

**Chester Area School - #39-1**  
**Board of Education Official Minutes**  
**July 16, 2018**

The annual meeting of the Board of Education – Chester Area School District # 39-1 was held on July 18, 2018, at 5:30 p.m. in the Library at the Chester Area School Building. The following board members were present: Goodale, Hansen, Hass, Meyer, Nelson, Park, and Reiff. Absent: None. Also present were the following: Heath Larson, Superintendent; Kristi Lewis, Business Manager; Julie Eppard MS/HS Principal and Amy Johnson Elem Principal. Guests: Darin Seeley.

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 11, 2018 meeting were read.

**Action #2:** Motion by Goodale, seconded by Reiff 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
6/1/18	Checking	237,044.51	25,550.03	36,258.19	0.00	187.69	21,496.74	9,608.54
	Savings	695,221.98	1,198,945.11	269,883.26	547.78	74,020.29	78,380.31	14,660.00
	MMII Savings	338,737.35	272,907.22			408,143.27		
	Total Bank Balance	1,271,003.84	1,497,402.36	306,141.45	547.78	482,351.25	99,877.05	24,268.54
	Receipts							
	Taxes	47,699.98	44,513.15	23,209.08	0.00			
	<b>Total Local</b>	<b>53,020.68</b>	<b>45,113.34</b>	<b>73,586.43</b>	<b>0.00</b>	<b>109.96</b>	<b>707.95</b>	<b>200.00</b>
	County Apportionment	1,502.37						
	<b>Total Intermediate</b>	<b>1,502.37</b>						
	State of SD-State Aid	173,940.00						
	<b>Total State</b>	<b>173,940.00</b>						
	<b>Total Federal</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>			<b>5,017.81</b>	
	<b>Grand Total Receipts</b>	<b>228,463.05</b>	<b>45,113.34</b>	<b>73,586.43</b>	<b>0.00</b>	<b>109.96</b>	<b>5,725.76</b>	<b>200.00</b>
6/11/18	June Expenditures	89,372.42	10,225.97	26,928.81			4,327.55	558.22
6/20/18	June Payroll	225,517.97		42,014.90			6,401.13	6,922.04
	Balance							
	Checking	322,003.88	35,324.06	80,314.48	0.00	187.69	31,268.06	12,828.28
	Savings	523,348.57	1,223,988.71	230,469.69	547.78	74,020.29	63,606.07	4,160.00
	MMII Savings	338,825.87	272,976.96			408,253.23		
6/30/18	Total Bank Balance	1,184,178.32	1,532,289.73	310,784.17	547.78	482,461.21	94,874.13	16,988.28

**Action #3:** Motion by Hansen, seconded by Park 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 FY2017 year end and July Expenditures. Motion carried.

**Action #5:** Motion by Hass, seconded by Reiff to transfer the following line items in the 2017-2018 from contingency. Motion carried.

**FY 2017-2018 Budget Transfers**

General Fund			Debit	Credit
From:	10 7000 000 690	Contingency	<u>\$26,800.00</u>	
Total:			\$26,800.00	
To:	10 1131 800 340	HS Communication Services		\$7,500.00
	10 2227 000 230	Technology Health Insurance		\$3,300.00
	10 2559 000 323	Transportation Repairs & Maint.		<u>\$16,000.00</u>
				\$26,800.00

Mr. Larson and the school board recognized and thanked Nancy Meyer for her service on the board.

**Action #6:** Motion by Meyer, seconded by Hass to adjourn at 5:55 p.m. and to reconvene. Motion carried.

Meyer left the meeting at 5:55 p.m.

Superintendent Larson called the first meeting of the new school year to order. The following board members were present: Goodale, Hansen, Hass, Nelson, Park, Reiff and Seeley. Absent: None. Also present were Heath Larson, Superintendent; Kristi Lewis, Business Manager; Julie Eppard MS/HS Principal and Amy Johnson Elem Principal. Guests: None.

The Oath of Office was administered by Business Manager Kristi Lewis to Todd Nelson, Deanna Reiff and Darin Seeley for a three-year term.

Mr. Larson opened the floor for nominations for election of officers of the Board of Education for the 2018-2019 school year.

**Action #7:** Motion by Goodale, seconded by Seeley 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 Hass, 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 2018-2019 school year.

HB 1214 Conflict Disclosure: Heath Larson and Kim Hansen presented conflict of interest disclosures to the school board. All waivers involve spouse's employed by the school district.

**Action #9:** Motion by Reiff seconded by Hass to accept the conflict of interest disclosures from Heath Larson and Kim Hansen after review and determining the contract disclosures as fair, reasonable and not contrary to the public interest. Motion carried.

Chairman Nelson appointed the following committees for the 2018-2019 school year.

Negotiations – Certified: Nelson, Hass, Seeley.

Prairie Lakes Education Cooperative Representative: Park, Alternate: Hansen

Buildings & Grounds: Goodale, Hansen, Reiff.

Finance Committee: Hansen, Hass, Nelson.

**Action #10:** Motion by Park, seconded by Reiff to accept school board committee appointments. Motion carried.

**Action #11:** Motion by Hansen, seconded by Hass 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 2018-2019 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 2018-2019 budget for the budget hearing.

Lewis presented the results from the June 19<sup>th</sup> school board election. The school board conducted an official canvas of the school board results.

**Action #12:** Motion by Hass, seconded by Park to declare the school board election held on June 19, 2018, official results as Darin Seeley – 101, Todd Nelson (I) – 75, Deanna Reiff (I)– 69, Matthew Bleeker – 40. Seeley, Nelson and Reiff declared winners. Chester Area School District has 1196 registered voters with 107 voting in the election with an 8.9 % of registered voters voting. Motion carried.

Elementary Principals Report – No report.

Middle/High School Principals Report – No report.

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

**Action #13:** Motion by Goodale, seconded by Reiff to approve three applications for open enrollment. Motion carried.

Larson presented the resignation of Ross Peterson, Middle school social studies teacher.

**Action #14:** Motion by Goodale, seconded by Park to accept the resignation of Ross Peterson. Motion carried.

Larson presented a contract for Samantha Lindholm for MS Social Studies and Jr High Girls Basketball and Jacob Tvedt, Asst. Boys Basketball.

**Action #15:** Motion by Reiff, seconded by Hass to approve the contract for Samantha Lindholm, MS Social Studies and Jr High Girls Basketball. Motion carried.

**Action #16:** Motion by Hansen, seconded by Reiff to approve the contract for Jacob Tvedt, Asst. Boys Basketball. Motion carried.

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

**Action #17:** Motion by Park, seconded by Hass to accept the Medication Aide Nursing Supervision contract from Madison Regional Health. Motion carried.

Larson presented the second reading of the Seclusion/Restraint Policy.

**Action #18:** Motion by Hansen, seconded by Goodale to adopt the Seclusion/Restraint Policy. Motion carried.

Larson gave an update on summer capital projects and online learning programs.

Larson discussed the school board retreat to set school district goals. The retreat will be held on August 13th after the regular school board meeting in the library at Chester Area School.

**Action #19:** Motion by Goodale, seconded by Hass to adjourn the meeting at 7:45 p.m. Motion carried.

The next school board meeting will be held on August 13, 2018 at 5:30 pm.

Kristi Lewis  
Business Manager