

Minutes

Milbank School District Board Proceedings

December 14, 2015

President Schwandt called the meeting to order at 6:09 PM in the board room of the high school building. The Pledge of Allegiance was said. Members present were Upton, Thue, Bien, Schwandt and Stengel. Superintendent Tim Graf and Business Manager Nancy Meyer were also in attendance. Guests present were Deb Hemmer, Ginny Tostenson, Kris Evje, Tim Lease, Keri Schliesman, Dan Snaza, Rick Swenson, and Mark Keeton.

Motion by Thue and seconded by Bien to approve the agenda with addendum of Action Item H. Approve Open Enrollment Applications and Item I. Approve the Hiring of Julie Dwyer as Food Service Staff Employee. Motion carried. 5-0

No one addressed the Board during the Community Input Session.

The school spotlight featured Rick Swenson and Mark Keeton who gave an overview of Google Classroom, Google Drive, Chromebooks, Go Guardian, and other technologies that are utilized in Mr. Swenson's classes.

Discussion Items: Review Financial Status of General Fund, State Budget Address/Legislative Session/ ESSA, and Security Camera System.

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

- Approve minutes of the November School Board Meeting.
- Approval of Bills for payment.

Bills Presented for Payment: Accessory Lines for Music Specialties, Supplies, \$314.66; AED Superstore, Supplies, \$32.39; Apex Cleaners, Cleaning Service, \$669.00; Autism Behavioral Consulting, Evaluation, \$715.88; Berens Grocery, Supplies, \$209.45; Big Stone Radio, American Ed Week, \$672.00; Big Stone Therapy, Professional Services, \$9,151.30; Kelsey Buttke, Background Check, \$70.00; Camfel Productions, School Assembly, \$990.00; Cash-Wa Distributing, Food, \$4,691.26; Cenex Fleetcard, Tractor Fuel, \$22.91; Century Business Leasing, Copier Payment, \$569.63; Century Business Products, Supplies, \$631.16; Chase Card Services, Supplies/Postage/Travel, \$9,013.86; Churchill Manolis Freeman Kludt Shelton and Burns, Attorney Fees, \$71.25; City of Milbank, Water/Sewer, \$2,252.85; Janine Dashiell, Supplies, \$11.66; Davis Publications, Supplies, \$252.84; Days Inn-Pierre, Staff Travel, \$114.00; Dean Foods, Milk, \$3,420.16; DeFea Transportation, Busing, \$41,269.02; Earthgrains Baking, Food, \$1,045.78; Ecolab, Supplies, \$663.53; Flower Shoppe, Supplies, \$12.00; Sandra Fonder, Translating, \$370.00; Food Services of America, Food, \$20,302.36; Food-N-Fuel, Travel, \$1,278.42; Amber Fraasch, Supplies, \$71.23; GCC Ready Mix, Snow Removal, \$525.00; Grant County Review, Publications, \$363.55; Grant Roberts Ambulance Service, Stand-by Services, \$360.00; Hartman's Family Foods, Supplies, \$60.59; Hauff Mid-America Sports, Supplies, \$911.20; Hedahl's Auto Parts, Supplies, \$5.48; Holly Hilbrands, Supplies, \$84.85; Hillyard, Repairs, \$155.00; Holiday Inn City Center of Sioux Falls, State VB Lodging, \$1,920.00; Imprest Fund, Registration, \$2,140.57; Imprest Fund, Professional Services, \$2,605.25; Imprest Fund, Travel, \$877.87; Imprest Fund, Supplies, \$19.68; Johnson Controls, Repairs, \$3,808.63; Peggy Johnson, Background Check, \$70.00; Susan Karels, Travel, \$41.94; KONE Inc, Repairs, \$529.92; Rita Louisiana, Background Check, \$70.00; Lucero Spanish Language Service, Migrant Mileage, \$69.30; Marco, Printer Maintenance, \$1,017.72; Mastercard Corp, Supplies, \$418.48; MHM Contracting, Building Improvements, \$13,214.31; Mid-American Research Chemical, Supplies, \$1,463.44; Milbank Chamber of Commerce, Fees, \$125.00; Milbank Community Transit, Busing, \$1,102.00; Milbank Independence Training, Services, \$626.40; Milbank Lumber, Supplies, \$276.75;

Milbank School Lunch Program, Meals, \$270.20; Milbank School Lunch, Student Workers, \$68.00; Mill Valley Industries, Repairs, \$2,067.51; Steve Misener, Professional Services, \$75.00; Jamie Mundwiler, Judging, \$140.00; National Speech & Debate, Membership, \$54.00; Nelson Electric, Repairs, \$4,035.98; Northland Trust, Certificate Payment, \$360,908.75; Northwestern Area School, Perkins Supplies, \$2,974.65; Northwestern Energy, Natural Gas, \$497.70; OtterTail Power, Lights/Power, \$16,247.39; Parent, Mileage, \$757.68; Nancy Pauli, Supplies, \$119.96; Paxton Patterson, Supplies, \$852.60; Plunketts Pest Control, Grounds Upkeep, \$93.01; Popp Binding, Supplies, \$174.51; Praxair Distribution, Supplies, \$73.50; Deloria Reyelts, Background Check, \$70.00; Riverside Technologies, Supplies, \$372.00; Runnings, Supplies, \$47.43; Sarlettes Music, Supplies/Repairs, \$782.84; SASD, Registration, \$30.00; School Specialty, Supplies, \$1,127.06; Breanna Schwandt, Supplies, \$38.16; SD DOE Food Distribution, Food, \$15.16; SDHSAA, Fees, \$100.00; Seehafer Ace Hardware, Supplies, \$153.29; Shiffler Equipment Sales, Repairs, \$64.55; Sleep Inn, Lodging, \$510.75; Star Laundry, Cleaning Services, \$497.31; Danelle Stohr, Lunch Refund, \$91.65; Street Graphex, Supplies, \$771.05; Christine Townsend, Migrant Travel, \$283.92; Tri-State Water, Supplies, \$56.60; TSA Consulting, Services, \$50.00; Twin Valley Tire, Repairs, \$996.89; USI Inc, Supplies, \$59.49; Verizon, Phones, \$759.89; Hether Voeltz, Staff Travel, \$10.00; West Sioux Ceramics, Supplies, \$186.70; Wittrock & Son, Garbage Collection, \$689.00; Xerox Corp, Copier Payment, \$394.31.

- Accept Business Manager's Financial Report.

Business Manager's Monthly Report: General Fund: Balance 11-1-15, \$1,621,294.31. Revenues: Taxes, \$647,139.66; Interest, \$375.83; Admissions, \$2,700.16; Local Misc, \$1,798.65; Medicaid Admin, \$2,100.23; State Aid, \$159,724.00; Federal Sources, \$6,333.61. Expenditures: Salaries-Instructional, \$217,259.48; Salaries-Support Services, \$80,910.60; Salaries-Co-curricular, \$20,959.11; Benefits-Instructional, \$57,580.25; Benefits-Support Services, \$24,278.47; Benefits-Co-Curricular, \$3,041.36; Purchased Services, \$56,895.53; Supplies, \$32,321.61; Other, \$180.00. Balance 11-30-15, \$1,948,040.04.

Capital Outlay Fund: Balance 11-1-15, \$133,191.28. Revenues: Taxes, \$464,752.01; Interest, \$30.87. Expenditures: Purchased Services, \$56,280.58; Supplies, \$1,364.70; Capital Acquisitions, \$263.02. Balance 11-30-15, \$540,065.86.

Special Education Fund: Balance 11-1-15, \$167,149.01. Revenues: Taxes, \$245,489.44; Interest, \$38.75; Medicaid Admin, \$379.00; State Aid, \$14,174.00. Expenditures: Salaries-Instructional, \$62,784.08; Salaries-Support Services, \$22,059.09; Benefits-Instructional, \$19,583.57; Benefits-Support Services, \$6,324.08; Purchased Services, \$14,238.15; Supplies, \$727.51. Balance 11-30-15, \$301,513.72.

Bond Redemption Fund: Balance 11-1-15, \$266,666.68. Balance 11-30-15, \$266,666.68.

Pension Fund: Balance 11-1-15, \$450,615.14. Revenues: Taxes, \$49,794.29; Interest, \$104.46. Balance 11-30-15, \$500,513.89.

Lunch Fund: Balance 11-1-15, \$101,423.09. Revenues: Student Meals, \$30,254.26; Adult Meals, \$2,704.10; Ala Carte, \$248.50; Federal Sources, \$59,515.11. Expenditures: Salaries-Support Services, \$18,741.95; Benefits-Support Services, \$7,456.00; Purchased Services, \$441.79; Supplies, \$40,149.84. Balance 11-30-15, \$127,355.48.

Enterprise Fund: Balance 11-1-15, \$61,416.40. Revenues: OST Donations, \$2,605.99; OST Tuition, \$4,080.68. Expenditures: Salaries-Support Services, \$4,693.28; Benefits-Support Services, \$511.86; Purchased Services, \$397.57; Supplies, \$94.13. Balance 11-30-15, \$62,406.23.

Motion by Bien and seconded by Thue to accept the resignation of Deb Pauli as Food Service Employee at Koch School. Motion carried. 5-0

Motion by Thue and seconded by Stengel to approve the hiring of Peggy Johnson as Food Service Staff Employee at \$9.80 per hour. Motion carried. 5-0

Motion by Bien and seconded by Upton to approve out-of-state travel for the Debate team. Motion carried. 5-0

A second reading of Job Descriptions was held. Motion by Thue and seconded by Bien to approve the Job Descriptions as presented. Motion carried. 5-0

Motion by Stengel and seconded by Upton to approve the resignation of Renee Howell from her Food Service Position at the MS/HS effective December 31, 2015. Motion carried. 5-0

Motion by Thue and seconded by Bien to approve open enrollment applications for one 5th grade and one tenth grade student. Both have been attending school at Milbank but have recently moved into the Grant-Deuel School District.

Motion by Stengel and seconded by Thue to approve the hiring of Julie Dwyer as Food Service Staff Employee at \$9.80 per hour. Motion carried. 5-0

Reports were received by Elementary Principal Tim Lease, High School Principal Dan Snaza, MS Dean of Student/Special Services Director Kris Evje, and Special Education Director Keri Schliesman.

Superintendent Graf reported on the following:

1. School Election possible dates of June 7th or June 21st.
2. January 18th Professional Development Day.
3. December 22nd last day of school. Dismissal at 1:30 PM for students. Normal workday for staff.

Motion by Upton and seconded by Stengel to adjourn at 7:40 PM. Motion carried. 5-0

The next regular meeting of the Milbank School Board will be January 11, 2016, at 6:00 PM.

Chairman

Business Manager