

Minutes

Milbank School District Board Proceedings

March 6, 2014

President Schwandt called the meeting to order at 5:01 PM in the high school library. Members present were Biersbach, Bien, Schwandt, Stengel and Upton. Superintendent Tim Graf and Business Manager Nancy Meyer were also in attendance. Guests present were Dan Snaza, Deb Hemmer, Rhonda Zinter, Tim Lease, Rachael Cantine, Gretchen Biersbach, Janette Hall, Flavia Hasenboehler, Taylor Balling, Kirsten Biersbach, Megan Thomas, Taylor Frevert, Chris Loutsch, Savannah Mork, Kala Loehrer, Shauna Pauli, Sarah Jarman, Sharon Folk, Kayla Holtquist, Jamie Mundwiler, Michael Miller, Wyatt Kelly, and Holly Hilbrands.

Motion by Biersbach and seconded by Upton to approve the addendum to the agenda adding action item H. Approve the resignation of Renae Wollschlager. Motion carried. 5-0

Motion by Bien and seconded by Stengel to approve the agenda with the addition. Motion carried. 5-0

No one addressed the Board during the Community Input Session.

The School Spotlight this month featured the MHS One-Act Play. The group under the direction of Holly Hilbrands received a Superior Play performance at the state competition. Acting awards were received by The Mean Girls Ensemble of Gretchen and Kirsten Biersbach, Kayla Loehrer, and Rebekah Tuchscherer who received a Superior Ensemble award. Superior Acting Medals went to Jamie Mundwiler, Taylor Frevert, Michael Miller, Morgan Jones, and Megan Thomas.

Discussion Items were: Review Financial Status of the General Fund, Legislative Update, 5-Year Capital Outlay Projection, Bus Transportation Contract Renewal, Business/Computer/Technology Course Offerings, First Reading of Tutoring For Pay Policy (GCQAB), and Schoolwide Title I.

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

- Approve minutes of the February Meeting.
- Accept Business Manager's Financial Report.

Business Manager's Monthly Report: General Fund: Balance 2-1-14, \$1,748,881.91. Revenues: Taxes, \$61,895.96; Interest, \$295.23; Admissions, \$8,229.00; Property Rental, \$2,212.00; Medicaid Admin, \$7,341.71; Local Misc, \$15,521.61; County Apportionment, \$12.40; State Aid, \$133,324.00; State Apportionment, \$58,589.47; Bank Franchise, \$62,854.98. Expenditures: Salaries-Instructional, \$196,223.59; Salaries-Support Services, \$79,238.80; Salaries-Co-curricular, \$20,099.30; Benefits-Instructional, \$51,285.41; Benefits-Support Services, \$22,183.37; Benefits-Co-curricular, \$3,116.00; Purchased Services, \$64,936.90; Supplies, \$17,391.12; Other, \$100.00. Balance 2-28-14, \$1,644,583.78.

Capital Outlay Fund: Balance 2-1-14, \$152,471.98. Revenues: Taxes, \$48,234.46; Interest, \$25.74. Expenditures: Purchased Services, \$43,648.40; Supplies, \$9,695.91; Capital Acquisitions, \$669.42. Journal Entries, (\$66,666.67). Balance 2-28-14, \$80,051.78.

Bond Redemption Fund: Balance 2-1-14, \$133,333.34. Journal Entries, \$66,666.67. Balance 2-28-14, \$200,000.01.

Special Education Fund: Balance 2-1-14, \$178,013.50. Revenues: Taxes, \$24,944.85; Interest, \$29.90; Medicaid Direct Services, \$7,929.35; Misc Income, \$1,326.00; State Aid, \$5,082.00; Federal Sources, \$1,119.18. Expenditures: Salaries-Instructional, \$55,848.98; Salaries-Support Services, \$17,329.21; Benefits-Instructional, \$14,363.45; Benefits-Support Services, \$4,677.68; Purchased Services, \$14,343.88; Supplies, \$163.27. Balance 2-28-14, \$111,718.31.

Pension Fund: Balance 2-1-14, \$379,335.38. Revenues: Taxes, \$4,822.86; Interest, \$64.36. Expenditures: Salaries-Instructional, \$886.30; Benefits-Instructional, \$66.36. Balance 2-28-14, \$383,269.94.

Lunch Fund: Balance 2-1-14, \$127,085.37. Revenues: Student Meals, \$20,123.60; Adult Meals, \$1,805.55; Ala Carte Sales, \$1,587.13; Misc Income, \$1,641.10; Other State Revenue, \$2,257.59; Federal Sources, \$21,202.09. Expenditures: Salaries-Support Services, \$17,311.63; Benefits-Support Services, \$5,156.86; Purchased Services, \$729.83; Supplies, \$32,883.63. Balance 2-28-14, \$119,620.48.

Enterprise Fund: Balance 2-1-14, \$26,768.59. Revenues: OST Donations, \$126.00; OST Fees, \$3,514.56. Expenditures: Salaries-OST, \$3,266.22; Benefits-Support Services, \$382.77; Purchased Services, \$46.27; Supplies, \$78.64. Balance 2-28-14, \$26,635.25.

- Approve bills presented for payment.

Bills Presented for Payment: Apex Cleaners, Professional Services, \$473.82; Berens Grocery, Supplies, \$135.71; Big Stone Therapies, Therapy Services, \$10,427.82; Britton-Hecla School District, Perkins, \$4,117.62; Broad Reach, Library Media, \$156.48; Cash-Wa Distributing, Food, \$5,326.76; Cenex Fleetcard, Grounds Upkeep, \$91.49; Century Business Products, \$269.45; Chase Cards, Travel/Supplies/Equipment, \$8,191.77; City of Milbank, Water/Sewer, \$1,882.75; Conference Technologies, Supplies, \$100.00; Culinex, Repairs, \$382.06; Dean Foods, Milk, \$4,146.32; DeFea Transportation, Busing, \$45,899.54; Jamie Dupris, Travel, \$36.00; Earthgrains Baking, Bread, \$441.00; Food Services of America, Food, \$16,711.03; Food-N-Fuel, Travel, \$1,112.40; Amber Fraasch, Mileage Reimb, \$29.75; Grant County Review, Minutes Pub, \$126.99; Hanson Furniture & Flooring, Floor Tile, \$23,645.00; Hartmans Family Foods, Supplies, \$6.54; Alexis Hilbrands, Background Check, \$70.00; Hillyard Inc, Supplies, \$7,212.88; Marcia Holliday, Artist-in-Residence, \$1,259.00; Imprest Fund, Registration, \$696.00; Imprest Fund, Travel, \$204.97; Imprest Fund, Professional Services, \$1,948.30; ITC, Phone Service, \$506.51; Jack's Body Shop, Repairs, \$81.00; Joyce Johnson, Staff Travel, \$36.00; JW Pepper, Supplies, \$115.54; Susan Karels, Supplies/Travel, \$75.28; Mary Kinder, Supplies, \$60.26; KONE Inc, Repairs, \$513.27; Liebe Drug Ing, Supplies, \$50.00; Marco, Printer Maintenance, \$387.70; Mastercard Corp, Supplies/Equipment, \$188.46; Milbank Community Transit, Busing, \$846.00; Milbank Glass & More, Repairs, \$970.41; Milbank Independence Training, Lunchroom Workers, \$564.44; Milbank Lumber, Supplies, \$6.40; Milbank School Lunch, Adult Visitor Meals, \$30.15; Milbank School Lunch, Student Workers, \$72.00; Milbank Winwater Works, Repairs, \$3.00; Mill Valley Industries, Repairs, \$747.21; Nasco, Supplies, \$35.60; Nelson Electric, Repairs, \$869.49; Northern Lights 4-H Club, Fruit, \$230.00; Northwest Pipe Fittings, Repairs, \$26.02; Northwestern Energy, Natural Gas, \$1,590.58; OtterTail Power, Lights/Power, \$29,090.72; Parent, Mileage, \$118.40; Nancy Pauli, Supplies, \$81.38; Nancy Paulson, Staff Travel, \$36.00; Paxton/Patterson, Supplies, \$80.10; Pearson Clinical Assessment, Testing Supplies, \$150.50; Amy Pekelder, Lunch Refund, \$9.40; Praxair Distribution, Supplies, \$71.16; Karin Quale, Background Check, \$70.00; Ramkota Inn-Pierre, Staff Travel, \$56.50; Regional Music Contest, Registration, \$841.00; Rick Hanson Salvage, Supplies, \$60.00; Rosholt School District, Perkins,

\$1,560.65; Runnings, Supplies, \$438.85; Sarlettes Music, Repairs, \$394.53; School Specialty, Tables, \$427.80; SD DOE Food Dist Program, Food, \$127.46; Seehafer Hardware Hank, Supplies, \$877.92; SoDakSACA, Registration, \$160.00; Street Graphex, Supplies, \$65.21; Star Laundry, Cleaning Services, \$678.06; T&T Heating & AC, Repairs, \$102.82; Tri State Water, Supplies, \$18.60; TSA Consulting, Professional Services, \$100.00; Doug Tschetter, Reg Fees, \$504.00; Twin Valley Tire, Vehicle Maintenance, \$198.66; Unity Square, Memberships, \$122.25; Verizon, Phone Service, \$1,138.48; Watertown Iron & Metal, Supplies, \$129.46; Wittrock & Son, Garbage Collection, \$689.00; Xerox Corp, Copier Payment, \$1,446.79; Youngs, Repairs, \$61.53; Rhonda Zinter, Staff Travel, \$36.00

Motion carried. 5-0

Motion by Biersbach and seconded by Bien to approve open enrollment applications from a 2nd and 4th grade student from the Wilmot School District and an 8th and 12th grade student from the Ortonville School District. Motion carried. 5-0

Motion by Upton and seconded by Biersbach to approve hiring Natasha Hartman as English Language Arts Teacher/Assistant Debate and Oral Interp Coach. Motion carried. 5-0

Motion by Stengel and seconded by Bien to approve the Supplemental Contract of Miriam Schwenn for Assistant Musical Director (Vocal and Instrumental). Motion carried. 5-0

Motion by Stengel and seconded by Bien to appoint Tracy Upton as the Board Representative to the Grant County Equalization Board. Motion carried. 5-0

Motion by Upton and seconded by Biersbach to surplus obsolete computer equipment. Motion carried. 5-0

Motion by Bien and seconded by Stengel to approve Out-of-State travel to the National Range Career Development Event to be held in Oklahoma City from April 29th through May 2nd, 2014. Motion carried.

Motion by Upton and seconded by Stengel to approve the Transportation Contract with DeFea Transportation as printed. Motion carried. 5-0

Motion by Biersbach and seconded by Bien to accept the resignation of Renae Wollschlager. Motion carried. 5-0

Reports were received by Elementary Principal Tim Lease, High School Principal Dan Snaza and Special Services Director Rhonda Zinter.

Superintendent Graf reported on the following:

1. Board Petitions – Filing deadline March 25, 2014 by 5:00 PM
2. OST Tutoring
3. Shot Clocks
4. Dismissal at 2:00 pm on March 20, 2014 for Smarter Balance Training for Teachers.

Motion by Stengel and seconded by Bien to enter executive session at 7:05 PM for personnel and student issues. Motion carried. 5-0

Chairman Schwandt declared executive session over at 9:06 PM and regular session resumed.

Motion by Bien and seconded by Upton to create a 1.0 FTE elementary teaching position for the 2014-15 school term. Motion carried. 5-0

Motion by Upton and seconded by Biersbach to adjourn at 9:09 PM. Motion carried. 5-0

The next regular meeting of the Milbank School Board will be April 14, 2014, at 7:00 PM.

Chairman

Business Manager