

Minutes

Milbank School District Board Proceedings

December 11, 2017

President Schwandt called the meeting to order at 6:01 PM in the board room of the high school building. Members present were Upton, Thue, Bien, and Schwandt. Stengel was absent. Superintendent Tim Graf and Business Manager Nancy Meyer were also in attendance. Guests present were Deb Hemmer, Ginny Tostenson, Dan Snaza, Keri Schliesman, Kris Evje, and Amy Brandriet.

Motion by Thue and seconded by Upton to approve the agenda with the additions of Action Item G Approve Open Enrollment for a 1st grade from the Wilmot School District. Motion carried. 4-0

No one addressed the Board during the public input session.

Discussion items: Review Financial status of General Fund, State Budget Address/Legislative Session, Criminal Background Check Policy (GCDB) (1st Reading), and Review State Report Card.

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

- Approve minutes of the November Meeting
- Approval of Bills presented for payment

Bills Presented for Payment: Advance, Tuition, \$1,575.00; Aget Manufacturing Co, Dust Collection Project, \$3,695.00; Brenda Anderson, Professional Services, \$316.14; Berens Grocery, Supplies, \$51.61; Bibby Financial, Food, \$570.01; Big Stone Therapies, Therapy Services, \$11,614.61; Brewster Building Center, Repairs, \$122.00; Camfil APC Co, Dust Collection Project, \$2,988.33; Cash-Wa Distributing, Food, \$4,749.05; Century Business Products, Copier Payment, \$1,024.78; Chase Card Services, Travel/Supplies/Postage, \$3,469.78; Jose Chen, Professional Services, \$200.00; Churchill Manolis Freeman Kludt Shelton Burns, Attorney Fees, \$85.72; City of Milbank, Water/Sewer, \$1,482.75; Culinex, Repairs, \$187.00; Dean Foods, Milk, \$3,441.61; DeFea Transportation, Activity Bus, \$102,150.00; DeFea Transportation, Busing, \$55,029.51; Denny's Septic Services, Professional Services, \$75.00; Earthgrains Baking, Food, \$915.33; Everwhite, Supplies, \$1,665.78; Food-N-Fuel, Travel, \$861.43; Grant County Review, Publications, \$363.56; Hartman's Family Foods, Food, \$57.34; Hauff Mid-America Sports, Supplies, \$926.70; Hillyard Inc, Repairs, \$3,728.78; Howalt & McDowell Insurance, Insurance Payment, \$99.00; HP, Equipment, \$210.00; Hummert Intl, Supplies, \$1,623.87; Imprest Fund, Registration, \$823.51; Imprest Fund, Travel, \$421.45; Infobase Publishing, Software Renewal, \$703.13; ITC, Phone Service, \$752.71; JW Pepper, Supplies, \$180.68; KnowBuddy Resources, Library Books, \$224.30; Loesch Sheet Metal, Dust Collection Project, \$5,290.00; Mastercard Corp, Supplies/Travel/Postage, \$4,337.13; McCrosson Boys Ranch, Tuition, \$9,870.82; MidAmerican Research Chemical, Supplies, \$1,271.21; Midland Publishing & Printing, Flagpole/Want Ads, \$1,724.08; Milbank Chamber of Commerce, Room Rent, \$31.95; Milbank Glass & More, Repairs, \$168.37; Milbank Independence Training, Supplies, \$816.00; Milbank School District, Stadium Upkeep, \$200.00; Milbank School Lunch Program, Meals, \$660.60; Milbank School Lunch, Student Workers, \$73.00; Miracle Recreation Equipment, Swings, \$170.39; Steve Misener, Repairs, \$150.00; NCS Pearson, Supplies, \$294.42; Nelson Electric Repairs, \$3,162.10; Northland Trust Services, Payment, \$370,840.00; Northwestern Energy, Natural Gas, \$465.53; OtterTail Power, Lights/Power, \$21,816.97; Parent, Mileage, \$213.28; Parent, Mileage, \$618.24; Nancy Pauli, Supplies, \$140.48; Plunketts Pest Control, Repairs, \$193.46; Pro-Ed, Supplies, \$40.70; Ramkota Hotel, Travel, \$199.98; Deb Rausch, Professional Services, \$399.00; Rivars, Supplies, \$120.00; Runnings Supply, Supplies, \$507.16; S&W Apartments, Rental, \$450.00; Sanford Health Plan, HSA Accounts, \$64.00; Sarlettes Music, Repairs, \$898.23; School Specialty, Supplies, \$26.98; SD Dept of Human Services, Tuition, \$11.19; SD Retailers Association, Registration, \$185.00; SDASP, Registration, \$45.00; Seehafer Ace Hardware, Supplies, \$859.25; Sleep Inn, Athletic Travel, \$1,599.92; Star Laundry & Dry Cleaners, Cleaning Services, \$997.32; Trapp Plumbing Co, Repairs, \$4,190.12; TriState Water, Supplies, \$79.40; TSA Consulting, Professional

Services, \$100.00; Variety Foods, Food, \$24,027.92; Verizon, Phone, \$54.23; Whetstone Home Center, Repairs, \$321.91; Wittrock & Son, Garbage Collection, \$650.00; Wohlenberg Ritzman & Co, Audit, \$9,300.00; Xerox Corp, Supplies, \$121.00.

- Accept Business Manager's Financial Report.

Business Manager's Monthly Report: General Fund: Balance 11-1-17, \$1,830,218.30. Revenues: Taxes, \$769,585.78; Tuition, \$23,079.51; Interest, \$439.22; Admissions, \$2,853.32; Local Misc, \$83,612.55; Medicaid Admin, \$2,601.90; County Apportionment, \$1,465.19; State Aid, \$253,780.00; Other, \$3,798.20. Expenditures: Salaries-Instructional, \$245,144.02; Salaries-Support Services, \$83,810.64; Salaries-Co-curricular, \$20,360.63; Benefits-Instructional, \$66,466.63; Benefits-Support Services, \$27,111.20; Benefits-Co-curricular, \$2,962.36; Purchased Services, \$111,169.28; Supplies, \$28,155.94; Other, \$160.00. Balance 11-30-17, \$2,385,823.27.

Capital Outlay Fund: Balance 11-1-17, \$647,206.52. Revenues: Taxes, \$560,499.78; Interest, \$155.32. Expenditures: Purchased Services, \$11,043.58; Supplies, \$107,165.36; Capital Acquisitions, \$403.11. Balance 11-30-17, \$1,089,249.24.

Special Education Fund: Balance 11-1-17, \$2,858.41. Revenues: Taxes, \$321,410.78; Interest, \$.69; Medicaid Admin, \$470.00; State Aid, \$19,724.00. Expenditures: Salaries-Instructional, \$68,572.63; Salaries-Support Services, \$22,337.56; Benefits-Instructional, \$21,886.88; Benefits-Support Services, \$5,425.73; Purchased Services, \$24,187.67; Supplies, \$223.54; Capital Acquisitions, \$325.00; Balance 11-30-17, \$201,504.87.

Bond Redemption Fund: Balance 11-1-17, \$400,000.02. Balance 11-30-17, \$400,000.02.

Pension Fund: Balance 11-1-17, \$660,677.23. Revenues: Taxes, \$35.28; Interest, \$158.55. Expenditures: Salaries-Instructional, \$5,915.02; Benefits-Instructional, \$452.47. Balance 11-30-17, \$654,503.57.

Lunch Fund: Balance 11-1-17, \$187,775.34. Revenues: Student Meals, \$26,505.41; Adult Meals, \$2,547.60; Ala Carte, \$2,004.45; Misc Income, \$152.31; Federal Sources, \$24,854.25. Expenditures: Salaries-Support Services, \$19,073.43; Benefits-Support Services, \$7,890.55; Purchased Services, \$464.24; Supplies, \$33,859.07. Journal Entries, (\$12.00). Balance 11-30-17, \$190,817.67.

Enterprise Fund: Balance 11-1-17, \$65,087.91. Revenues: OST Fees, \$4,906.98. Expenditures: Salaries-Support Services, \$5,232.85; Benefits-Support Services, \$659.48; Purchased Services, \$35.55; Supplies, \$282.49. Balance 11-30-17, \$63,784.52.

Motion by Bien and seconded by Upton to approve the Grant County, City of Milbank, and Milbank School District combined election agreement. Motion carried. 4-0 The combined election will be held on June 5, 2018.

A second reading of the Principal Effectiveness Policy was held. Motion by Thue and seconded by Bien to approve the Principal Effectiveness Policy as presented. Motion carried. 4-0

Motion by Upton and seconded by Thue to approve the hiring of Adolph Shepardson as Head Football Coach. Motion carried. 4-0

A bid opening was held on Wednesday, December 6, 2017 at 2:00 PM with Nancy Meyer and Peggy Greiner present. One for a new 9 passenger 2 wheel drive vehicle was received. This bid was from Unzen Motors in the amount of \$43,650.00. Motion by Bien and seconded by Upton to accept the bid from Unzen Motors for \$43,650. Motion carried. 4-0

Motion by Bien and seconded by Thue to approve the hiring of Magen Robinson for the Kitchen Staff position at an hourly rate of \$10.65. Motion carried. 4-0

Motion by Thue and seconded by Upton to approve the Open Enrollment of a 1st grade student from the Wilmot School District. Motion carried. 4-0

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. January 12th PD Day
2. Koch School Facility Audit

Motion by Upton and seconded by Thue to enter executive session at 6:37 PM to discuss personnel issues in pursuant with SDCL 1-25-2.1. Motion carried. 4-0

Chairman Schwandt declared executive session over at 7:26 PM and regular session resumed. Motion by Thue and seconded by Bien to adjourn at 7:57 PM. Motion carried. 4-0

The next regular meeting of the Milbank School Board will be January 8, 2018, at 6:00 PM.

Chairman

Business Manager