

Chester Area School - #39-1
Board of Education Official Minutes
July 13, 2015

The annual meeting of the Board of Education – Chester Area School District # 39-1 was held on July 15, 2015, at 5:30 p.m. in the Library at the Chester Area School Building. The following board members were present: Bunkers, Goodale, Hansen, Meyer, Nelson, Park, and Scott. Absent: None. Also present were the following: Heath Larson, Superintendent; Eric Knight, Elementary Principal, Kristi Lewis, Business Manager. Guests: Jane Utecht, Deanna Reiff.

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

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

The minutes of the June 8, 2015 meeting were read.

Action #2: Motion by Meyer, seconded by Goodale to approve the minutes as written. Motion carried.

<u>June Financial Report</u>							
Beginning Balance	GENERAL	CAPITAL OUTLAY	SPECIAL ED	PENSION FUND	BOND REDEMP	SCHOOL LUNCH	OTHER ENTERPRISE
Checking	170,587.33	15,901.76	6,528.89	1,037.71	187.69	3,032.44	8,357.16
Savings	721,799.15	283,523.05	4,277.89	17,255.98	74,020.29	69,913.75	34,830.00
MMII Savings	335,644.35	270,484.27			404,310.20		
Total Bank Balance	1,228,030.83	569,909.08	10,806.78	18,293.69	478,518.18	72,946.19	43,187.16
Receipts							
Taxes	138,486.28	97,408.01	47,990.54	9,740.62			
Total Local	147,077.42	99,089.57	144,199.58	9,740.62	90.81	356.10	890.00
County Apportionment	3,120.64						
Total Intermediate	3,120.64						
State of SD-SL Proration						1,064.80	
State of SD-State Aid	153,034.00		4,544.00				
Total State	153,034.00		4,544.00			1,064.80	
State of SD-Title I/IIA/IDEA B/Preschool/SL Proration	12,406.00		28,915.00			1,064.80	
Federal Wetlands	202.44	340.87	167.86	34.09			
State of SD-Fed School Lunch Reimb						5,569.49	
Total Federal	12,608.44	340.87	29,082.86	34.09		5,569.49	
Grand Total Receipts	315,840.50	99,430.44	177,826.44	9,774.71	90.81	6,990.39	890.00
June Expenditures	82,898.50	99,072.24	16,804.83			4,741.53	454.79
June Payroll	202,258.40		42,378.57	5,478.21		6,026.14	1,126.70
Balance							
Checking	179,265.92	16,829.52	16,345.49	2,059.50	187.69	3,864.77	9,025.67
Savings	743,364.76	282,895.90	113,104.33	20,530.69	74,020.29	65,073.14	33,470.00
MMII Savings	335,717.42	270,541.86			404,401.01		
Total Bank Balance	1,258,348.10	570,267.28	129,449.82	22,590.19	478,608.99	68,937.91	42,495.67

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

Action #4: Motion by Park, seconded by Goodale to approve the FY 2015 year end and July Expenditures. Motion carried.

Action #5: Motion by Nelson, seconded by Bunkers to transfer the following line items in the 2014-2015 from contingency. Motion carried.

Transfers for FY 2014-2015

General Fund		Debit	Credit
From:	10 7000 000 690 Contingency	<u>\$25,920.00</u>	
Total:		\$25,920.00	
To:	10 1111 000 120 Elem Substitutes		\$3,000.00
	10 2229 000 410 Library Supplies		\$550.00
	10 2311 000 334 Board of Education Dues & Fees		\$1,500.00
	10 2329 000 313 Multi Service Coop Admin Services		\$70.00
	10 2410 800 230 MS/HS Principal Insurance		\$800.00
	10 2549 000 323 Operation Repairs/Maint.		<u>\$20,000.00</u>
			\$25,920.00

Action #6: Motion by Nelson, seconded by Bunkers to move into executive session (SDCL 1-25-2.4) at 5:42 p.m. for negotiations. Motion carried.

Declare out of executive session at 6:50 p.m.

Action #7: Motion by Goodale, seconded by Bunkers to approve the 2015-2016 Negotiated Agreement. Motion carried.

Action #8: Motion by Nelson, seconded by Hansen to accept all contracts for 2015-2016 with salary increases. Motion carried.

Action #9: Motion by Meyer, seconded by Bunkers to adjourn at 6:55 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, Hansen, Goodale, Meyer, Nelson, Park, and Reiff. Absent: None. Also present were Larson, Superintendent; Kristi Lewis, Business Manager; Eric Knight, Elementary Principal. Guests: Pat Scott, Jane Utecht.

The Oath of Office was administered by Business Manager Kristi Lewis to Deanna Reiff for a three year term.

Mr. Larson opened the nominations for election of officers of the Board of Education for the 2015-2016 school year.

Action #10: Motion by Bunkers, seconded by Goodale to nominate Todd Nelson as chairman, motion by Hansen, seconded by Park to nominate Jennifer Bunkers. Motion carried.

A ballot was distributed and Todd Nelson was declared the new chairman of the board for the 2015-2016 school year.

Nelson assumed the duties of chair.

Nelson asked for nominations for vice chairman. .

Action #11: Motion by Hansen, seconded by Meyer 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 2015-2016 school year.

Scott left the meeting at 7:00 p.m.

Chairman Nelson appointed the following committees for the 2015-2016 school year.

Negotiations – Certified: Goodale, Meyer, Nelson.

Prairie Lakes Education Cooperative Representative: Park, Alternate: Hansen

Buildings & Grounds: Bunkers, Hansen, Reiff.

Action #12: Motion by Hansen, seconded by Goodale 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.

Action #13: Motion by Hansen, seconded by Park 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. Motion carried.

Action #14: Motion by Park, seconded by Meyer to designate Wells Fargo, First Bank & Trust, Great Western Bank, Home Federal, 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). Motion carried.

Action #15: Motion by Bunkers, seconded by Goodale to designate Heath Larson as Title IX Coordinator. Motion carried.

Action #16: Motion by Meyer, seconded by Reiff to designate Eric Knight as Title I Director and IDEA Director. Motion carried.

Action #17: Motion by Park, seconded by Reiff to designate the Madison Daily Leader as the legal paper. Motion carried.

Action #18: Motion by Bunkers, seconded by Park 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 2015-2016 school year. Motion carried.

Action #19: Motion by Bunkers, seconded by Hansen 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 | \$2.65 |
| | Grades 9-12 | \$2.80 |
| | Reduced | \$.40 |
| | Extra Milk | \$.35 |
| | Adult | \$3.45 |
| 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 | | \$85.00 |
| | Long Term (after 5 consecutive days) | \$100.00 |
| 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 intentiona act: Pay full cost to repair or replace. | |

Motion carried.

Business Manager: Kristi Lewis presented the 2015-2016 budget for the budget hearing.

Elementary Principals Report – Eric Knight presented the Consolidated Application for federal funding.

Action #20: Motion by Park, seconded by Goodale to approve the Consolidated Application. Motion carried.

Middle/High School Principals Report – No report.

Superintendent Report: Mr. Larson presented 5 applications for open enrollment.

Action #21: Motion by Bunkers, seconded by Hansen to 5 applications for open enrollment.
Motion carried.

Larson presented a letter of resignation from Eric Bauder, K-12 PE/Health/MS Computer.

Action #22: Motion by Meyer, seconded by Goodale to regretfully accept the resignations of Eric Bauder. Motion carried.

Larson presented classified contracts for Dana DeBoer, Elementary Para-professional and Lori Kappler, High Plains Alternative School Para-professional.

Action #23: Motion by Bunkers, seconded by Goodale to accept the following contracts for Dana DeBoer, Elementary Para-professional and Lori Kappler, High Plains Alternative School Para-professional.
Motion carried.

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

Action #24: Motion by Meyer, seconded by Reiff to accept the Medication Aide Nursing Supervision from Madison Community Hospital. Motion carried.

Larson gave an update on summer work projects. Larson discussed holding a school board retreat to set school district goals. The retreat will be held on August 24th at 6 p.m. in the conference room at Chester Area School.

Larson presented a contract for Corissa Bonte, K-12 PE/Health/MS Computer teacher.

Action #25: Motion by Park, seconded by Bunkers to accept the contract for Corissa Bonte, K-12 PE/Health/MS Computer teacher.
Motion carried.

Action #26: Motion by Bunkers, seconded by Hansen to adjourn the meeting at 7:41 p.m. Motion carried.

The next school board meeting will be held on August 10, 2015 at 5:30 p.m

Kristi Lewis
Business Manager