

## BOARD OF EDUCATION PROCEEDINGS BIG STONE CITY SCHOOL DISTRICT #25-1

The Big Stone City School District's Board of Education met in a regular session on June 19, 2023 @ 6:00 PM with the following members present or absent:

Officers and others present:

Christopher Folk, CEO/Business Manager

Janelle Huber, Principal

Meeting called to order by school board president Hillary Henrich at 6:00 PM

Roll call was taken with Sue Christensen, Alan Chrzanowski , Hillary Henrich, and Sue Westermeyer present. Amy VanLith was absent. Quorum established.

The Pledge of Allegiance was recited.

Motion by Westermeyer, seconded by Chrzanowski, to approve the amended agenda. The amended agenda included adding the following 2023-2024 handbooks to the consent agenda as the updates to the handbooks were done ahead of schedule/planned; student/parent, support staff, and teacher handbooks. 4 votes yes. Motion Carried.

Community Input Session: Semi-annual review of the Fall 2022 Safe Return to School Plan per federal ESSER guidelines. No changes were made. Motion by Christensen, seconded by Westermeyer, to approve the Safe Return to School Plan. 4 votes yes. Motion Carried.

### **Communication Items**

- School Board Communication: none
- Principal Report: MTSS spring benchmark/state assessment presentation
- Learning Center Director Report: quarterly financial report for June ending May 31, 2023.
- CEO/Business Manager Report: the following reports were presented; Revenue/Expenditure Summary Report, BSCS Board Report – Detail, Bills and BMO PCard, Payroll Register – Unitemized Report, Balance Sheet, Check Reconciliation Report, and Manual Journal Entry Board Report. Other items discussed; 2023-2024 Proposed Budget, publish (before July 15) with June board minutes along with notice of hearing held at the July board meeting prior to August 1, SDCL 13-11-2, and 2022-2023 Budget to Actual Reporting.

Financial Report

		10 GENERAL FUND	21 CAPITAL OUTLAY FUND	22 SPECIAL EDUCATION FUND	51 FOOD SERVICE FUND	53 PRESCHOOL/OUT-SIDE SCHOOL TIME (OST)/LLLC FUND
May 1, 2023	BEGINNING BALANCE	(\$41,298.89)	\$127,650.25	\$98,046.65	(\$17,167.61)	\$148,643.82
	TOTAL RECEIPTS	\$374,448.13	\$65,479.96	\$68,785.10	\$7,609.79	\$21,488.44
	TOTAL DISBURSEMENTS	(\$87,359.48)	(\$3,802.11)	(\$13,168.60)	(\$12,019.75)	(\$23,083.96)
May 31, 2023	ENDING BALANCE	\$245,789.76	\$189,328.10	\$153,663.15	(\$21,577.57)	\$147,048.30

Certificate of Deposit – \$234,115.62

Advance Payment (Fund 11) & Flex Account (Fund 71) – \$9,756.55

Student Council (Fund 72) – \$1,877.98

The following bills were approved:

**GENERAL FUND:** ADVANCE PAYMENT FUND,(SCHOOL CHECKING FUND),1,724.43 BMO MASTERCARD,(PCARD),3,898.67 BRANDT, LORELEI ,(REIMBURSEMENT),114.66 CASH-WA DISTRIBUTING CO, (FOOD SERVICE),101.02 CHURCHILL, MANOLIS, FREEMAN, KLUDT, SHELTON & BURNS LLP, (DUES & SERVICES),516.44 CITY OF BIG STONE CITY, (UTILITIES),1,257.60 CROCKER, HOLLAND ,(REIMBURSEMENT),112.56 GRANT COUNTY REVIEW,(ADVERTISING),72.27 HUBER, JANELLE ,(REIMBURSEMENT),315.82 M&J DISTRIBUTORS,(LAWNMOWER & REPAIR),352.67 MILBANK SCHOOL DISTRICT,(TUITION BILLING),119,782.08 MUENCHOW, RACHELLE ,(REIMBURSEMENT),112.56 NORTHWESTERN ENERGY,(UTILITIES - NATGAS),321.47 ORTONVILLE PUBLIC SCHOOLS,(TUITION, TRANSPORTATION, GENERAL),35,081.04 US FOODS,(FOOD PURCHASES, CUSTODIAL),825.70 WEISMANTEL RENT-ALL,(TRANSPORTATION RENT),1,495.00 WOLLSCHLAGER, ASHLEY ,(REIMBURSEMENT),112.56

**CAPITAL OUTLAY FUND:** HUB CITY ROOFING,(BUILDING MAINTENANCE),1,500.00

**SPECIAL EDUCATION FUND:** BIG STONE THERAPIES INC,(THERAPY),633.75 MILBANK SCHOOL DISTRICT,(TUITION BILLING),39,353.00 ORTONVILLE PUBLIC SCHOOLS,(TUITION, TRANSPORTATION, GENERAL),13,335.83

**FOOD SERVICE FUND:** BMO MASTERCARD,(PCARD),608.77 CASH-WA DISTRIBUTING CO, (FOOD SERVICE),354.47 EAST SIDE JERSEY DAIRY,(SCHOOL LUNCH MILK),150.67 ORTONVILLE PLUMBING & HEATING,(MAINTENANCE & SUPPLIES),1,153.71 US FOODS,(FOOD PURCHASES, CUSTODIAL),1,137.51

**PRESCHOOL/LEARNING CENTER/OST FUND:** ADVANCE PAYMENT FUND,(SCHOOL CHECKING FUND),436.00 BMO MASTERCARD,(PCARD),905.20 CITY OF BIG STONE CITY, (UTILITIES),255.69 CROCKER, HOLLAND ,(REIMBURSEMENT),20.00 NORTHWESTERN ENERGY,(UTILITIES - NATGAS),22.95 US FOODS,(FOOD PURCHASES, CUSTODIAL),749.66

### Action Items

Motion by Christensen, seconded by Chrzanowski, to approve the **Consent Agenda**. 4 votes yes. Motion Carried.

- Approval of minutes from previous school board meeting(s); May 15, 2023 meeting minutes
- Approval of the financial reports
- Approval of the bills, including BMO Mastercard purchases
- Approval of the Disclosure of Conflict of Interest, if applicable
- Approval of Lisa Brandenburger as Kindergarten teacher for the 2023-2024 school year
- Approval of Rachelle Muenchow as summer school math teacher for the summer 2023
- Approval of Lynda Ostlund as summer school ELA teacher for the summer 2023
- Approval of 2024FY contract for Sarah Frevert as Little Lions' Learning Center Director
- Approval of Holland Crocker as OST Assistant - Summer 2023
- Approval of Tatum Berry as OST Assistant - Summer 2023
- Approval of Ellie Neugebauer as OST Assistant and LLC helper - Summer 2023
- Second and final reading of policy JFCL - Student Registered Sex Offenders
- Approval of the School Improvement Plan
- Approval of the Special Education Comprehensive Plan
- Approval of the 2023-2024 student/parent handbook

- Approval of the 2023-2024 support staff handbook
- Approval of the 2023-2024 teacher handbook

Motion by Westermeyer, seconded by Christensen, to approve the scheduling of the proposed budget hearing, set for the next school board meeting, July 24, 2023. 4 votes yes. Motion Carried.

Motion by Christensen, seconded by Westermeyer, to approve USFoods as the primary vendor per the state procurement process for the 2023-2024 school year. 4 votes yes. Motion Carried.

**Discussion** (Items listed below for discussion may be acted upon by the school board)

There were discussions on the following items:

- Two year reorganization - ongoing
- Next school board meeting(s): July 24, 2023 (regular meeting) at 6:00pm in the board room/CEO office.

Motion by Chrzanowski, seconded by Westermeyer, to adjourn the meeting at 6:49 PM. 4 votes yes. Motion Carried.

/S/ \_\_\_\_\_  
President

/S/ \_\_\_\_\_  
Business Manager

\_\_\_\_\_  
Approximate Cost of Publication