

Minutes

Milbank School District Board Proceedings

January 14, 2013

President Schwandt called the meeting to order at 6:02 PM in the board room of the high school building. Members present were Dirksen, Bien, Stengel, Schwandt and Biersbach. Superintendent Tim Graf and Business Manager Nancy Meyer were also in attendance. Guests present were Becky Lambrechts, Linda Foos, and Rhonda Zinter.

Motion by Biersbach and seconded by Stengel to approve the agenda as presented. Motion carried. 5-0

No one addressed the Board during the Community Input Session.

Becky Lambrechts gave a short presentation on FOSS Kits and how they are being integrated into the curriculum as this month's School Spotlight.

Discussion items: Review Financial Status of General Fund, School Board Recognition, and Campus Security.

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

Items included were:

- Approve minutes of December Regular Meeting.
- Accept Business Manager's Financial Report.

Business Manager's Monthly Report: General Fund: Balance 12-1-12, \$1,665,649.87. Revenues: Taxes, \$377,490.70; Interest, \$189.30; Admissions, \$8,044.00; Local Misc, \$4,663.56; Medicaid Admin, \$9,647.00; County Apportionment, \$28.66; State Aid, \$182,120.00; Federal Sources, \$37,188.00. Expenditures: Salaries-Instructional, \$185,984.22; Salaries-Support Services, \$71,793.60; Salaries-Co-curricular, \$17,737.04; Benefits-Instructional, \$48,053.88; Benefits-Support Services, \$20,077.41; Benefits-Co-curricular, \$3,072.23; Purchased Services, \$34,858.40; Supplies, \$8,466.21; Other, \$300.00. Journal Entries, \$45,000.00. Balance 12-31-12, \$1,939,678.10.

Capital Outlay Fund: Balance 12-1-12, \$524,330.99. Revenues: Taxes, \$206,455.08; Interest, \$153.99. Expenditures: Purchased Services, \$74,535.41; Supplies, \$20,158.40; Capital Acquisitions, \$75,945.97; Other, \$351,871.25. Journal Entries, (\$45,000.00). Balance 12-31-12, \$163,429.03.

Bond Redemption Fund: Balance 12-1-12, \$66,666.67. Balance 12-31-12, \$66,666.67.

Special Education Fund: Balance 12-1-12, \$162,818.47. Revenues: Taxes, \$96,432.00; Interest, \$18.55; Medicaid Admin, \$1,743.00; Medicaid Direct Services, \$4,085.47; Misc, \$1,961.10; State Aid, \$15,027.00; Federal Sources, \$59,083.00. Expenditures: Salaries-Instructional, \$49,139.22; Salaries-Support Services, \$15,547.21; Benefits-Instructional, \$13,186.48; Benefits-Support Services, \$5,124.07; Purchased Services, \$10,432.00; Supplies, \$53.39; Other, \$75.00. Balance 12-31-12, \$247,611.22.

Pension Fund: Balance 12-1-12, \$263,595.03. Revenues: Taxes, \$20,663.20; Interest, \$29.97. Expenditures: Salaries-Instructional, \$1,060.00; Benefits-Instructional, \$79.66. Balance 12-31-12, \$283,148.54.

Lunch Fund: Balance 12-1-12, \$135,051.83. Revenues: Student Meals, \$8,820.15; Adult Meals, \$1,043.80; Ala Carte Sales, \$1,109.82; Federal Sources, \$23,851.10. Expenditures: Salaries-Support

Services, \$15,562.61; Benefits-Support Services, \$5,346.27; Purchased Services, \$636.38; Supplies, \$31,674.94. Balance 12-31-12, \$116,656.50.

Enterprise Fund: Balance 12-1-12, \$3,895.64. Revenues: OST Fees/Donations, \$1,816.26. Expenditures: Salaries-OST, \$2,608.02; Benefits-OST, \$327.09; Purchased Services, \$20.00. Balance 12-31-12, \$2,756.79.

- Approve bills presented for payment.

Bills Presented for Payment: Alco Stores, Supplies, \$31.67; Allegra, Supplies, \$58.50; Apple Inc, Computer Equipment, \$25,707.00; Attainment Co, Supplies, \$34.00; Avera St Lukes, Supplies, \$25.00; Melissa Bastian, Graduate Credit, \$150.00; Berens Grocery, Supplies, \$378.33; Best Western Vermillion Inn, Athletic Travel, \$210.00; Big Stone Therapies, Therapy Services, \$6,207.70; Sharon Bogenreif, Supplies, \$56.29; Brooklyn Publishers, Supplies, \$310.25; Cash-Wa Distributing, Food, \$306.20; Cedar Shore Resort, Staff Travel, \$40.98; Century Business Leasing, Copier Payment, \$500.45; Century Business Products, Copier Supplies, \$143.67; Chase Card Service, Supplies/Travel/Postage, \$4,132.91; Child & Adult Nutrition Services, Food, \$969.00; City of Milbank, Water/Sewer, \$1,744.00; Dean Foods, Milk, \$2,815.48; DeFea Transportation, Busing, \$36,930.74; Earthgrains Baking, Bread, \$763.35; Sandra Fonder, Professional Services, \$340.00; Food Services of America, Food, \$11,875.91; Food-n-Fuel, Travel, \$1,272.72; Laura Foss, Background Check, \$70.00; GCC Ready Mix, Snow Removal, \$688.75; GK Elite Sportswear, Athletic Uniforms, \$3,172.49; Grant County Review, Minutes Publication, \$169.81; Travis Graves, Professional Services, \$728.20; Hartman's Family Foods, Supplies, \$7.24; Hauff Mid-America Sports, Supplies, \$270.15; Hedahls Auto Parts, Supplies, \$15.70; Hillyard Inc, Supplies, \$1,429.47; Houghton Mifflin Co, Supplies, \$231.66; Imprest Fund-Registration, \$799.00; Imprest Fund-Officials/Judges, \$3,165.20; Imprest Fund-Travel, \$862.50; ITC, Telephone Service, \$687.18; JW Pepper, Supplies, \$624.98; Kelly Inn & Suites-Mitchell, Staff Travel, \$50.00; Mary Kinder, Supplies, \$108.39; Marco Inc, Supplies, \$23.75; Mastercard Corp, Supplies, \$1,096.60; Midland Publishing & Printing, Advertising, \$63.42; Milbank Community Transit, Student Transportation, \$851.00; Milbank Lumber, Supplies, \$52.59; Milbank School Lunch Program, Supplies, \$92.25; Milbank School Lunch, Student Workers, \$112.00; Steve Misener, Professional Services, \$65.00; NAIER, Supplies, \$25.00; Nelson Electric, Repairs, \$3,444.71; Northwestern Energy, Natural Gas, \$769.18; OtterTail Power Co, Lights/Power, \$21,184.43; Parent, Mileage, \$586.08; Nancy Pauli, Supplies, \$356.64; Micheal Perrion, Supplies, \$108.93; Plunkett's Pest Control, Grounds Upkeep, \$171.98; Ramkota Inn of Pierre, Staff Travel, \$50.00; Reinhart Foodservice, Food, \$1,566.15; Safe Deposit Box Operations, Services, \$20.00; Sarlettes Music, Repairs, \$971.96; School Specialty, Supplies, \$346.35; Scott Electric Repairs, \$36.00; Seehafer Do It Best Hardware, Supplies, \$94.66; Star Laundry & Dry Cleaners, Cleaning Services, \$599.62; Super 8 Motel-Milbank, Athletic Lodging, \$480.00; Trapp Plumbing Co, Repairs, \$968.51; TriState Water, Water Cooler/ Softener Salt, \$376.70; TSA Consulting, Professional Service, \$100.00; Sandra Tucholke, Supplies, \$16.10; Ultra-Chem, Supplies, \$247.40; Valley Office Products, Supplies, \$1,440.84; Wittrock & Son, Garbage Collection, \$689.00; Wohlenberg Ritzman & Co, Professional Services, \$8,000.00; Xerox Corp, Supplies, \$1,446.79; Rhonda Zinter, Staff Travel, \$61.00.

Motion carried. 5-0

Motion by Stengel and seconded by Biersbach to set the School Board Election date as June 18, 2013. Motion carried. 5-0

Motion by Bien and seconded by Stengel to approve the hiring of Renae Wollschlager as part-time 4th grade teacher at a salary of \$8,210. Motion carried. 5-0

A second reading of Policy Book Section I (Instruction) Part 2 was held. Motion by Biersbach and seconded by Bien to approve Policy Book Section I, Part 2 as read. Motion carried. 5-0

Reports were given by Elementary Principal Linda Foos and Special Services Director Rhonda Zinter.

Superintendent Graf reported on the following:

1. ASBSD Workers Comp. Fund – Return of Premium \$842.82
2. January 21st In-service
3. Lunch Menu Certification

Motion by Stengel and seconded by Biersbach to enter executive session at 7:25 PM to discuss personnel issues and to evaluate the Superintendent. Motion carried. 5-0

Chairman Schwandt declared executive session over at 7:34 PM and regular session resumed.

Motion by Stengel and seconded by Bien to adjourn at 7:35 PM. Motion carried. 5-0

The next regular meeting of the Milbank School Board will be February 11, 2013, at 6:00 PM.

____Richard Schwandt_____
Chairman

____Nancy Meyer_____
Business Manager