	150,860.00		6,248.00			0.00	
	Total Federal	7,873.00		12,674.00			7,445.07	
	Grand Total Receipts	256,235.68	61,644.39	152,696.75	6,157.46	109.10	8,040.52	1,330.00
6/15/16	June Expenditures	87,548.80	26,882.59	16,447.17			4,821.80	320.48
6/20/16	June Payroll	203,886.99		43,456.04	5,505.48		6,331.17	2,000.31
	Balance							
	Checking	197,189.50	70,208.17	10,854.41	(1,548.45)	187.69	5,200.04	10,932.77
	Savings	724,341.81	451,352.21	222,320.62	25,413.81	74,020.29	69,971.84	31,428.00
	MMII Savings	336,672.35	271,294.17			405,587.36		
6/30/16	Total Bank Balance	1,258,203.66	792,854.55	233,175.03	23,865.36	479,795.34	75,171.88	42,360.77

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

Bunkers joined the meeting at 5:42 p.m.

Action #4: Motion by Park, seconded by Goodale to approve the FY 2016 year end and July Expenditures. Motion carried.

Action #5: Motion by Meyer, seconded by Goodale to transfer the following line items in the 2015-2016 from contingency and to supplement the budget \$10,500 from general fund balance. Motion carried.

FY 2015-2016 Budget Transfers

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

To:	10 2311 000 640	Board of Education Dues & Fees	\$4,500.00
	10 2549 000 323	Operation Repairs/Maint.	\$11,200.00
	10 2559 000 323	Transportation Repairs/Maint.	\$5,500.00
	10 2329 000 313	Multi Service Coop	\$50.00
	10 6902 000 334	AD Travel	\$5,550.00
			<u>\$26,800.00</u>

Budget Supplement

From: 10 760 Fund Balance \$10,500.00

To: 10 6902 000 334 AD Travel \$10,500.00

Reiff joined the meeting at 5:59 pm.

Action #6: Motion by Goodale, seconded by Bunkers to adjourn at 6:00 p.m. and to reconvene. Motion carried.

Nancy Meyer was recognized and commended for her 18 years of dedicated service to the Chester Area School Board of Education.

Superintendent Larson called the first meeting of the new school year to order. The following board members were present: Bunkers, Goodale, Hass, Nelson, Park, and Reiff. Absent: Hansen. Also present were Heath Larson, Superintendent; Kristi Lewis, Business Manager; Julie Eppard, MS/HS Principal. Guests: Jane Utecht, Tammy Fender.

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

Mr. Larson opened the floor for nominations for election of officers of the Board of Education for the 2016-2017 school year.

Action #7: Motion by Goodale, seconded by Park to nominate Todd Nelson as chairman and declare nominations cease and a unanimous ballot is cast for Todd Nelson. Motion carried.

Nelson assumed the duties of chair.

Nelson opened the floor for nominations for vice chairman.

Action #8: Motion by Goodale, seconded by Reiff to nominate Jennifer Bunkers for Vice Chairman and declare nominations cease and a unanimous ballot is cast for Jennifer Bunkers. Motion carried.

Jennifer Bunkers was declared vice-chairman of the board for the 2016-2017 school year.

Chairman Nelson appointed the following committees for the 2016-2017 school year.

Negotiations – Certified: Todd Nelson, Kathy Goodale, Jody Hass.

Prairie Lakes Education Cooperative Representative: Park, Alternate: Hansen

Buildings & Grounds: Bunkers, Hansen, Reiff.

Action #9: Motion by Goodale, seconded by Park 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. Motion carried.

HB 1214 Conflict Disclosure: No additional disclosures were made at this time.

Action #10: Motion by Bunkers, seconded by Reiff to 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 & Agency, to designate Wells Fargo, First Bank & Trust, Great Western Bank, US Bank and South Dakota Public Funds Investment Trust (FIT) as depositories for all funds (General, Capital Outlay, Capitol Projects, Special Education, Pension Fund, Bond Redemption, School Lunch and Trust & Agency, to designate Heath Larson as the Title IX coordinator, to designate Eric Knight as Title I Director and Homeless Liaison, to designate Madison Daily Leader as the official newspaper, to compensate board members for attendance at meetings at \$50, and to compensate the chairman for attendance at the 12 regular meetings at \$60, and \$50 for all other meetings for the 2016-2017 school year. Motion carried.

Action #11: Motion by Goodale, seconded by Hass to adopt the following fees and charges:

A. Athletic Admission	Adult	\$5.00
	Student	\$3.00
	Double Headers	\$6/\$4
B. Athletic Season Tickets	Family	\$100.00
	Adult	\$60.00
	Grades 7-12	\$30.00
	Grades K-6	\$20.00
C. School Lunch	Grades PK-8	\$2.70
	Grades 9-12	\$2.85
	Reduced	\$.40
	Extra Milk	\$.35
	Adult	\$3.50
D. Breakfast	Grades PK-12	\$1.95
	Reduced	\$.30
	Extra Milk	\$.35
	Adult	\$2.25
E. Music Instrumental Rental Fees	Instruments	\$40.00
	Percussion	\$25.00
F. Substitute Teachers		\$100.00
	Long Term (after 5 consecutive days)	\$115.00
G.	Adopt state rates for in and out of state travel and meals.	
H.	Preschool Tuition – 3 day -\$100/month or \$900.00/year, 2 day -\$80/month or \$720.00/year,.	
I.	Tablet/Laptop replacement prices with insurance: Pay 50% of cost to repair or replace. No insurance or intentional act: Pay full cost to repair or replace.	

Motion carried.

Business Manager: Kristi Lewis presented the 2016-2017 budget for the budget hearing.

Elementary Principals Report – No report.

Middle/High School Principals Report – Eppard discussed Mrs. Larson being named as the Region Track and State Head Girls Track Coach of the Year and Mike O’Connell being named as Region Asst. Track Coach of the Year. Beresford will be joining the Big East Conference in the 2017-2018 school year.

Superintendent Report: Mr. Larson presented 1 application for open enrollment.

Action #12: Motion by Goodale, seconded by Bunkers to 1 application for open enrollment.

Motion carried.

Larson presented the contract for Medication Aide Nursing Supervision from Madison Community Hospital.

Action #13: Motion by Park, seconded by Reiff to accept the Medication Aide Nursing Supervision contract from Madison Community Hospital. Motion carried.

Larson presented the resignation of Dawn Mentele, Cyber Math teacher.

Action #14: Motion by Bunkers, seconded by Hass to accept the resignation of Dawn Mentele. Motion carried.

Larson presented the first reading of the Teacher Evaluation Tool: Professional Growth Option and the Principal Evaluation Tool.

Larson gave an update on summer work projects.

Larson discussed the school board retreat to set school district goals. The retreat will be held on August 29th at 6:30 p.m. in the conference room at Chester Area School.

Larson presented the resignation of Tammi Schmahl, Special Education Paraprofessional.

Action #15: Motion by Goodale, seconded by Hass to accept the resignation of Tammi Schmahl. Motion carried.

Action #16: Motion by Bunkers, seconded by Hass to adjourn the meeting at 7:06 p.m. Motion carried.

The next school board meeting will be held on August 8, 2016 at 5:30 pm.

Kristi Lewis
Business Manager