

Minutes

Milbank School District Board Proceedings

April 8, 2013

President Schwandt called the meeting to order at 7:00 PM in the board room of the high school building. Members present were Dirksen, Biersbach, Bien, Schwandt, and Stengel. Superintendent Tim Graf and Business Manager Nancy Meyer were also in attendance. Guests present were Linda Foos, Rhonda Zinter, Dan Snaza, Deb Hemmer, Micheal Perrion, Doug Tschetter, Ron Frauenshuh, Seth McDonald, Rachel Johannsen, Tori Remington, Taylor Seehafer, Nathaniel Steinlicht, Katie Loutsch, Allwin McDonald, and Chris Loutsch.

No one addressed the Board during the Community Input Session.

The School Spotlight this month features the MHS Debate team who won their second consecutive State 'A' Championship.

Discussion Items were: Review of Financial Status of General Fund, Preliminary Technology Plan, Preliminary Budget, Milbank School District Teacher of the Year – Brenda Maass, Tech Integrationist Job description (1st Reading) and Fresh Fruits and Vegetables Grant.

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

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

Business Manager's Monthly Report: General Fund: Balance 3-1-13, \$1,617,629.31. Revenues: Taxes, \$56,595.39; Interest, \$141.69; Admissions, \$574.33; Local Misc, \$11,049.31; Medicaid Admin, \$7,721.00; County Apportionment, \$24.03; State Aid, \$148,409.00; Other State Revenue, \$375.00; Federal Sources, \$78,132.00. Expenditures: Salaries-Instructional, \$189,596.37; Salaries-Support Services, \$65,069.68; Salaries-Co-curricular, \$18,666.68; Benefits-Instructional, \$48,546.16; Benefits-Support Services, \$19,516.03; Benefits-Co-curricular, \$2,820.82; Purchased Services, \$64,332.69; Supplies, \$20,546.49; Capital Acquisitions, \$108.78; Other, \$300.00. Journal Entries, (\$6,000.00). Balance 3-31-13, \$1,485,147.36.

Capital Outlay Fund: Balance 3-1-13, \$22,753.56. Revenues: Taxes, \$40,055.52; Interest, \$197.88. Expenditures: Purchased Services, \$37,928.99; Supplies, \$30,932.94. Journal Entries, \$6,000.00. Balance 3-31-13, \$145.03.

Bond Redemption Fund: Balance 3-1-13, \$133,333.34. Balance 3-31-13, \$133,333.34.

Special Education Fund: Balance 3-1-13, \$107,606.69. Revenues: Taxes, \$18,692.31; Interest, \$9.30; Medicaid Admin, \$1,395.45; Medicaid Direct Services, \$3,625.45; State Aid, \$12,199.00; IDEA Flowthrough, \$71,969.00. Expenditures: Salaries-Instructional, \$48,329.19; Salaries-Support Services, \$15,394.81; Benefits-Instructional, \$13,043.38; Benefits-Support Services, \$5,108.17; Purchased Services, \$7,989.80; Supplies, \$209.23. Balance 3-31-13, \$125,422.17.

Pension Fund: Balance 3-1-13, \$283,711.55. Revenues: Taxes, \$4,005.47; Interest, \$24.58. Expenditures: Salaries-Instructional, \$1,060.00; Benefits-Instructional, \$79.65. Balance 3-31-13, \$286,601.95.

Lunch Fund: Balance 3-1-13, \$92,381.78. Revenues: Student Meals, \$24,972.55; Adult Meals, \$1,405.70; Misc Income, \$2,645.53; Federal Sources, \$41,337.97. Expenditures: Salaries-Support

Services, \$14,296.13; Benefits-Support Services, \$5,177.10, Purchased Services, \$1,886.63; Supplies, \$18,264.61. Balance 3-31-13, \$123,119.06.

Enterprise Fund: Balance 3-1-13, \$6,679.69. Revenues: Tuition, \$5,485.00; OST Tuition/Donations, \$3,266.37. Expenditures: Salaries-Support Services, \$2,448.47; Benefits-Support Services, \$314.67; Purchased Services, \$46.81; Supplies, \$882.02. Balance 3-31-13, \$11,739.09.

- Approve bills presented for payment.

Bills Presented for Payment: Alco Stores, Supplies, \$9.98; Americas Best Value Inn, Athletic Travel, \$929.85; Apex Cleaners, Band Uniform Cleaners, \$281.00; Avera St. Lukes, Supplies, \$20.00; Berens Grocery, Supplies, \$863.60; Kelsey Bergquist, Background Check, \$70.00; Berkner Excavating & Gravel, Snow Removal, \$45.00; Big Stone Therapies, Therapy Services, \$9,387.23; Brewster Building Center, Supplies, \$38.18; Greg Cantine, Graduate Credit, \$150.00; Cash-Wa Distributing, Food Purchases, \$3,141.11; Century Business Leasing, Copier Payment, \$500.45; Century Business Products, Supplies, \$339.13; City of Milbank, Water/Sewer, \$1,713.00; Chase Card, Postage/Travel/Supplies, \$3,998.29; Comes Investments, Supplies, \$65.00; Linda Comstock, Graduate Credit, \$150.00; Connecting Point, Computer Equipment, \$4,500.00; Coteau Shopper, Advertising, \$23.40; Dean Foods, Milk, \$3,812.61; DeFea Transportation, Busing, \$40,428.14; Earthgrains Baking Co, Bread, \$761.85; Food Services of America, Food, \$18,985.16; Food-N-Fuel, Travel, \$541.68; GCC Ready Mix, Snow Removal, \$688.75; Grant County Review, Publications, \$125.25; Hasslen Construction, Repairs, \$4,384.96; Hauff Mid-America Sports, Supplies, \$22.95; Hillyard Inc, Supplies, \$832.96; Imprest Fund, Registration, \$1,233.75; Imprest Fund, Supplies, \$3,608.21; Imprest Fund, Professional Services, \$100.00; Instrumentalist Products, Supplies, \$246.00; ITC, Phone Service, \$20.98; JW Pepper, Supplies, \$7.90; Kindergarten Academy, Registration, \$370.00; KONE Inc, Repairs, \$609.78; Marco Inc, Supplies, \$36.97; Mastercard Corp, Supplies/Travel, \$1,242.78; Milbank Community Transit, Busing, \$2,014.00; Milbank Lumber, Supplies, \$13.59; Milbank School District, Supplies, \$5.69; Milbank School Lunch, Student Workers, \$68.00; Nasco, Supplies, \$12.60; NCS Pearson, Software Renewal, \$6,200.00; Nelson Electric, Repairs, \$1,554.96; Northwestern Energy, Natural Gas, \$810.33; Nutrikids-Heartland Payment Systems, Supplies, \$45.00; OtterTail Power Co, Lights/Power, \$23,819.61; Parent, Supplies, \$39.54; Parent, Mileage, \$81.40; Parent, Mileage, \$59.20; Nancy Pauli, Supplies, \$254.58; Denise Pischulti-Hyatt, Background Check, \$70.00; Quality Inn, Athletic Travel, \$500.28; Ramkota Inn-Pierre, Athletic Travel, \$257.97; Really Good Stuff, Supplies, \$82.73; Reinhart Foodservice, Food/Supplies, \$1,141.72; Rogers Electric Motor Service, Supplies, \$55.55; Runnings, Supplies, \$175.67; Samuel French, Play Royalties, \$250.00; Sarlettes Music, Supplies/Repairs, \$196.50; School Specialty, Supplies, \$357.65; SDAEOP Conf, Registration, \$390.00; Shiffler Equipment Sales, Supplies, \$86.69; Star Laundry & Dry Cleaners, Cleaning Service, \$584.79; Street Graphex, Supplies, \$38.40; Top Hat Lanes, Professional Services, \$108.00; Tri State Water, Supplies, \$175.40; Doug Tschetter, Travel, \$34.04; Tyler Computer & Print Design, Supplies, \$115.50; Unzen Motors, Repairs, \$232.40; USI Inc, Supplies, \$147.08; Valley Office Products, Supplies, \$177.25; Verizon, Phone Service, \$636.59; Watertown Iron & Metal, Supplies, \$132.46; Wittrock & Son, Garbage Collection, \$689.00; Xerox Corp, Copier Payment, \$2,893.58.

- Approve a Promissory Note in the amount of \$6,000 from the General Fund to Capital Outlay.

Motion by Dirksen and seconded by Biein to approve the resolution authorizing membership in the South Dakota High School Activities Association for July 1, 2013 through June 30, 2014. Motion carried. 5-0

Motion by Biersbach and seconded by Dirksen to approve the School Wide Title application. 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. Staff Positions
2. Health Insurance Renewal Rates

Motion by Bien and seconded by Stengel to enter executive session for personnel issues at 8:13 PM. Motion carried. 5-0

Chairman Schwandt declared executive session over at 10:00 PM and regular session was resumed.

Motion by Dirksen and seconded by Stengel to approve the hiring of Tim Lease as Elementary Principal at a salary of \$64,500. Motion carried. 5-0

Motion by Biersbach and seconded by Bien to create a Tech Integrationist position. Motion carried. 5-0

Motion by Stengel and seconded by Bien to approve staffing recommendations for re-employment. Motion carried. 5-0

Motion by Dirksen and seconded by Biersbach to not renew the C Squad Volleyball position held by Joanne Ebsen due to a reduction in staff. Motion carried. 5-0

Motion by Dirksen and seconded by Bien to not renew the C Squad Boys Basketball portion of the contract of David Graf due to a reduction in staff. Motion carried. 5-0

Motion by Stengel and seconded by Biersbach to not renew the C Squad Girls Basketball portion of the contract of Abbey Trapp due to a reduction in staff. Motion carried. 5-0

Motion by Bien and seconded by Dirksen to adjourn at 10:04 PM.

The next regular meeting of the Milbank School Board will be May 13, 2013, at 7:00 PM.

Richard Schwandt
Chairman

Nancy M. Meyer
Business Manager