

Minutes

Milbank School District Board Proceedings

May 13, 2013

President Schwandt called the meeting to order at 6:00 PM in the board room of the high school building. Members present were Dirksen, Biersbach, Bien, Stengel and Schwandt. Superintendent Tim Graf and Business Manager Nancy Meyer were also in attendance. Guests present were Deb Hemmer, Rhonda Zinter, Dan Snaza, Tim Lease, Natasha Borah, Brandi Buescher, Katie Loutsch, Kasey Schmidt, Sean Pinkert, Emily Pauli, Brock Tillma, Nathaniel Steinlicht, Jerry Janisch, Kiera Leddy, Kayla Holtquist, Sharon Folk, Ashley McCulloch, and Zach Wiese.

No one addressed the Board during the Community Input Session.

Mr. Janisch and the students who qualified for the national competition in FFA attended the board meeting to be recognized their outstanding achievement. There were 19 students that qualified for the national convention that will be held in Louisville, Kentucky at the end of October. The FFA events and students who qualified for the National Convention were as follows: Ag Science-Plant Science – Kiera Leddy 1st; Vet Science – Morgan Jones, Brandi Buescher, Jamie Mundwiler, Janne Erickson 1st; Floriculture – Katie Loutsch, Emily Pauli, Natasha Borah, Megan Schliesman – 1st; Natural Resources – Sean Pinkert, Brock Tillma, Zach Wiese, Kasey Schmidt – 1st; Food Science – Kayla Holtquist, Sharon Folk, Anna Kurtz, Ashley McCulloch – 1st

Discussion Items were: Review of Financial Status of General Fund, Review 5-Year Capital Outlay Plan, Fresh Fruits and Vegetables Grant, School Board Petitions, and Teacher Mentorship Plan. L

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

- Approve minutes of April Meetings.
- Accept Business Manager's Financial Report.

Business Manager's Monthly Report: General Fund: Balance 4-1-13, \$1,485,147.36. Revenues: Taxes, \$79,516.86; Interest, \$265.67; Admissions, \$1,729.75; Local Misc, \$3,643.85; County Apportionment, \$25,156.15; State Aid, \$190,181.00; Federal Sources, \$933.67. Expenditures: Salaries-Instructional, \$186,643.70; Salaries-Support Services, \$66,344.97; Salaries-Co-curricular, \$15,176.70; Benefits-Instructional, \$48,251.78, Benefits-Support Services, \$19,357.38; Benefits-Co-curricular, \$2,736.66; Purchased Services, \$45,902.33; Supplies, \$13,555.97; Other, \$300.00. Journal Entries, (\$6,905.86). Balance 4-30-13, \$1,381,398.96.

Capital Outlay Fund: Balance 4-1-13, \$145.03. Revenues: Taxes, \$61,365.52. Expenditures: Purchased Services, \$39,443.63; Supplies, \$11,378.98. Balance 4-30-13, \$10,687.94.

Bond Redemption Fund: Balance 4-1-13, \$133,333.34. Balance 4-30-13, \$133,333.34.

Special Education Fund: Balance 4-1-13, \$125,422.17. Revenues: Taxes, \$28,636.82; Interest, \$22.12; Medicaid Direct Services, \$480.48; Misc Income, \$3,922.20; State Aid, \$12,198.00. Expenditures: Salaries-Instructional, \$44,624.37; Salaries-Support Services, \$15,186.01; Benefits-Instructional, \$12,671.01; Benefits-Support Staff, \$5,035.09; Purchased Services, \$11,539.19; Supplies, \$39.54. Balance 4-30-13, \$81,586.58.

Pension Fund: Balance 4-1-13, \$286,601.95. Revenues: Taxes, \$6,136.75; Interest, \$52.78. Expenditures: Salaries-Instructional, \$1,060.00; Benefits-Instructional, \$79.66. Balance 4-30-13, \$291,651.82.

Lunch Fund: Balance 4-1-13, \$122,772.52. Revenues: Student Meals, \$19,446.15; Adult Meals, \$1,421.50; Ala Carte, \$1,602.25; Misc Income, \$47.50; Federal Sources, \$22,161.26. Expenditures: Salaries-Support Services, \$12,724.08; Benefits-Support Services, \$4,984.16; Purchased Services, \$167.90; Supplies, \$31,155.26. Balance 4-30-13, \$118,419.76.

Enterprise Fund: Balance 4-1-13, \$11,739.09. Revenues: Tuition, \$450.00; OST Donations, \$3,500.00; OST Tuition, \$1,769.83. Expenditures: Salaries-Support Services, \$2,576.30; Benefits-Support Services, \$315.02; Purchased Services, \$143.93; Supplies, \$213.49. Balance 4-30-13, \$14,210.18.

- Approve bills presented for payment.

Bills Presented for Payment: 3D Security, Repairs, \$1,827.60; Apex Learning, AP Class, \$300.00; Matt Bastian, Supplies, \$59.88; Berens Grocery, Supplies, \$59.67; Big Stone Therapies, Therapy Services, \$10,925.13; Cabana Banners, Supplies, \$27.00; Cash-Wa Distributing, Food, \$2,354.70; Cenex Fleetcard, Travel, \$203.99; Century Business Leasing, Copier Payment, \$500.45; Century Business Products, Supplies, \$131.88; Chase Card Services, Postage/Supplies/Travel, \$1,102.21; City of Milbank, Water/Sewer, \$1,660.90; Council for Exceptional Children, Dues, \$177.00; Country Closet Consignment, Supplies, \$42.75; Dean Foods, Milk, \$5,028.86; Betty DeBoer, Accompanist, \$200.00; DeFea Transportation, Busing, \$46,581.57; Earthgrains Baking, Food, \$1,021.85; Fairfield Inn & Suites, Travel, \$3,534.16; Family Resource Network, Staff Training, \$45.00; Follett Software, Library Software, \$1,496.00; Sandra Fonder, Professional Services, \$120.00; Food Services of America, Food, \$20,410.14; Food-N-Fuel, Travel, \$802.34; Jodi Garrett, Lunch Refund, \$60.70; GCC Ready Mix, Snow Removal, \$593.75; Grant County Review, Minutes, \$244.80; Hartman's Family Foods, Supplies, \$28.14; Hauff Mid-America Sports, Supplies, \$251.30; Hedahl's Auto Parts, Repairs, \$24.76; Hillyard Inc, Supplies, \$943.00; Imprest Fund, Registration, \$1,313.00; Imprest Fund, Judges, \$420.00; Imprest Fund, Travel, \$390.00; Imprest Fund, Dues, \$796.00; ITC, Phone Charges, \$614.67; JW Pepper, Supplies, \$91.99; Mary Kinder, Supplies, \$68.25; Kone Inc, Elevator Repair, \$870.62; Liebe Drug Inc, Supplies, \$666.76; LRP Publications, Periodicals, \$33.45; Marco, Supplies, \$49.89; MasterCard Corp, Supplies/Travel/Equipment, \$6,774.27; Milbank Community Transit, Busing, \$1,388.00; Milbank Independence Training, Lunch Services, \$120.00; Milbank Lumber, Supplies, \$324.17; Milbank School Lunch, Supplies, \$484.42; Milbank School Lunch, Student Workers, \$80.00; Mill Valley Industries, Supplies, \$711.79; Steve Misener, Professional Services, \$260.00; NAEIR, Supplies, \$25.50; Nasco, Supplies, \$64.65; Neff Company, Supplies, \$294.54; Nelson Electric, Repairs, \$1,214.39; Julie Nolz, Supplies, \$8.00; Northwest Pipe Fittings-Huron, Repairs, \$652.25; NorthWestern Energy, Natural Gas, \$723.32; OtterTail Power, Lights/Power, \$22,565.61; Parent, Mileage, \$71.04; Parent, Mileage, \$170.24; Pine Hills Golf Club, Rentals, \$350.00; Ramkota Inn-Pierre, Staff Travel, \$175.98; Rapid City Schools, Professional Services, \$250.00; Reinhart Foodservice, Food, \$1,187.35; Roger's Electric Motor Service, Supplies, \$106.15; SASD, Workshop Reg, \$75.00; School Specialty, Supplies, \$169.65; Seehafer Hardware Hank, Supplies, \$770.11; Star Laundry, Cleaning Service, \$533.75; Street Graphex, Supplies, \$54.92; SW/WC Service Cooperative, Professional Services, \$50.00; T&T Heating & AC, Repairs, \$7,858.23; Trapp Plumbing Co, Repairs, \$415.26; Tri State Water, Supplies, \$139.40; TSA Consulting, Professional Services, \$50.00; Doug Tschetter, Registration, \$451.97; Twin Valley Tire, Repairs, \$1,438.59; Unity Square, Gym Rent, \$400.00; Valley Office Products, Equipment/Supplies, \$1,668.97; Veblen Asbestos, Professional Services, \$490.00; Verizon, Phone Services, \$456.60; Watertown Iron & Metal, Supplies, \$157.56; Watertown Public Opinion, Advertising, \$70.20; West Sioux Ceramics, Supplies, \$96.60; Wittrock & Son, Garbage Collection, \$689.00; Wohlenberg Ritzman & Co, Audit, \$4,375.00; Xerox Corp, Copier Payment, \$1,446.79.

Motion by Stengel and seconded by Biersbach to approve the hiring of Nancy Quade as Business Education teacher and Assistant Junior Class Advisor at a salary of \$33,252. Motion carried. 5-0

Motion by Bien and seconded by Stengel to approve the re0employment of Renae Wollschlager as a part-time 5th grade teacher at a salary of \$16,374. Motion carried. 5-0

Motion by Biersbach and seconded by Bien to approve the adoption and renewal of the ASB Workers' Compensation Trust Fund Participation Agreement from July 1, 2013 through June 30, 2014. Motion carried. 5-0

Motion by Dirksen and seconded by Stengel to approve travel to the National FFA Convention in Louisville, KY for 19 Chapter members, Mr. Janisch and 2 adult chaperones. Motion carried. 5-0

Motion by Biersbach and seconded by Bien to cast a ballot for Rich Luther of Lennox as Athletic Director Representative to the Division II SDHSAA Board of Directors. Motion carried. 5-0

Motion by Stengel and seconded by Dirksen to vote for Mike Miller of Aberdeen central as a Large Group Board of Education Representative for the SDHSAA Board of Directors. Motion carried. 5-0

Motion by Bien and seconded by Biersbach to approve the SDHSAA Constitutional Amendment #1. Motion carried. 5-0

Motion by Dirksen and seconded by Biersbach to approve the Summer OST and Summer Custodial Staff and wages. Motion carried. 5-0 OST Summer Staff – Kelsey Bergquist, \$8.35/hr.; Maren Davis, \$10.00/hr.; Janine Dashiell, \$9.60; Jacob Ebsen, \$8.50/hr; Megan Nedved, \$8.50/hr.; Amy Thue, \$9.60/hr.; Karen Vaudry,\$9.60/hr. Summer Custodial Staff: Renee Howell, \$9.60/hr.; Kathy Hansen, \$9.35/hr.; Jeremy Tostenson, \$9.35/hr.; Sara Snaza, \$9.20/hr.; and Jolene Rick, \$9.00/hr.

Motion by Stengel and seconded by Bien to approve the 2011-2012 audit completed by Wholenberg Ritzman & Co., LLC. Motion carried. 5-0

Motion by Biersbach and seconded by Bien to approve lane change/tract movement for Jeremy Tostenson, Melissa Bastian, Katie Gilmore, Becky Johnson, Maren Davis, Ryan Scoular and Matt Bastian. Motion carried. 5-0

Motion by Dirksen and seconded by Bien to amend the 2013-14 school calendar to change parent-teacher conferences to Monday February 10, 2014 and Wednesday, February 12, 2014. Motion carried. 5-0

Motion by Bien and seconded by Biersbach to repeal Tutoring for Pay Policy (GCQAB). Motion carried. 5-0

Motion by Stengel and seconded by Dirksen to approve offering Roth 457 Plan through the South Dakota Retirement System effective July 1, 2013. Motion carried. 5-0

Motion by Stengel and seconded by Biersbach to accept the resignation of David Graf as Special Education Teacher. Motion carried. 5-0

Motion by Biersbach and seconded by Bien to approve the District Technology Plan. Motion carried. 5-0

Reports were given by Elementary Principal Linda Foos, High School Principal Dan Snaza and Special Services Director Rhonda Zinter.

Superintendent Graf reported on the following:

1. Patient Protection and Affordable Care Act Early Retiree Re-insurance Program – Employer Reimbursement (\$8,990)
2. 3-year Asbestos Re-inspection
3. Donation given by the SD Country Music Hall of Fame in honor of Jerry Berens in the amount of \$450 to Koch School Music Dept.

Motion by Stengel and seconded by Dirksen to enter executive session for personnel issues at 7:55 PM. Motion carried. 5-0

Chairman Schwandt declared executive session over at 8:45 PM and regular session was resumed.

Motion by Dirksen and seconded by Bien to adjourn at 8:50 PM. Motion carried. 5-0

The next regular meeting of the Milbank School Board will be June 10, 2013, at 7:00 PM.

Chairman

Business Manager