

Minutes

Milbank School District Board Proceedings

April 9, 2018

President Schwandt called the meeting to order at 7:00 PM in the board room of the high school building. The Pledge of Allegiance was said. Members present were Upton, Thue, Bien, Stengel, and Schwandt. Superintendent Tim Graf and Business Manager Nancy Meyer were also in attendance. Guests present were Jane Popowski, Barb Livingston, Kris Evje, Amy Brandriet, Keri Schliesman, Dan Snaza, Ashley Veen, Deb Hemmer, and Marylynn Fields.

Motion by Stengel and seconded by Upton to approve the agenda as presented. Motion carried.

5-0

No one addressed the Board during the Community Input Session.

The School Spotlight featured the Endowment Fund Concerts scheduled for April 22, 2018. There will be two shows at 3:00 pm and 7:30 pm. Matt Vee and Friends will be performing the tribute to Neil Diamond. Jane Popowski has invested countless hours into making this become a reality and presented an overview to the board of the event. Marylynn Fields, president of the Endowment Board, publicly thanked Jane for all her hard work.

Other discussion item: Discussion on Make Up Days.

Motion by Stengel and seconded by Upton to approve the consent agenda. Motion carried.5-0

Items included were:

Approve minutes of March School Board Meetings.

Approval of Bills presented for payment.

Bills Presented for Payment: Advance, Tuition, \$1,772.82; Al's Body Shop, Repairs, \$63.50; Berens Grocery, Supplies, \$110.10; Berkner Excavating, Snow Removal, \$717.50; Big Stone Therapies, Therapy Services, \$10,636.97; Brookings Engraving, Supplies, \$394.00; Cash-Wa Distributing, Food, \$3,439.70; Century Business Products, Copier Payment, \$1,432.13; Chase Card Services, Postage/Supplies, \$851.02; Jose Chen, Professional Services, \$360.00; Children's Care Hospital & School, Tuition, \$4,860.00; City of Milbank, Water/Sewer, \$1,293.95; Cole Papers, Supplies, \$283.15; Dean Foods, Milk, \$2,908.12; Earthgrains Baking Co, Food, \$668.08; Family Resource Network, Staff Training, \$120.00; Food-N-Fuel, Travel, \$672.62; GCC Ready Mix, Snow Removal, \$2,175.00; Billie Jo Giesel, Mileage, \$205.80; Grant County Review, Publications, \$184.50; Travis Graves, Professional Services, \$270.00; Kay Groethe, Professional Services, \$202.50; Groton Area School, Supplies, \$100.00; Hauff Mid-America Sports, Supplies, \$1,367.00; Hillyard, Supplies/Repairs, \$1,521.66; Holiday Inn-Rushmore Plaza, Lodging, \$812.00; Imprest Fund, Registration, \$519.25; Imprest Fund, Travel, \$202.00; Imprest Fund, Professional Services, \$15.00; ITC, Phone Services, \$746.35; JW Pepper, Supplies, \$104.13; Kibble Equipment, Supplies, \$41.73; Kelli Korstjens, Mileage, \$105.00; Mastercard Corp, Supplies/Travel, \$3,799.77; McCrossan Boys Ranch, Tuition, \$5,219.93; Milbank Community Transit, Busing, \$3,036.00; Milbank Independence Training, Lunch Services, \$456.00; Milbank School Lunch, Student Workers, \$73.00; Steve Misener, Repairs, \$225.00; NCS Pearson, Supplies, \$485.48; Nelson Electric, Repairs, \$1,304.81; Northwestern Energy, Natural Gas, \$792.21; Now & Then, Supplies, \$96.00; OtterTail Power Co, Lights/Power, \$25,373.53; Parent, Mileage, \$940.80; Parent, Mileage, \$213.28; Parent, Mileage, \$211.68; Parent, Mileage, \$161.20; Paxton Patterson, Supplies, \$100.15; Lorena Pedraza-Lozano, Background Check, \$65.00; People Admin, Software, \$2,750.00; Praxair Distribution, Supplies, \$145.41; Professional Hearing Services, Professional Services, \$65.00; R School Today, Software, \$425.00; Deb Rausch, Professional Services, \$304.00; Real Industries, Supplies, \$39.78; S&W Apartments, Rental, \$900.00; Sanford Health Plan, HSA Fees, \$58.00; Sarlettes Music, Supplies/Repairs, \$712.76; Elizabeth Schulte, Professional Services, \$445.00; SD Bandmasters Assn, Registration, \$890.00; SD Dept of Revenue, Vehicle, \$8.20; SD Dept of Human Services, Tuition, \$5,763.07; SD DOE Food Distribution Program, Food, \$889.66; SD Teacher Placement Center, Dues, \$420.00; SDAEOP Conference, Registration,

\$325.00; SDHSAA, Fees, \$1,419.00; Seehafer Ace Hardware, Supplies, \$214.27; Sheraton Inn of Sioux Falls, Lodging, \$271.00; Star Laundry & Dry Cleaners, Cleaning Services, \$1,152.83; Sturdevant Auto Parts, Supplies, \$455.88; Tech One, Supplies, \$40.00; Trapp Plumbing Co, Repairs, \$71.91; John Trevett, Supplies, \$234.00; Tri State Water, Supplies, \$79.40; TSA Consulting, Professional Services, \$50.00; Unity Square, Rent, \$125.00; Unzen Motors, Repairs, \$47.12; Variety Foods, Food, \$22,647.82; Verizon, Phone Services, \$54.32; Whetstone Home Center, Supplies, \$1,122.80; Wittrock & Son, Garbage Collection, \$857.50; Wohlenberg Ritzman & Co, Financial Audit, \$10,600.00; Xerox Corp, Copier, \$394.31; Zems Inc, Maintenance, \$139.94.

Accept Business Manager's Financial Report.

Business Manager's Monthly Report: General Fund: Balance 3-1-18, \$2,175,199.38. Revenues: Taxes, \$68,912.70; Interest, \$724.58; Local Misc, \$2,697.81; County Apportionment, \$439.41; State Aid, \$203,647.00; Bank Franchise, \$58,705.29; Federal Sources, \$3,272.95. Expenditures: Salaries-Instructional, \$244,619.66; Salaries-Support Services, \$76,999.10; Salaries-Co-curricular, \$18,324.61; Benefits-Instructional, \$66,498.16; Benefits-Support Services, \$27,498.10; Benefits-Co-curricular, \$2,772.59; Purchased Services, \$149,726.43; Supplies, \$16,717.56. Journal Entries, (\$812.70). Balance 3-31-18, \$1,909,630.21.

Capital Outlay Fund: Balance 3-1-18, \$596,755.42. Revenues: Taxes, \$43,783.58. Interest, \$201.87. Expenditures: Purchased Services, \$18,826.94; Supplies, \$5,550.00. Balance 3-31-18, \$616,363.93.

Special Education Fund: Balance 3-1-18, (\$33,179.67). Revenues: Taxes, \$35,462.52; State Aid, \$1,140.00. Expenditures: Salaries-Instructional, \$61,378.39; Salaries-Support Services, \$21,455.48; Benefits-Instructional, \$20,064.44; Benefits-Support Services, \$5,545.59; Purchased Services, \$18,487.88; Supplies, \$456.00. Balance 3-31-18, (\$123,964.93).

Bond Redemption Fund: Balance 3-1-18, \$466,666.69. Balance 3-31-18, \$466,666.69.

Pension Fund: Balance 3-1-18, \$635,810.42. Revenues: Tuition, \$238.89. Expenditures: Salaries-Instructional, \$5,915.02; Benefits-Instructional, \$452.49. Balance 3-31-18, \$629,681.80.

Lunch Fund: Balance 3-1-18, \$186,825.93. Revenues: Student Meals, \$28,394.83; Adult Meals, \$2,400.80; Ala Carte Sales, \$1,068.10; Misc Income, \$386.74; Federal Sources, \$26,697.72.

Expenditures: Salaries-Support Services, \$14,669.12; Benefits-Support Services, \$7,292.73; Purchased Services, \$134.00; Supplies, \$23,072.11. Balance 3-31-18, \$200,606.16.

Other Enterprise Funds: Balance 3-1-18, \$65,145.58. Revenues: Tuition, \$8,825.00; Student OST Fees, \$3,544.40. Expenditures: Salaries-OST, \$4,827.64; Benefits-OST, \$505.67; Purchased Services, \$114.32; Supplies, \$167.93. Balance 3-31-18, \$71,899.42.

T&A Fund: Balance 3-1-18, \$349,304.82. Revenues, \$48,317.48; Expenditures, \$53,576.42. Balance 3-31-18, \$344,045.88.

Motion carried. 5-0

Motion by Thue and seconded by Stengel to approve the Summer OST Staff and wages: Mary Kinder \$22.10/hr.; Karen Vaudrey \$12.45/hr.; Lorrie Hardy 12.10/hr.; Jayne Paysen \$11.70/hr.; Jenny Seehafer \$9.45/hr.; Caitlin Kroemer \$9.45/hr.; Devon Balling \$9.45/hr.; Brittany Preller \$9.45/hr.; Cori Pierce \$10.85/hr.; Alec Bien \$9.50/hr.; Ashley McCulloch \$10.10/hr.; Kaylee Pinkert \$9.60/hr.; Taylor Bock \$9.60/hr.; Sarah Jarman \$9.45/hr.; and Mackayla Schuelke \$9.00/hr. Motion carried. 5-0

Motion by Upton and seconded by Bien to approve the Summer Maintenance Staff and wages: Julie Dwyer \$11.45/hr.; Ethan Bohn \$9.60/hr.; and Shelia Morton \$11.25/hr. and the Summer Kitchen Staff and wages: Deb Underwood \$22.80/hr. and Lisa Brown \$11.95/hr. Motion carried. 5-0

Motion by Bien and seconded by Upton to approve the hiring of Shelia Morton as Food Service Staff at \$10.45 per hour. Motion carried. 5-0

Motion by Thue and seconded by Stengel to approve continued membership in the South Dakota High School Activities Association for 2018-19. Motion carried. 5-0

Motion by Bien and seconded by Upton to approve a lane change for Bre Schwandt to the Master's lane. Motion carried. 5-0

Motion by Stengel and seconded by Upton to approve the hiring of Katie Gilmore as Literacy Coach. Motion carried. 5-0

Motion by Thue and seconded by Bien to approve a promissory note from the General Fund to Special Education Fund in the amount of \$125,000. Motion carried. 5-0

Motion by Stengel and seconded by Upton to approve the changes in the negotiated agreement and to approve issuing contracts to all certified staff as recommended by the Administration. Motion carried. 5-0

Motion by Upton and seconded by Stengel to accept the audit report from Wohlenberg Ritzman & Co. Motion carried. 5-0

Motion by Thue and seconded by Bien to accept the resignation of Karla Kastrup as Speech Therapist. Motion carried. 5-0

Reports were received by High School Principal Dan Snaza, Middle School Principal/Special Services Director Kris Evje, Elementary Principal Amy Brandriet, and Elementary Special Education Director Keri Schliesman.

Superintendent Graf reported on the following:

1. Board Petitions/Election – Two petitions were returned for the two open board positions by Amy Thue and Jon Christensen. As a result, no board election will be necessary in June.
2. America's Farmers Grow Community Donation (Monsanto) \$2500
3. ELL Camp (May 29 – June 27 MWF)

Motion by Bien and seconded by Thue to enter executive session for personnel reasons, negotiations, and to discuss pricing strategies in accordance with SDCL 1-25.2.1, SDCL 1-25.2.4, and SDCL 1-25.2.5 at 7:12 PM.

Motion by Upton and seconded by Bien to adjourn at 8:05 PM.

A special meeting of the Milbank School Board will be held on Thursday, May 10, 2018 at 6:00 PM.

The next regular meeting of the Milbank School Board will be May 14, 2018, at 7:00 PM.

Richard Schwandt

Chairman

Nancy M. Meyer

Business Manager