

Minutes

Milbank School District Board Proceedings

March 12, 2018

President Schwandt called the meeting to order at 6:00 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 Brittini Cordingley, Dan Snaza, Amy Brandriet, Keri Schliesman, Deb Hemmer, Beth Wagner, Janelle Korstjens, Nycole Korstjens, Tyra Berry, and Isabelle Anderson.

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.

Brittini Cordingley shared about the Read Across America activities at Koch School and Janelle Korstjens reported on the Science Club activities.

Discussion items: Capital Outlay 5 Year Plan, Dual Credit Offerings with LATI, Legislative Update,

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

Approve minutes of February regular School Board Meeting.

Approval of Bills presented for payment.

Bills Presented for Payment: Devon Balling, Background Check, \$20.00; Belnick, Supplies, \$114.99; Big Stone Therapies, Therapy Services, \$10,358.80; David Boerger, Staff Travel, \$199.00; DeFea Transportation, Busing, \$57,198.64; Cash-Wa Distributing, Food, \$5,168.60; Cenex Fleetcard, Fuel, \$50.42; Century Business Products, Copier Payment, \$1,837.23; Chase Card, Professional Services/Travel/Supplies, \$1,117.59; Children's Care Hospital/School, Tuition, \$540.00; City of Milbank, Water/Sewer, \$1,564.00; Combined Building Specialties, Repairs, \$754.00; Dean Foods, Milk, \$2,302.55; Earthgrains Baking Co, Food, \$649.17; Family Resource Network, Registration, \$40.00; Flower Shoppe, Supplies, \$46.00; Food-N-Fuel, Travel, \$1,137.83; Hanna Fredrichsen, Background Check, \$65.00; GCC Ready Mix, Snow Removal, \$875.00; Billie Jo Giesel, Mileage, \$235.20; Grant County Review, Publication, \$129.71; Travis Graves, Supplies, \$568.00; Kay Groethe, Professional Services, \$45.00; Hasslen Construction, Supplies, \$5,550.00; Hillyard Inc, Supplies/Repairs, \$831.63; Imprest Fund, Registration, \$1,330.75; Imprest Fund, Professional Services, \$3,900.00; Imprest Fund, Travel, \$433.00; ITC, Telephone, \$1,050.95; Jack's Body Shop, Repairs, \$378.00; Jostens, Yearbooks, \$4,978.80; JW Pepper, Supplies, \$525.36; KL Counseling, Professional Services, \$160.00; KONE Inc, Maintenance, \$586.26; Lewis Drug, Supplies, \$7.50; Mastercard, Supplies/Travel, \$4,351.06; McCrossan Boys Ranch, Tuition, \$4,716.95; Milbank Glass & More, Repairs, \$259.18; Milbank Independence Training, \$456.00; Milbank School Lunch, Student Workers, \$81.00; Nelson Electric, Repairs, \$6,767.75; Northwest Pipe Fittings, Repairs, \$104.18; Northwestern Energy, Natural Gas, \$734.69; Otter Tail Power, Lights/Power, \$31,902.61; Parent, Mileage, \$676.20; Parent, Mileage, \$213.28; Parent, Mileage, \$226.80; Parent, Mileage, \$430.08; Plunkett's Pest Control, Grounds Upkeep, \$193.46; Praxair Distribution, Supplies, \$158.37; Quality Inn & Suites, Travel, \$990.00; Deb Rausch, Professional Services, \$465.50; S&D One Stop, Fuel, \$35.35; Sanford Health Plan, HSA Fees, \$58.00; Sarlettes Music, Repairs, \$235.72; SASD, Registration, \$60.00; School Specialty, Supplies, \$171.96; SD Dept of Human Services, Tuition, \$479.83; SDASBO, Registration, \$75.00; Seehafer Ace Hardware, Supplies, \$567.30; Shiffler Equipment Sales, Supplies, \$61.33; Sleep Inn, Athletic Lodging, \$1,025.00; Star Laundry & Dry Cleaners, Cleaning Services, \$764.87; Trapp Plumbing Co, Repairs,

\$779.78; Tri State Water, Cooler, \$102.20; TSA Consulting, Professional Services, \$50.00; Unity Square, Gym Rent, \$1,386.00; Unzen Motors, Repairs, \$516.60; Variety Foods, Food, \$14,205.45; Verizon, Phone Service, \$54.32; Whetstone Home Center, Supplies, \$466.49; Wittrock & Son, Garbage Collection, \$650.00; Xerox Corp, Copier Payment, \$394.31.

Accept Business Manager's Financial Report.

Business Manager's Monthly Report: General Fund: Balance 2-1-18, \$2,369,056.78. Revenues: Taxes, \$81,380.67; Interest, \$465.94; Admissions, \$6,598.15; Local Misc, \$27,713.95; Medicaid Admin, \$2,105.03; County Apportionment, \$265.88; State Aid, \$203,647.00; State Apportionment, \$81,193.73; Other State Revenue, \$3,964.88. Expenditures: Salaries-Instructional, \$249,345.39; Salaries-Support Services, \$89,442.23; Salaries-Co-curricular, \$23,869.61; Benefits-Instructional, \$79,403.24; Benefits-Support Services, \$16,084.06; Benefits-Co-curricular, \$2,944.43; Purchased Services, \$122,950.38; Supplies, \$16,569.62. Journal Entries, (\$583.67). Balance 2-28-18, \$2,175,199.38.
Capital Outlay Fund: Balance 2-1-18, \$680,416.86. Revenues: Taxes, \$50,621.20; Interest, \$133.83. Expenditures: Purchased Services, \$24,099.80; Capital Acquisitions, \$43,650.00. Journal Entries, (\$66,666.67). Balance 2-28-18, \$596,755.42.
Special Education Fund: Balance 2-1-18, \$71,621.23. Revenues: Taxes, \$41,069.01; Interest, \$14.09; Medicaid Admin, \$380.00; Medicaid Direct Services, \$2,625.87; State Aid, \$1,140.00. Expenditures: Salaries-Instructional, \$73,550.65; Salaries-Support Services, \$21,175.93; Benefits-Instructional, \$21,567.92; Benefits-Support Services, \$5,451.59; Purchased Services, \$27,767.98; Supplies, \$515.80. Balance 2-28-18, (\$33,179.67).
Bond Redemption Fund: Balance 2-1-18, \$400,000.02. Journal Entries, \$66,666.67. Balance 2-28-18, \$466,666.69.
Pension Fund: Balance 2-1-18, \$642,051.66. Revenues: Interest, \$126.28. Expenditures: Salaries-Instructional, \$5,915.02; Benefits-Instructional, \$452.50. Balance 2-28-18, \$635,810.42.
Lunch Fund: Balance 2-1-18, \$178,352.54. Revenues: Student Meals, \$25,454.76; Adult Meals, \$2,544.60; Ala Carte Sales, \$1,539.46; Misc Income, \$160.28; Federal Sources, \$42,192.86. Expenditures: Salaries-Support Services, \$22,579.48; Benefits-Support Services, \$8,327.61; Purchased Services, \$539.42; Supplies, \$31,954.98. Journal Entries, (\$17.08). Balance 2-28-18, \$186,825.93.
Enterprise Fund: Balance 2-1-18, \$65,727.21. Revenues: OST Fees, \$4,540.67. Expenditures: Salaries-Support Services, \$4,257.87; Benefits-Support Services, \$497.88; Purchased Services, \$54.32; Supplies, \$312.23. Balance 2-28-18, \$65,145.58.
Trust & Agency Fund: Balance 2-1-18, \$342,663.61. Revenues, \$35,497.43. Expenditures: \$28,856.22. Balance 2-28-18, \$349,304.82.
Motion carried. 5-0

Motion by Thue and seconded by Bien to approve the Elementary Planning Assistance Contract with ICS in the amount of \$7,500. Motion carried. 5-0

Motion by Upton and seconded by Stengel to approve the resignation of Shelley Welberg as Food Service Staff. Motion carried. 5-0

Motion by Thue and seconded by Bien to accept the resignation from Laura Maag as High School English teacher. 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-can begin circulation on March 1st due back on March 27th.
2. Milbank District Teacher of the Year – Miriam Schwenn
3. School & Public Lands - \$81,193
4. EMC Dividend - \$586

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.

Chairman Schwandt declared executive session over at 8:51 PM and regular session resumed.

Motion by Bien and seconded by Thue to adjourn at 9:00 PM.

A special meeting of the Milbank School Board will be held on Wednesday, March 28, 2018 at 4:00 PM.

The next regular meeting of the Milbank School Board will be April 9, 2018, at 7:00 PM.

Richard Schwandt

Chairman

Nancy M. Meyer

Business Manager