

Minutes

Milbank School District Board Proceedings

September 13, 2013

President Schwandt called the meeting to order at 7:00 PM in the board room of the high school building. Members present were Biersbach, Bien, Schwandt, and Stengel(arrived at 7:05PM). Superintendent Tim Graf and Business Manager Nancy Meyer were also in attendance. Guests present were Tim Lease, Rhonda Zinter, Dan Snaza, Deb Hemmer, Mary Kinder, Tim Gabriel, Briana Veen and Kim Veen.

Motion by Biersbach and seconded by Bien to approve the agenda. Motion carried. 3-0

No one addressed the Board during the Community Input Session.

The School Spotlight this month is the OST Program. OST Directory Mary Kinder gave an overview of the Regular and Summer OST Programs and activities students can participate in.

Discussion Items were: Open Enrollment and Consider Policy Book Section J, Part 3 (Students) (1st Reading).

Motion by Biersbach and seconded by Bien to approve the consent agenda. Motion carried. 4-0
Items included were:

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

Business Manager's Monthly Report: General Fund: Balance 8-1-2013, \$1,974,137.82. Revenues: Taxes, \$96,446.21; Interest, \$322.11; Activity Tickets, \$11,554.00; Yearbooks, \$11,064.00; Misc Income, \$2,458.24; State Aid, \$155,782.00; Federal Sources, \$59,736.16. Expenditures: Salaries-Instructional, \$154,929.47; Salaries-Support Services, \$55,075.87; Salaries-Co-curricular, \$9,652.80; Benefits-Instructional, \$41,685.40; Benefits-Support Services, \$24,042.56; Benefits-Co-curricular, \$2,913.84; Purchased Services, \$48,009.87; Supplies, \$37,909.70; Other, \$600.00. Balance, 8-31-13, \$1,936,681.03.

Capital Outlay Fund: Balance 8-1-13, \$455,603.14. Revenues: Taxes, \$10,142.87; Interest, \$74.60. Expenditures: Purchased Services, \$8,958.59; Supplies, \$84,953.64; Capital Acquisitions, \$35,538.91; Other, \$435.00. Balance 8-31-13, \$335,934.47.

Bond Redemption Fund: Balance 8-1-13, \$133,333.34. Balance 8-31-13, \$133,333.34.

Special Education Fund: Balance 8-1-13, \$181,406.99. Taxes, \$4,733.27; Interest, \$29.55; Misc Income, \$2,091.84; State Aid, \$16,657.00. Expenditures: Salaries-Instructional, \$27,528.62; Salaries-Support Services, \$5,976.50; Benefits-Instructional, \$17,428.36; Benefits-Support Services, \$7,684.55; Purchased Services, \$3,667.00; Supplies, \$191.87. Balance 8-31-13, \$142,441.75.

Pension Fund: Balance 8-1-13, \$355,664.01. Revenues: Taxes, \$1,014.32; Interest, \$58.12. Balance 8-31-13, \$356,736.45.

Lunch Fund: Balance 8-1-13, \$102,706.35. Revenues: Student Meals, \$56,989.47; Adult Meals, \$579.10; Ala Carte, \$442.16; Misc Income, \$171.09. Expenditures: Salaries-Support Services, \$2,484.35; Benefits-Support Services, \$3,866.12. Balance 8-31-13, \$154,537.70.

Enterprise Fund: Balance 8-1-13, \$19,912.14. Revenues: OST Donations, \$84.00; OST Tuition, \$14,108.99. Expenditures: Salaries-OST, \$8,446.00; Benefits-OST, \$1,028.19; Purchased Services, \$1,593.55; Supplies, \$1,366.09. Balance 8-31-13, \$21,671.30.

- Approve bills presented for payment.

Bills Presented for Payment: Aberdeen Awards, Supplies, \$236.80; ACP Direct, Supplies, \$117.15; Active Data Systems, \$1,663.55; AmericInn Motel & Suites-Aberdeen, Athletic Travel, \$77.00; Apex Cleaners, Uniform Repairs/Cleaning, \$1,263.00; Apex Learning, AP Classes, \$1,200.00; Apple Inc, Britton-Perkins, \$467.00; Associated School Boards of SD, Conference Registration, \$450.00; Avera Pace, Purchasing Service, \$200.00; Kate Bartel, Background Check, \$70.00; Big Stone Therapies, Therapy, \$9,107.64; Bigger Faster Stronger, Supplies, \$569.09; Brewster Building Center, Stadium Improvements, \$2,112.63; Britton Hecla School District, Perkins Supplies, \$1,680.80; Brown & Saenger, Supplies, \$60.42; C&H Distributors, Supplies, \$332.00; Cash-Wa Distributing, Food/Supplies, \$965.00; Cengage Learning, Text Books, \$1,136.37; Century Business Leasing, Copier Payment, \$500.45; Century Business Products, Copier Supplies, \$162.32; LaNae Chamley, Supplies, \$23.17; Chase Card, Postage/Supplies/Travel/Equip, \$15,334.44; Child Therapy Toys, Supplies, \$75.95; Childrens Health Market, Supplies, \$242.00; City of Milbank, Water/Sewer, \$242.00; Closing the Gap, Workshop Reg, \$335.00; Cole Papers, Supplies, \$4,870.93; Communican, Supplies, \$229.95; Brittini Cordingley, Background Check, \$70.00; Culinex, Repairs, \$752.90; Cynmar Corporation, Supplies, \$344.20; Dakota Country Feed & Seed, Grounds Repair, \$840.00; Daktronics, Equipment, \$3,000.00; Davis Publications, Textbooks, \$1,456.40; Dean Foods, Milk, \$4,965.12; DeFea Transportation, August Busing, \$17,813.98; DeFea Transportation, OST/ Band Camp, \$2,064.65; Delta Education, Supplies, \$1,694.55; Demco Inc, Supplies, \$83.85; Deweys Lawn Care & Landscape, Grounds Upkeep, \$203.52; Earthgrains Baking, Food, \$407.25; EMC Insurance, Liability Insurance, \$38,646.25; ESGI, Software, \$1,400.00; ESTR Publications, Supplies, \$67.00; Everwhite, Repairs, \$2,817.05; Kristopher Evje, Professional Training, \$125.00; Fleet US LLC, \$696.72; Flinn Scientific, Supplies, \$241.89; Food Services of America, Food/Supplies, \$21,480.33; Food-N-Fuel, Travel, \$1,044.41; General Binding, Supplies, \$99.56; Tim Graf, Staff Travel, \$24.00; Grant County Review, Subscriptions/Publications, \$418.34; Kathy Hansen, Background Check, \$70.00; Hillyard Inc, Supplies, \$572.42; Houghton Mifflin, Supplies, \$2,675.55; Hummert, Supplies, \$99.03; Imprest Fund, Registration, \$294.00; Imprest Fund, Officials, \$530.50; Imprest Fund, Travel, \$302.00; Imprest Fund, Supplies, \$240.00; Imprest Fund, Dues/Fees, \$145.00; Insight Invesments, Non-Consumable Supplies, \$16,414.00; ITC, Phone Service, \$610.75; JW Jung Seed, Supplies, \$39.60; Jack's Body Shop, Repairs, \$127.00; Jostens, Yearbook, \$3,612.72; Mary Kinder, Supplies, \$237.12; KONE Inc, Elevator Repairs, \$6,379.47; Langford Public School, Perkins Supplies, \$3,299.99; Lindsey Lanpher, Background Check, \$70.00; Lori Leddy, Graduate Credits, \$150.00; Library Video Company, Supplies, \$365.23; Liebe Drug Inc, Supplies, \$45.00; Make Music, Supplies, \$220.00; Mashalla Speech & Language, Supplies, \$38.50; MasterCard Corp, Supplies, \$1,304.73; McGraw Hill, Workbooks/Textbooks, \$1,941.72; McKesson Medical-Surgical, Supplies, \$770.95; MHM Contracting, Repairs/Maintenance, \$10,050.37; Mid-American Research Chemical, Supplies, \$3,411.82; Midwest Medical Services, \$130.00; Milbank Chamber of Commerce, Dues/Fees, \$125.00; Milbank Community Transit, Transportation, \$368.00; Milbank Independence Training, Lunchroom Workers, \$210.00; Milbank Lumber, Repairs, \$23.75; Milbank Winwater Works, Repairs, \$12.10; Mill Valley Industries, Repairs, \$165.00; Nasco, Supplies, \$1,522.33; National Geographic Bee, Supplies, \$100.00; NCS Pearson, Testing Supplies, \$1,726.68; ND Center for Distance Education, AP Classes, \$300.00; Nelson Electric, Repairs, \$410.00; News Bowl USA, Online Subscription, \$309.00; Chad Nolz, Graduate Credit, \$75.00; NorthWestern Energy, Natural Gas, \$308.41; OtterTail Power Co, Lights/Power, \$12,736.91; Parent, Mileage, \$81.40; Parent, Mileage, \$40.70; Parent, Mileage, \$130.24; Parent, Mileage, \$44.40; Nancy Pauli, Supplies, \$256.56; Pearson Clinical Assesment, Testing Forms, \$87.50; Pearson Learning, Textbooks, \$24,464.42; PermaBound, Library Books, \$16.14; Prestwick House, Supplies, \$190.34 Pro-Ed, Supplies, \$32.95; Professional Hearing Services, Professional Services, \$780.00; Nancy Quade, Background Check, \$70.00; RD Construction, Repairs, \$2,202.00; Rachel's Challenge, Professional Services, \$4,500.00; Really Good Stuff, Supplies, \$261.04; Rick Trow Productions, \$126.25; Rochester 100, Supplies, \$115.00; Runnings, Supplies, \$142.64; Sarlettes Music, Repairs, \$1,742.90; Scholastic Inc, Supplies, \$97.88; Scholastic Magazines, \$1,467.62; School Health Corp, Supplies, \$109.75; School

Specialty, Supplies/Equipment, \$10,894.95; Amber Sriver, Lunch Refund, \$200.00; SD Library Network, Software, \$675.00; Seehafer Hardware Hank, \$1,737.52; Jeanne Sinclair, Reg Fees, \$75.00; Star Laundry & Dry Cleaners, Cleaning Service, \$243.33; Stokes Seeds, Supplies, \$219.90; Street Graphex, Supplies, \$617.19; Super Duper Publications, \$287.71; Teachers Discovery, Supplies, \$185.72; The Reading Warehouse, Supplies, \$18.82; TP Services, Repairs, \$1,700.00; Training Room, Supplies, \$1,719.47; Trapp Plumbing Co, Repairs, \$133.56; Tri State Water, Cooler Rent, \$10.00; TSA Consulting, Professional Services, \$50.00; Doug Tschetter, Supplies/Grad Credit, \$104.69; UDFL, Reg Fees, \$100.00; USI Inc, Supplies, \$281.19; Valley Office Products, Supplies, \$309.48; Valley Rental & Recycling, Rentals, \$80.00; Verizon, Phone Service, \$493.39; Monica Walsh, Professional Services, \$5,250.00; West Sioux Ceramics & Dakota Potters, \$195.00; William V MacGill, Supplies, \$459.80; Wittrock & Son, Garbage Collection, \$1,378.00; Xerox Corp, Supplies/Payment, \$3,019.58; Zaner-Bloser, Supplies, \$161.64.

- Approve Lane Change for Kris Evje for an increase of \$338.

A second reading of Policy Book Section J Part 2 (Students) was held. Motion by Stengel and seconded by Biersbach to approve Policy Book Section J Part 2 as presented. Motion carried. 4-0

Motion by Bien and seconded by Stengel to adopt the following Resolution:

**ANNUAL BUDGET RESOLUTION
RESOLUTION NO. 01-09-13**

Let it be resolved, that the School Board of the Milbank School District 25-4, after duly considering the proposed budget and its changes thereto, to be published in accordance with SDCL 13-11-2 hereby approves and adopts its proposed budget and changes thereto, to be its Annual Budget for the fiscal year July 1, 2013 through June 30, 2014. The adopted Annual budget levy requests are as follows: General Fund, \$2.09 per \$1,000 of AG valuation; \$4.296 per \$1,000 of Owner Occupied valuation; \$9.20 per \$1,000 of Other Property valuation. Capital Outlay Fund, \$3.00 per \$1,000 of total valuation; Special Education Fund, \$1.552 per \$1,000 of total valuation; Pension Fund, \$0.30 per \$1,000 of total valuation. A list of changes from the proposed to the adopted is as follows: Add to the following revenue functions: General Fund 1312, \$10,000. Add to the following expenditure functions: General Fund 3711, \$12,813 and 2213, \$5,000. Enterprise Fund 3900, \$15,000 Decrease the following expenditure functions: General Fund 3721, \$12,813. Enterprise Fund 1312, \$15,000.

Chairman

Business Manager

Motion carried. 4-0

Motion by Stengel and seconded by Biersbach to approve and open enrollments for one Waverly-South Shore student and one Grant-Deuel student. Motion carried. 4-0

Motion by Bien and seconded by Biersbach to approve the tuition agreement with Big Stone City School District for 5 students. Motion carried. 4-0

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

Superintendent Graf reported on the following:

1. Enrollment
2. In-Service
3. Early Retiree Reinsurance Program Rebate
4. Stage Lights in Theater
5. ASBSD Regional Meetings

Motion by Stengel and seconded by Bien to enter executive session for personnel issues at 8:01 PM.

Motion carried. 4-0

Chairman Schwandt declared executive session over at 9:11 PM and regular session was resumed.

Motion by Biersbach and seconded by Bien to adjourn at 9:12 PM.

The next regular meeting of the Milbank School Board will be October 14, 2013, at 7:00 PM.

Chairman

Business Manager