

Minutes

Milbank School District Board Proceedings

February 11, 2013

President Schwandt called the meeting to order at 4:00 PM in the board room of the high school building. Members present were Dirksen, Biersbach, Bien and Schwandt. Superintendent Tim Graf and Business Manager Nancy Meyer were also in attendance. Guests present were Linda Foos, Rhonda Zinter and Dan Snaza.

No one addressed the Board during the Community Input Session.

Discussion Items were: Review of Financial Status of General Fund, Legislative Update, 1st Reading of Par3 of Section I (Instruction), 1st Reading of Support Staff Contracts and Compensation Plans Policy (GDB) and 21st Century Grant Application.

Motion by Dirksen and seconded by Biersbach to approve the consent agenda. Motion carried.

4-0

Items included were:

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

Business Manager's Monthly Report: General Fund: Balance 1-01-2013, \$1,939,678.10. Revenues: Taxes, \$2,187.69; Interest, \$182.40; Admissions, \$6,343.35; Local Misc, \$7,789.52; County Apportionment, \$22,873.35; State Aid, \$148,408.00; Federal Sources, \$1,647.90. Expenditures: Salaries-Instructional, \$184,301.75; Salaries-Support Services, \$65,606.08; Salaries-Co-curricular, \$19,596.38; Benefits-Instructional, \$48,015.95; Benefits-Support Services, \$19,174.86; Benefits-Co-curricular, \$3,214.49; Purchased Services, \$49,978.18; Supplies, \$9,173.26; Other, \$150.00. Balance 1-31-2013, \$1,729,899.36.

Capital Outlay Fund: Balance 1-01-2013, \$163,429.03. Revenues: Taxes, \$1,218.35; Interest, \$173.20. Expenditures: Purchased Services, \$1,433.24; Supplies, \$29,851.96. Journal Entries, (\$66,666.67). Balance 1-31-2013, \$66,868.71.

Bond Redemption Fund: Balance 1-01-2013, \$66,666.67. Journal Entries, \$66,666.67. Balance 1-31-2013, \$133,333.34.

Special Education Fund: Balance 1-01-2013, \$247,611.22. Revenues: Taxes, \$568.52; Interest, \$23.38; State Aid, \$12,199.00. Expenditures: Salaries-Instructional, \$42,484.58; Salaries-Support Services, \$15,043.44; Benefits-Instructional, \$12,266.36; Benefits-Support Services, \$5,063.55; Purchased Services, \$7,885.64; Supplies, \$628.84. Balance 1-31-2013, \$177,029.71.

Pension Fund: Balance 1-01-2013, \$283,148.54. Revenues: Taxes, \$121.77; Interest, \$28.06. Expenditures: Salaries-Instructional, \$1,060.00; Benefits-Instructional, \$79.66. Balance 1-31-2013, \$282,158.71.

Lunch Fund: Balance 1-01-2013, \$116,656.50. Revenues: Student Meals, \$28,269.30; Adult Meals, \$1,147.10; Ala Carte Sales, \$1,874.51; Misc Income, \$591.33; Federal Sources, \$15,964.12. Expenditures: Salaries-Support Services, \$11,340.60; Benefits-Support Services, \$4,801.87; Purchased Services, \$613.82; Supplies, \$18,102.06. Balance 1-31-2013, \$129,644.51.

Enterprise Fund: Balance 1-01-2013, \$2,756.79. Revenues: OST Fees/Donations, \$2,384.75. Expenditures: Salaries-OST, \$1,828.55; Benefits-OST, \$255.97. Balance 1-31-2013, \$3,057.02.

- Approve bills presented for payment.

Bills Presented for Payment: 3D Security, Repairs, \$2,800.00; BFG Supply Company, Supplies, \$29.93; Big Stone Therapies, Therapy Services, \$8,847.45; Bituminous Paving, Parking Lot, \$10,000.00; BSN Sports, Supplies, \$1,500.00; Cash-Wa Distributing, Food, \$2,685.17; CDW Government, Computer Equipment, \$1,834.00; Cenex Fleetcard, Travel Expenses, \$246.09; Century Business Leasing, Copier Payment, \$500.45; Century Business Products, Copier Supplies, \$116.15; Lanae Chamley, Supplies, \$75.35; Chase Card Services, Supplies/Postage/Staff Travel, \$2,163.34; Child & Adult Nutrition Services, Food, \$1,008.52; City of Milbank, Water/Sewer, \$1,717.25; Comes Investments, Supplies, \$37.00; Conference Technologies, Repairs, \$2,205.46; Days Inn Airport-Sioux Falls, Athletic Lodging, \$324.00; Dean Foods, Milk, \$5,100.17; DeFea Transportation, Busing, \$50,201.64; Durick Fire Extinguishers, Supplies, \$174.00; Earthgrains Baking, Bread, \$991.10; EMC Insurance Companies, Supplies, \$22.00; Everwhite, Repairs, \$517.00; Family Resource Network, Professional Services, \$50.00; Food Services of America, Food, \$25,204.54; Food-N-Fuel, Travel, Expenses, \$1,264.93; General Binding, Supplies, \$99.96; Grant County Review, Advertising, \$43.74; Harry's Septic & Sewer Service, Repairs, \$1,295.50; Hillyard Inc, Supplies/Repairs, \$771.39; Hoby Registration, Registration, \$150.00; Imprest Fund, Registration, \$1,939.80; Imprest Fund, Officials/Judges, \$3,736.30; Imprest Fund, Supplies, \$292.00; Imprest Fund, Wheat Germ, \$33.80; Johnson Controls, Maintenance Contract, \$7,234.08; Jostens, Supplies, \$256.47; JW Pepper, Supplies, \$162.44; KONE Inc, Repairs, \$289.56; Kristi Lingert, Supplies, \$88.88; Marco Inc, Supplies, \$32.18; MasterCard Corp, Supplies/Computer Equipment, \$2,268.80; Milbank Community Transit, Busing, \$1,334.00; Milbank Independence Training, Lunch Workers, \$277.50; Milbank Lumber, Repairs, \$264.09; Milbank School Lunch, Student Workers, \$86.00; Steve Misener, Piano Tuning, \$65.00; Nardini Fire Equipment, Repairs, \$302.50; Nasco, Supplies, \$45.46; Nelson Electric, Repairs, \$2,779.10; Julie Nolz, Supplies, \$2.12; Northwestern Energy, Natural Gas, \$879.57; OtterTail Power Co, Lights/Power, \$28,772.35; Parent, Mileage, \$518.00; Parent, Mileage, \$60.80; Parent, Mileage, \$62.90; Parent, Supplies, \$41.91; Paxton/Patterson, Supplies, \$517.25; Ramada Inn, Debate Travel, \$236.10; Ramkota Inn-Pierre, Staff Travel, \$54.99; Reinhart Foodservice, Supplies, \$2,568.37; School Specialty, Supplies, \$255.32; Miriam Schwenn, Reimbursement, \$20.00; Seehafer Hardware Hank, Supplies/Repairs, \$699.63; Star Laundry & Dry Cleaners, Cleaning Service, \$645.72; Street Graphex, Supplies, \$479.42; Teach 2 Me, Supplies, \$50.00; Markus Tracy, Artist-in-Residence, \$2,692.27; Trapp Plumbing Co, Repairs, \$72.47; Tri State Water, Repairs, \$1,087.80; Triple Dip Lodge, Catering, \$102.45; Unzen Motors Inc, Vehicle Repairs, \$128.40; USI Inc, Supplies, \$61.69; Valley Office Products, Supplies, \$26.38; Verizon, Telephone, \$290.84; West Sioux Ceramics, Supplies, \$243.30; Willson & McKee, Artist-in-Residence, \$1,833.67; Wittrock & Son, Garbage Collection, \$689.00; Xerox Corp, Copier Payment, \$1,446.79; Zems Inc, Repairs, \$140.96; Rhonda Zinter, Staff Travel, \$26.00.

Motion by Bien and seconded by Dirksen to approve the resignation of Marvin Purvis as Custodian. Motion carried. 4-0

Motion by Biersbach and seconded by Bien to set the Drivers Education Rate at \$250 for 2013. Motion carried. 4-0

Motion by Dirksen and seconded by Bien to approve the hiring of Cynthia Davis as Custodian at \$9.00 per hour. Motion carried. 4-0

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. Teacher of the Year Process
2. Safety Dividend Check \$3,804.84 – EMC Insurance
3. OST Grants
4. Technology Plan Implementation Update

Motion by Biersbach and seconded by Dirksen to enter executive session for personnel issues at 5:12

PM. Motion carried. 4-0

Chairman Schwandt declared executive session over at 5:31 PM and regular session was resumed.

Motion by Dirksen and seconded by Biersbach to adjourn at 5:32 PM. Motion carried. 4-0

The next regular meeting of the Milbank School Board will be March 18, 2013, at 6:00 PM.

__Richard Schwandt_____
Chairman

__Nancy M. Meyer_____
Business Manager