

Chester Area School - #39-1
Board of Education Official Minutes
July 17, 2017

The annual meeting of the Board of Education – Chester Area School District # 39-1 was held on July 17, 2017, at 5:30 p.m. in the Library at the Chester Area School Building. The following board members were present: Bunkers, Goodale, Hansen, Hass, Nelson, Park, and Reiff. Absent: None. Also present were the following: Heath Larson, Superintendent; Kristi Lewis, Business Manager. Guests: Dave Askins, Amy Johnson, Darin Seeley.

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

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

The minutes of the June 12, 2017 meeting were read.

Action #2: Motion by Bunkers, 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
Checking	208,250.25	2,616.77	43,711.05	20,761.59	187.69	10,251.69	21,938.12
Savings	441,827.73	879,623.71	135,341.77	13,329.84	74,020.29	89,867.02	20,590.93
MMII Savings	337,648.64	272,063.39			406,800.32		
Total Bank Balance	987,726.62	1,154,303.87	179,052.82	34,091.43	481,008.30	100,118.71	42,529.05
Receipts							
Taxes	87,188.11	71,522.70	38,470.58				
Total Local	93,770.53	72,107.21	38,470.58	0.00	109.62	867.07	720.00
County Apportionment	1,749.80						
Total Intermediate	1,749.80						
Total State	179,596.00						
Total Federal	20,125.00		43,278.00			4,828.81	
Grand Total Receipts	295,241.33	72,107.21	81,748.58	0.00	109.62	5,695.88	720.00
June Expenditures	91,994.02	28,128.87	14,070.78			3,712.49	4,377.57
June Payroll	222,000.83		40,860.95			6,371.83	2,428.92
Balance							
Checking	203,065.79	(5,512.10)	45,779.32	20,761.59	187.69	11,667.37	18,731.63
Savings	427,795.22	931,661.41	160,090.35	13,329.84	74,020.29	84,062.90	17,710.93
MMII Savings	337,736.87	272,132.90			406,909.94		
Total Bank Balance	968,597.88	1,198,282.21	205,869.67	34,091.43	481,117.92	95,730.27	36,442.56

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

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

Action #5: Motion by Park, seconded by Goodale to transfer the following line items in the 2016-2017 from contingency and to supplement the budget \$75,425.08 from general fund balance. Motion carried.

FY 2016-2017 Budget Transfers

General Fund		Debit	Credit
From:	10 7000 000 690 Contingency	\$26,800.00	
Total:		\$26,800.00	
To:	10 1111 000 230 Elementary Health Insurance		\$4,500.00
	10 1121 000 111 MS Salaries		\$2,200.00
	10 1131 000 230 HS Health Insurance		\$1,000.00

10 2227 000 319	Technology Purchased Services	\$1,400.00
10 6902 000 334	AD Travel	\$12,000.00
10 6910 000 411	Drama Supplies	\$3,300.00
10 6911 000 111	Elem Lunch Supervision	\$2,400.00
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		\$26,800.00

Budget Supplement

From:	10 760	Fund Balance	\$75,425.08
To:	10 1121 000 111	MS Salaries	\$61,800.00
	10 1131 805 471	Classroom Innovation Grant	\$13,625.08

Mr. Larson introduced Amy Johnson; Mrs. Johnson will serve as the new elementary principal.

Action #6: Motion by Reiff, seconded by Goodale 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, Hansen, Hass, Nelson, Park, and Reiff. Absent: None. Also present were Heath Larson, Superintendent; Kristi Lewis, Business Manager. Guests: Dave Askins, Amy Johnson, Darin Seeley.

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

Mr. Larson opened the floor for nominations for election of officers of the Board of Education for the 2017-2018 school year.

Action #7: Motion by Goodale, seconded by Hass 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 Bunkers, seconded by Goodale to nominate Kim Hansen for Vice Chairman and declare nominations cease and a unanimous ballot is cast for Kim Hansen. Motion carried.

Kim Hansen was declared vice-chairman of the board for the 2017-2018 school year.

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

Chairman Nelson appointed the following committees for the 2017-2018 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 Reiff, seconded by Hass to accept school board committee appointments. Motion carried.

Action #10: 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; to appoint Kristi Lewis as Business Manager to handle all school accounts including General, Capital Outlay, Capitol Projects, Special Education, 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, Bond Redemption, School Lunch and Trust & Agency; to designate Heath Larson as the Title IX coordinator; to designate Amy Johnson 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.; 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.	
	<u>Motion carried.</u>	

Business Manager: Kristi Lewis presented the 2017-2018 budget for the budget hearing.

Lewis presented the results from the June 20th school board election. The school board conducted an official canvas of the school board results.

Action #11: Motion by Bunkers, seconded by Reiff to declare the school board election official results as Kim Hansen – 86, Janel Brown – 35. Motion carried.

Lewis presented the second reading of the Chester Area Unpaid School Meal Charge Policy.

Action #12: Motion by Hass, seconded by Goodale to adopt the Chester Area Unpaid School Meal Charge Policy. Motion carried.

Elementary Principals Report – No report.

Middle/High School Principals Report – Larson discussed the school and activity calendars are posted on the school website and to recognize Misty Larson, as Area II head track & field coach of the year and Kristi Philips, as Area II assistant track & field coach of the year.

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

Action #13: Motion by Bunkers, seconded by Park to two applications for open enrollment. Motion carried.

Larson presented the contract for Medication Aide Nursing Supervision from Madison Regional Health.

Action #14: Motion by Hansen, seconded by Hass to accept the Medication Aide Nursing Supervision contract from Madison Regional Health. Motion carried.

Larson presented the resignation of Cori Bonte, K-12 PE/Health teacher.

Action #15: Motion by Goodale, seconded by Reiff to accept the resignation of Cori Bonte. Motion carried.

Larson presented a contract for Mark Moeller for K-12 PE/Health, Asst. Football, 5-8 grade Girls Basketball and Asst. Varsity Track.

Action #16: Motion by Reiff, seconded by Park to approve the contract for Mark Moeller for K-12 PE/Health, Asst. Football, 5-8 grade Girls Basketball and Asst. Varsity Track. Motion carried.
Larson presented a contract for Joyce Yost, Elementary Paraprofessional.

Action #17: Motion by Hass, seconded by Hansen to accept the contract for Joyce Yost, Elementary Paraprofessional. Motion carried.

Larson presented a contract for Riley Miller, Asst. Wrestling coach.

Action #18: Motion by Park, seconded by Bunkers to accept the contract for Riley Miller, Asst. Wrestling Coach. Motion carried.

Larson gave an update on summer capital projects.

Larson discussed the school board retreat to set school district goals. The retreat will be held on September 11th after the regular school board meeting in the library at Chester Area School.

Action #19: Motion by Bunkers, seconded by Hass to adjourn the meeting at 7:01 p.m. Motion carried.

The next school board meeting will be held on August 14, 2017 at 5:30 pm.

Kristi Lewis
Business Manager