

Minutes

Milbank School District Board Proceedings

February 12, 2018

President Schwandt called the meeting to order at 5:30 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 Deb Hemmer, Ginny Tostenson, Dan Snaza, and Kris Evje.

Motion by Thue and seconded by Upton to approve the agenda as presented. Motion carried. 5-0

No one addressed the Board during the Community Input Session.

Discussion items: School Board Recognition, Legislative Update, Wilmot Athletic Coop Inquiry, and Koch School Mechanical/Electrical Facility Audit.

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

- Approve minutes of January regular School Board Meeting.
- Approval of Bills presented for payment.

Bills Presented for Payment: 3D Security, Repairs, \$2,800.00; A&M Products, Supplies, \$57.50; Advance, Tuition, \$2,492.14; Americas Best Value Inn, Lodging, \$669.90; Brenda Anderson, Professional Services, \$1,282.86; Appleton Oil, Vehicle Maintenance, \$357.24; Arrowwood Resort, Lodging, \$554.75; Associated Consulting Engineering Inc, Professional Services, \$4,862.00; Berens Grocery, Supplies, \$26.59; Big Stone Therapies, Therapy Services, \$10,591.44; Cash-Wa Distributing, Food, \$8,016.14; Century Business Products, Copier Payment, \$1,352.29; Chase Card, Postage/Travel/Supplies, \$2,152.54; City of Milbank, Water/Sewer, \$1,391.25; Days Inn Empire, Lodging, \$120.00; Dean Foods, Milk, \$3,707.06; DeFea Transportation, Busing, \$62,335.73; Earthgrains Baking, Food, \$986.22; Everwhite, Repairs, \$847.99; Food-N-Fuel, Fuel, \$1,600.25; Amber Fraasch, Athletic Fees/Lodging, \$148.02; Billie Jo Giesel, Mileage, \$382.20; Grant County Review, Publications, \$187.25; Travis Graves, Professional Services, \$45.00; Kay Groethe, Band Lessons, \$81.00; Hauff Mid-America Sports, Supplies, \$782.04; Holly Hilbrands, Supplies, \$359.74; Hillyard, Supplies, \$2,208.14; Imprest Fund, Registration, \$1,457.94; Imprest Fund, Professional Services, \$2,607.00; ITC, Phone Service, \$746.82; Johnson Controls, Maintenance Contract, \$8,143.17; JW Pepper, Supplies, \$369.99; Susan Karels, Per Diem, \$104.00; KONE Inc, Repairs, \$1,275.00; Jan Loeschke, Professional Services, \$550.00; Mastercard Corp, Travel/Supplies, \$2,907.99; McCrossan Boys Ranch, Tuition, \$5,287.34; Nancy Meyer, Mileage Reimb, \$59.93; Mid-American Research Chemical, Supplies, \$3,159.59; Milbank Community Transit, Bus Service, \$3,085.00; Milbank Glass & More, Repairs, \$686.23; Milbank High School, Registration, \$122.75; Milbank Independence Training, Services, \$432.00; Milbank School, T&A Reimbursement, \$372.62; Milbank School Lunch, Professional Service, \$405.80; Milbank School Lunch, Student Workers, \$84.00; Steve Misener, Repairs, \$75.00; Nelson Electric, Repairs, \$7,493.68; Northwestern Energy, Natural Gas, \$2,126.25; OtterTail Power, Lights/Power, \$31,548.85; Parent, Mileage, 213.28; Parent, Mileage, \$272.16; Paxton/Patterson, Supplies, \$178.70; Professional Hearing Services, Audiology, \$3,430.00; Deborah Rausch, Professional Services, \$399.00; Rivars, Supplies, \$75.00; Rockler Woodworking & Hardware, Supplies, \$249.98; Rogers Electric Motor Service, Repairs, \$815.59; Runnings Supply, Supplies, \$27.75; S&W Apartments, Rent, \$450.00; Sanford Health Plan, HSA Fees, \$60.00; Sarlettes Music, Repairs, \$492.35; School Specialty, Supplies, \$34.07; SD Dept of Human Services, Tuition, \$1,510.31; SD DOE Food Distribution Program, Food, \$1,343.47; SDHSAA, Medals, \$24.00; SG Consulting ESL Software, \$690.00; Star Laundry & Dry Cleaners, Cleaning Services, \$1,344.49; Studio Imagen, Professional Services, \$30.00; Sturdevant Auto Parts, Repairs, \$110.55; Tech One, Supplies, \$248.42; Time Management Systems, Professional Services, \$95.85; Trapp Plumbing Co, Repairs, \$2,800.64; Tri State Water, Water/Cooler, \$56.60; TSA Consulting, Professional Services, \$50.00; Twin Valley Tire, Repairs, \$905.27; Ultra Chem,

Supplies, \$355.49; Sanford School of Medicine, Registration, \$245.00; Unzen Motors, Repairs, \$226.71; Unzen Motors, Vehicle, \$43,650.00; Variety Foods, Food, \$21,667.99; Verizon, Phone Service, \$54.32; West Sioux Ceramics, Supplies, \$261.71; Tammi Westfield, Background Check, \$65.00; Whetstone Home Center, Supplies, \$225.89; Wittrock & Son, Garbage Collection, \$650.00; Xerox Corp, Copier Payment, \$394.31; Youngs Supplies, \$22.09.

- Accept Business Manager's Financial Report.

Business Manager's Monthly Report: General Fund: Balance 1-1-18, \$2,570,076.71. Revenues: Taxes, \$3,778.77; Interest, \$556.80; Admissions, \$2,991.00; Local Misc, \$12,165.15; County Apportionment, \$20,228.95; State Aid, \$203,647.00; Other State Revenue, \$2,202.08; Federal Sources, \$58,221.00. Expenditures: Salaries-Instructional, \$241,439.74; Salaries-Support Services, \$98,957.71; Salaries-Co-curricular, \$3,438.56; Benefits-Instructional, \$66,436.43; Benefits-Support Services, \$27,118.40; Benefits-Co-curricular, \$3,438.56; Purchased Services, \$44,806.25; Supplies, \$19,175.03. Balance 1-31-18, \$2,369,056.78.

Capital Outlay Fund: Balance 1-1-18, \$686,324.13. Revenues: Taxes, \$3,564.51; Interest, \$148.69. Expenditures: Purchased Services, \$7,306.42; Supplies, \$2,220.08; Capital Acquisitions, \$93.97. Balance 1-31-18, \$680,416.86.

Special Education Fund: Balance 1-1-18, \$193,785.35. Revenues: Taxes, \$2,040.58; Interest, \$41.98; State Aid, \$1,140.00; IDEA Flowthrough, \$18,917.00; Early Childhood, \$491.00. Expenditures: Salaries-Instructional, \$62,708.97; Salaries-Support Services, \$21,300.37; Benefits-Instructional, \$20,136.83; Benefits-Support Services, \$5,552.67; Purchased Services, \$34,494.76; Supplies, \$601.08. Balance 1-31-18, \$71,621.23.

Bond Redemption Fund: Balance 1-1-18, \$400,000.02. Balance 1-31-18, \$400,000.02.

Pension Fund: Balance 1-1-18, \$648,268.51. Revenues: Taxes, \$10.19; Interest, \$140.45. Expenditures: Salaries-Instructional, \$5,915.02; Benefits-Instructional, \$452.47. Balance 1-31-18, \$642,051.66.

Lunch Fund: Balance 1-1-18, \$183,418.06. Revenues: Student Meals, \$35,772.80; Adult Meals, \$2,645.80; Ala Carte Sales, \$2,307.45; Misc Income, \$163.04. Expenditures: Salaries-Support Services, \$15,956.75; Benefits-Support Services, \$7,150.84; Purchased Services, \$592.60; Supplies, \$22,251.42. Balance 1-31-18, \$178,352.54.

Enterprise Fund: Balance 1-1-18, \$62,873.83. Revenues: OST Donations, \$1,750.00; OST Tuition, \$5,690.35. Expenditures: Salaries-Support Services, \$3,878.66; Benefits-Support Services, \$459.89; Purchased Services, \$65.52; Supplies, \$182.90.

Trust & Agency Fund: Balance 1-1-18, \$337,597.94. Revenues, \$48,243.88; Expenditures, \$43,178.21. Balance 1-31-18, \$342,663.61.

Motion carried. 5-0

Motion by Bien and seconded by Thue to approve recommended changes to the OST program. Motion carried. 5-0

Motion by Upton and seconded by Stengel to approve the 2018-19 Snow Make-up dates. Motion carried. 5-0

Motion by Bien and seconded by Upton to approve the Driver's Ed program for 2018 and for the tuition rate to remain at \$250 per student. Motion carried. 5-0.

Motion by Stengel and seconded by Thue to approve an open enrollment application for a 1st Grade student from the Waverly School District. Motion carried. 5-0

Motion by Stengel and seconded by Bien to approve starting a Science Club for students grades 4 through 7. Motion carried. 5-0

Motion by Upton and seconded by Thue to approve the out of state travel request by Mrs. Pauli for a student art trip to Minneapolis. Motion carried. 5-0

Motion by Thue and seconded by Bien to accept the resignation of Joyce Hora as Science/Math Instructor. 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. Teacher of the Year Process – Feb. 2nd Nomination Deadline
2. Standard Based Report Cards
3. Fruits and Veggie Grant Reallocation \$203
4. School Lunch Health Inspection – 100%
5. March 22nd – School Lunch Onsite Review

Motion by Bien and seconded by Stengel 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 6:31 PM.

Chairman Schwandt declared executive session over at 7:36 PM and regular session resumed.

A bid opening for the Tuckpointing project was held on Friday, February 9, 2018 at 2:00 PM in the HS Board Room. Present were Tim Graf, Peggy Greiner, and Jim Dolby of Innovative Masonry Restoration.

Bids received were:	Innovative Masonry Restoration	\$224,000.00
	Mid-Continental Restoration	\$164,867.00
	Jones Caulking & Tuckpointing	\$157,890.00

Motion by Bien and seconded by Stengel to accept the low bid of \$157,890 from Jones Caulking & Tuckpointing. Motion carried. 5-0

A special meeting of the Milbank School Board will be held on Wednesday, February 21, 2018 at 6:00 PM.

Motion by Thue and seconded by Bien to adjourn at 7:41 PM. Motion carried. 5-0

The next regular meeting of the Milbank School Board will be March 12, 2018, at 6:00 PM.

Richard Schwandt

Chairman

Nancy M. Meyer

Business Manager