

Minutes

Milbank School District Board Proceedings

October 11, 2017

President Schwandt called the meeting to order at 7:00 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, Eric Townsend, Robin Simmons, Ashley Ludwig, Renee Shelstad, Jenna Schulte, Dan Snaza, Keri Schliesman, Kris Evje, and Amy Brandriet.

Motion by Upton and seconded by Thue to approve the agenda. Motion carried. 4-0

No one address the Board during the public input session.

The School Spotlight featured the Global Read Aloud program. Mrs. Simmons and Mr. Townsend shared what they are doing in the classroom with the Global Read Aloud program. This program connects students to people throughout the country and beyond.

Discussion was held on a possible Facility Study of Koch School. The directed the superintendent to contact Associated Consulting Engineers of Sioux Falls, SD to start the process.

Other discussion items: 2017-18 Calendar and Consider Updated policy JHCC-R (first reading).

Motion by Upton and seconded by Bien to approve the consent agenda. Motion carried. 4-0

Items included were:

- Approve minutes of the September Meeting
- Approval of Bills presented for payment.

Bills Presented for Payment: Accessory Lines for Music Specialties, Supplies, \$587.63; Advance, Tuition, \$540.00; April Anderson, Mileage, \$80.01; Ansmar Publisher, Supplies, \$101.20; Berens Grocery, Supplies, \$68.25; BHSU-SDSMG, Supplies, \$10.00; Big Stone Therapies, Therapy Services, \$11,502.10; Julie Boe, Background Check, \$65.00; Carson-Dellosa, Supplies, \$239.41; Cash-Wa Distributing, Food/Supplies, \$6,356.32; Century Business Products, Copier Payment \$1,065.41; Chair Slippers, Supplies, \$683.57; Chase Card Services, Supplies/Postage/Travel, \$2,554.69; Jose Chen, Background Check, \$65.00; Churchill Manolis Freeman Kludt Shelton Burns, Attorney Fees, \$135.00; City of Milbank, Water/Sewer, \$2,170.85; Dean Foods, Milk, \$3,042.73; DeFea Transportation, Busing, \$59,782.68; Dewey's Lawn Care, Grounds Upkeep, \$316.00; Druide Informatique, Software License, \$360.00; Durick Fire Extinguishers, Repairs, \$720.00; Earthgrains Baking, Food, \$851.70; Farm & Home Publishers, Supplies, \$447.50; Flower Shoppe, Supplies, \$45.00; Food-N-Fuel, Travel, \$1,289.42; Gale Group, Supplies, \$379.18; Billie Jo Giesel, Mileage, \$376.20; Grant County Review, Publications, \$277.51; Travis Graves, Professional Services, \$135.00; Hartman's Family Foods, Supplies, \$499.00; Hauff Mid America Sports, Supplies, \$1,085.37; Hillyard Inc, Supplies, \$3,163.88; Houghton Mifflin, Textbooks, \$1,119.84; Janelle Huber, Supplies, \$6.00; Imprest Fund, Registration, \$525.00; Imprest Fund, Professional Services, \$2,016.05; Imprest Fund, Travel, \$171.00; Imprest Fund, Dues, \$140.00; ITC, Phone Service, \$934.00; JW Pepper, Supplies, \$587.71; Kelly's Kutters, Grounds Maintenance, \$905.25; Kibble Equipment, Repairs, \$58.58; Lakeshore Learning, Supplies, \$215.12; Lutheran Social Services, Registration, \$405.00; Mastercard Corp, Supplies/Travel/Postage, \$4,433.83; Midland Publishing/Printing, Flag Pole Project, \$6,314.58; Midwest Grinding, Tile Work, \$2,040.00; Milbank Community Transit, Busing, \$1,601.00; Milbank Glass & More, Repairs, \$1,452.55; Milbank Independence Training, Services, \$480.00; Milbank School Lunch, Student Workers, \$76.00; Steve Misener, Repairs, \$75.00; NCS Pearson, Supplies, \$982.60; Nelson Electric, Repairs, \$2,101.39; Northwest Pipe Fittings, Repairs, \$559.51; NorthWestern Energy, Natural Gas, \$300.87; Caitlyn Oien, Oral

Interp Registration, \$20.00; OtterTail Power, Lights/Power, \$19,811.36; Parent, Mileage, \$319.92; Nancy Pauli, Supplies, \$403.64; Paxton/Patterson, Equipment, \$2,064.00; Pine Hills, Course Rent, \$350.00; Prairie Lakes Healthcare, Supplies, \$50.00; Praxair Distribution, Supplies, \$154.77; R&R Mobility, Repairs, \$413.00; Ramkota Hotel-Pierre, Staff Travel, \$195.98; Deb Rausch, Professional Services, \$304.00; Riverside Technologies, Equipment, \$7,712.00; S&D One Stop, Travel, \$78.90; S&W Apartments, Rent, \$450.00; Sanford Health Plan, HSA, \$62.00; Sarlettes Music, Repairs, \$812.46; SASD, Dues, \$344.00; Kari Schmeichel, Per Diem, \$15.00; Scholastic Magazines, Supplies, \$878.95; School Specialty, Supplies, \$4,282.66; SDAEOP, Membership, \$125.00; SD DOE Food Distribution Program, Food, \$639.84; Seehafer Ace Hardware, Supplies, \$38.94; Sioux Falls School District, Professional Services, \$31.23; Aaron Skoog, Maintenance Work, \$3,197.25; Star Laundry & Dry Cleaners, Cleaning Service, \$2,682.87; Supplyworks, Repairs, \$227.52; Teacher's Paradise, Supplies, \$87.16; Tech One, Supplies, \$238.02; Time Management Systems, Software License, \$1,025.40; Christine Townsend, Per Diem, \$15.00; Trapp Plumbing Co, Repairs, \$918.41; Tri State Water, Supplies, \$64.20; Twin Valley Tire, Repairs, \$26.50; Valley Rental & Recycling, Rentals, \$180.00; Variety Foods, Food, \$20,310.52; Waterford Research Institute, Software License, \$74.19; West Sioux Ceramics, Supplies, \$992.13; Whetstone Home Center, Supplies, \$1,523.37; Wittrock & Son, Garbage Collection, \$1,750.00; Xerox Corp, Copier Payment, \$525.31; Zems Inc, Supplies, \$2,260.85.

- Accept Business Manager's Financial Report.

Business Manager's Monthly Report: General Fund: Balance 9-1-17, \$2,161,913.91. Revenues: Taxes, \$26,295.90; Interest, \$457.85; Admissions, \$4,257.00; Local Misc, \$2,820.93; County Apportionment, \$358.98; State Aid, \$215,064.00; Federal Sources, \$64,992.16. Expenditures: Salaries-Instructional, \$241,634.88; Salaries-Support Services, \$89,236.00; Salaries-Co-curricular, \$20,476.60; Benefits-Instructional, \$66,118.20; Benefits-Support Services, \$29,016.24; Benefits-Co-curricular, \$2,959.53; Purchased Services, \$41,090.85; Supplies, \$43,400.00; Other, \$360.00. Balance 9-30-17, \$1,941,903.43.

Capital Outlay Fund: Balance 9-1-17, \$720,136.15. Revenues: Taxes, \$5,965.71; Interest, \$152.51. Expenditures: Purchased Services, \$29,531.03; Supplies, \$85,033.79; Capital Acquisitions, \$2,988.92. Balance 9-30-17, \$608,700.63.

Special Education Fund: Balance 9-1-17, \$176,073.76. Revenues: Taxes, \$3,410.41; Interest, \$37.28; State Aid, \$19,724.00; IDEA Flowthrough, \$3,539.00. Expenditures: Salaries-Instructional, \$65,015.79; Salaries-Support Services, \$23,649.38; Benefits-Instructional, \$21,229.64; Benefits-Support Services, \$5,839.45; Purchased Services, \$9,555.97; Supplies, \$3,559.00. Balance 9-30-17, \$73,935.22.

Bond Redemption Fund: Balance 9-1-17, \$400,000.02. Balance 9-30-17, \$400,000.02.

Pension Fund: Balance 9-1-17, \$672,188.90. Revenues: Taxes, \$29.89; Interest, \$142.36. Expenditures: Salaries-Instructional, \$5,500.02; Benefits-Instructional, \$420.73. Balance 9-30-17, \$666,440.40.

Lunch Fund: Balance 9-1-17, \$216,253.74. Revenues: Student Meals, \$20,872.13; Adult Meals, \$2,490.20; A la Carte Sales, \$1,332.45. Expenditures: Salaries-Support Services, \$17,446.21; Benefits-Support Services, \$7,642.05; Purchased Services, \$447.90; Supplies, \$29,473.00. Balance 9-30-17, \$185,939.36.

Enterprise Fund: Balance 9-1-17, \$70,875.80. Revenues: OST Fees, \$4,050.09. Expenditures: Salaries-OST, \$7,111.80; Benefits-OST, \$772.63; Purchased Services, \$54.15; Supplies, \$4,149.13. Balance 9-30-17, \$62,838.18.

Trust & Agency Fund: Balance 9-1-17, \$271,040.44. Revenues: \$70,033.16. Expenditures: \$88,080.88. Balance 9-30-17, \$260,600.82.

Motion by Thue and seconded by Upton to approve the addendum to the Transportation Contract to include the cost and use of the activity bus. Motion carried. 4-0

A second reading for the Crisis Management Plan was held. Motion by Thue and seconded by Upton to approve the Crisis Management Plan. 4-0

Motion by Thue and seconded by Upton to approve open enrollment applications for a student from the Ortonville School District and a student from the Big Stone City School District. Motion carried. 4-0

Reports were received by 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. 20170-18 Enrollment
2. Worker's Comp. Premium Refund - \$1,894

Motion by Bien and seconded by Thue to enter executive session at 8:05 PM to discuss personnel in pursuant with SDCL 1-25-2. Motion carried. 4-0

Chairman Schwandt declared executive session over at 8:18 PM and regular session resumed. Motion by Bien and seconded by Thue to adjourn at 8:19 PM. Motion carried. 4-0

The next regular meeting of the Milbank School Board will be November 15, 2017, at 6:00 PM.

Chairman

Business Manager