

Minutes

Milbank School District Board Proceedings

May 14, 2012

President Dirksen called the meeting to order at 6:00 PM in the board room of the high school building. Members present were Dirksen, Biersbach, Stengel, Schwandt and Tyler. Superintendent Tim Graf and Business Manager Nancy Meyer were also in attendance. Guests present were Dan Snaza, Linda Foos, Rhonda Zinter, Jerry Janisch, Kiera Leddy, Douglas Tschetter, Brandi Niedert, Kasey Schmidt, Jesse Nelson, Kathy Steinlicht, Nathaniel Steinlicht, Deb Hemmer and Miranda Holtquist.

Motion by Stengel and seconded by Biersbach to approve the agenda with the addition of Action Item S. Accept the resignation of Sara Huizenga. Motion carried. 5-0

The school spotlight this month featured FFA and Student Congress. Mr. Janisch and Mr. Tschetter attended along with the qualifiers for the national competitions in FFA and Student Congress. The Board commended these students and programs on their accomplishments.

Discussion items: Review Financial Status of General Fund, Review Capital Outlay Plan, 2012-13 Calendar and ESA Teacher of the Year.

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

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

Business Manager's Monthly Report: General Fund: Balance 4-1-12, \$1,339,839.71. Revenues: Taxes, \$68,959.24; Tuition, \$1,475.00; Interest, \$68.90; Admissions, \$4,257.00; Local Misc, \$6,265.35; OST Donations/Fees, \$2,514.40; County Apportionment, \$15,861.37; State Aid, \$207,960.00; Other State Revenue, \$2,500.00. Expenditures: Salaries-Instructional, \$173,482.46; Salaries-Support Services, \$65,558.85; Salaries-OST, \$2,540.77; Salaries-Co-curricular, \$14,226.42; Benefits-Instructional, \$44,953.66; Benefits-Support Services, \$19,729.77; Benefits-OST, \$377.04; Benefits-Co-curricular, \$2,449.70; Purchased Services, \$51,063.84; Supplies, \$9,513.20; Other, \$225.00. Journal Entries, \$11,340.00. Balance 4-30-12, \$1,276,920.26.

Capital Outlay Fund: Balance 4-1-12, \$378,637.58. Revenues: Taxes, \$53,255.55; Interest, \$435.00. Expenditures: Purchased Services, \$50,732.55; Supplies, \$13,974.99; Capital Acquisitions, \$11,841.37. Balance 4-30-12. \$355,779.22.

Special Education Fund: Balance 4-1-12, \$62,908.74. Revenues: Taxes, \$24,852.38; Interest, \$3.16; Medicaid Direct Services, \$1,084.64; State Aid, \$8,905.00. Expenditures: Salaries-Instructional, \$16,058.14; Salaries-Support Services, \$41,742.90; Benefits-Instructional, \$4,623.29; Benefits-Support Services, \$11,119.44; Purchased Services, \$12,269.49; Supplies, \$228.49; Other, \$130.00. Balance 4-30-12, \$11,582.17.

Pension Fund: Balance 4-1-12, \$175,347.16. Revenues: Taxes, \$5,325.00; Interest, \$9.08. Expenditures: Salaries-Instructional, \$2,100.47; Benefits-Instructional, \$158.39. Journal Entries, (\$11,340.00). Balance 4-30-12, \$167,082.38.

Lunch Fund: Balance 4-1-12, \$151,408.40. Revenues: Student Meals, \$19,620.76; Adult Meals, \$1,394.40; Ala Carte Sales, \$1,024.42; Misc Income, \$390.68; Federal Sources, \$21,679.56.

Expenditures: Salaries-Support Services, \$13,662.10; Benefits-Support Services, \$5,354.43; Purchased Services, \$741.43; Supplies, \$30,450.00. Balance 4-30-12, \$145,310.26.

- Approve bills presented for payment.

Bills Presented for Payment: 3D Security, Repairs, \$325.00; A Chance to Grow, Workshop Registration, \$1,120.00; ACT, Supplies, \$956.25; Apex Cleaners, Cleaning Services, \$205.00; Apple Inc, Equipment, \$598.00; Berens Grocery, Supplies, \$94.91; Big Stone Therapies, Professional Services, \$4,836.00; Border States Cooperative; Supplies, \$168.35; Bound Tree Medical, Supplies, \$113.04; Brewster Building Center, Supplies, \$129.33; CDW Government, Computer Supplies, \$101.37; Century Business Leasing, Copier Payment, \$500.45; Century Business Products, Supplies, \$90.94; Chase Card Services, Postage/Supplies/Travel, \$3,006.86; Chiesman Center for Democracy, Supplies, \$35.00; City of Milbank, Water/Sewer, \$1,686.15; Conference Technologies, Repairs, \$3,621.00; Ryan Conrad, New Emp Orientation, \$70.00; Council for Exceptional Children, Dues/Fees, \$177.00; Sheila Dailie, Travel Expenses, \$40.00; Dean Foods, Milk, \$4,076.42; Sharon Dearborn, Supplies, \$28.00; DeFea Transportation, Busing, \$41,001.58; Earthgrains Baking Co, Bread, \$1,096.10; Jason Elbert, Supplies, \$300.00; Family Resource Network, Workshop Registration, \$135.00; Food Services of America, Food, \$15,622.17; Food-N-Fuel, Travel, \$496.67; G&K Services, Cleaning Services, \$88.71; Gage Food Products, Food, \$2,860.53; Grant County Review, Minutes, \$234.90; Grant-Deuel School District, Staff Travel, \$56.00; Travis Graves, Computer Services, \$72.00; Hardware Hank, Supplies, \$43.58; Hewlett Packard Financial Services, Computer Equipment, \$5,467.59; Hillyard Inc, Supplies, \$967.35; Imprest Fund, Entry Fees, \$613.00; Imprest Fund, Conference Reg, \$10.00; Imprest Fund, Band/Choir Contest Fees, \$635.00; Imprest Fund, Track Starter, \$105.00; Imprest Fund, Travel, \$671.00; Imprest Fund, Wellness, \$25.00; Instrumentalist Products, Awards, \$246.00; ITC, Telephone Services, \$600.60; Sara Johnson, Graduate Credit, \$75.00; JW Pepper, Supplies, \$52.49; Kings Inn Hotel & Conference Center, Staff Travel, \$46.50; Kranz Well & Excavation, Supplies, \$99.11; Lori Leddy, Graduate Credit, \$75.00; Marco Inc, Copier Supplies, \$19.88; MasterCard Corp, Supplies/Travel, \$2,259.04; Mid-American Research Chemical, Supplies, \$2,770.01; Milbank Community Transit, Student Transportation, \$1,098.00; Milbank Glass & More, Repairs, \$81.63; Milbank Lumber, Supplies, \$955.54; Milbank School Lunch Program, Supplies/Snacks, \$369.60; Milbank School Lunch, Student Workers, \$79.00; Mill Valley Industries, Supplies, \$52.53; Steve Misener, Piano Tuning, \$325.00; NAEIR, Supplies, \$395.00; Nelson Electric, Repairs, \$1,515.09; Northeast Physical Therapy Group, Professional Services, \$4,869.00; Northwestern Energy, Natural Gas, \$511.90; OtterTail Power Co, Lights/Power, \$12,164.95; Nancy Pauli, Supplies, \$134.27; Penworthy Company, Supplies, \$267.05; Micheal Perrion, Supplies, \$99.62; Cheryl Peterson Halsey, Artist-in-Residence, \$2,346.32; Leah Pinkert, Travel, \$40.00; Pizza Ranch, Supplies, \$54.57; Praxair Distribution, Supplies, \$57.60; Ramkota Inn of Pierre, Staff Travel, \$447.95; Deborah Rausch, Travel, \$40.00; Reinhart Foodservice, Food, \$2,670.14; Rogers Electric Motor Service, Supplies, \$60.60; Runnings, Supplies, \$206.94; Sarlettes Music, Repairs/Supplies, \$468.84; Scholastic Magazines, Supplies, \$98.89; School Specialty, Supplies, \$37.08; SDHSAA, Supplies, \$159.00; Seehafer Do It Best Hardware, Supplies, \$549.95; Kristi Seehafer, Travel, \$40.00; Sheraton Inn of Sioux Falls, Staff Travel, \$1,548.00; Star Laundry & Dry Cleaners, Cleaning Services, \$367.59; Street Graphics, Supplies, \$71.12; SW/WC Service Cooperative, Professional Services, \$50.00; Eric Townsend, Graduate Credit, \$225.00; Trapp Plumbing Co, Repairs, \$275.87; Katelyn Trevett, New Employee Orientation, \$25.00; Tri State Water, Supplies, \$221.25; TSA Consulting, Professional Services, \$100.00; Twin Valley Tire, Repairs, \$72.30; Tyler Computer & Print Design, Supplies, \$462.00; Valley Office Products, Supplies, \$909.68; Verizon, Cell Phone Services, \$497.84; West Sioux Ceramics, Supplies, \$60.55; Wittrock & Son, Garbage Collection, \$650.00; Xerox Corp, Copier Payment, \$1,315.45.

Motion by Stengel and seconded by Tyler to accept the resignation of Tony Howard as Assistant Girls Basketball Coach. Motion carried. 5-0

Motion by Biersbach and seconded by Schwandt to approve the Danielson Model. The Milbank School District will use the Danielson Model Evaluation Principles for teacher evaluations. Motion carried. 5-0

Motion by Schwandt and seconded by Tyler to approve bid letting for theatre sound, lighting, projection and electrical. Sealed bids will be opened at the Milbank School District Business Office on Thursday, May 24, 2012, at 1:30 PM.

Motion by Tyler and seconded by Stengel to approve a “cost of living” stipend of \$510 per employee FTE to be funded with one-time money received from the state in April. Motion carried. 5-0

Motion by Stengel and seconded by Biersbach to approve creation of the Enterprise Fund for Drivers Education and OST and to transfer \$1,500 from General Fund for cash flow. Motion carried. 5-0

Motion by Schwandt and seconded by Biersbach to adopt the following resolution:

SUPPLEMENTAL BUDGET RESOLUTION

May 14, 2012

Resolution No. 01-05-12

Adoption of Supplemental Budget:

Let it be resolved, that the School Board of the Milbank School District, in accordance with SDCL 13-11-3.2 and after duly considering the proposed supplemental budget, hereby approves and adopts the following supplemental budget in total:

Appropriations:	General Fund	Capital Outlay Fund	Special Ed Fund	Food Service	Enterprise Fund
1111 Elementary	\$ 11,865	\$ 15,000			
1121 Middle School	\$ 6,955				
1131 High School	\$ 11,883				
1132 Driver's Education					\$ 11,025
1221 Programs for Mild-Moderate Disabilities			\$ 7,535		
1222 Programs for Severe Disabilities			\$ 1,159		
1223 Day Programs			\$ 1,159		
2129 Guidance	\$ 1,159				
2139 Nursing Services	\$ 811				
2149 Other Psychological Services			\$ 580		
2159 Speech Services			\$ 928		
2222 Library	\$ 1,159	\$ 1,075			
2227 Technology in School	\$ 580				
2321 Office of Superintendent	\$ 1,159				
2410 Office of Principals	\$ 2,898				
2529 Fiscal Services	\$ 1,159				
2541 Service Area Direction	\$ 580				
2542 Care and Upkeep of Building Services	\$ 2,898	\$ 150,135			
2561 Food Services Director				\$ 580	

2562	Food Preparation/Dispensing Services		\$	2,465		\$	4,638				
2710	Rhonda Zinter				\$	580					
3500	Custody and Care of Children	\$	725								
6900	Combined Activities		\$	10,600							
8110	Transfer Out	\$	29,684								
	Total Appropriations:	\$	61,650	\$	179,275	\$	11,941	\$	5,218	\$	11,025
Means of Finance:											
1121	Middle School		\$	25,600							
1131	High School		\$	46,000							
1316	Non-Credit Tuition from Students, Parent,									\$	11,025
2529	Fiscal Services		\$	3,540							
3111	State Aid	\$	61,990								
5110	Transfer In					\$	11,941	\$	5,218	\$	1,500
	QZAB Bonds			\$	104,135						
	Total Means of Finance:	\$	61,990	\$	179,275	\$	11,941	\$	5,218	\$	12,525

Presiding Officer

Business Manager

Motion carried. 5-0

Motion by Tyler and seconded by Stengel to approve the adoption and renewal of the ASB Workers' Compensation Trust Fund Participation Agreement from July 1, 2012 through June 30, 2013. Motion carried. 5-0

Motion by Biersbach and seconded by Schwandt to approve travel to the National Student Congress competition for Advisor Doug Tschetter, Jesse Nelson, and Nathaniel Steinlicht. Motion carried. 5-0

Motion by Tyler and seconded by Stengel to approve travel to the National FFA Convention for Advisor Jerry Janisch, Coach Sarah Schliesman, Kylie Hagen, Miranda Holtquist, Kasey Schmidt, Brandi Niedert and Kiera Leddy. Motion carried. 5-0

Motion by Stengel and seconded by Schwandt to vote for Jason Uttermaker as Division I Representative for SDHSAA Board of Directors. Motion carried. 5-0

Motion by Stengel and seconded by Biersbach to vote for SDHSAA Amendment #1. Motion carried on a 4-1 vote with Tyler voting no.

Motion by Schwandt and seconded by Biersbach to accept the resignation of Tracy Upton as MS Wrestling Coach. Motion carried. 5-0

Motion by Stengel and seconded by Tyler to approve the contract of Eric Dahl as MS Math and MS Wrestling Coach. Motion carried. 5-0

Motion by Biersbach and seconded by Schwandt to accept the resignation of Jolie Tostenson as Special Education Teachers. Motion carried. 5-0

Motion by Schwandt and seconded by Biersbach to approve the Summer OST and Summer Custodial Staff and wages. Motion carried. 5-0 OST Summer Staff – Jodi Baumgart \$9.10/hr.; Rebecca Welberg, \$7.85/hr.; Kaitlyn Trevett/hr., \$7.85/hr.; Megan Nedved, \$8.00/hr.; Sara Kennedy, \$8.00/hr.; Jacob Ebsen, \$8.25/hr.; Karen Vaudry, \$9.10/hr. Summer Custodial Staff: Renee Howell, \$9.10/hr.; Kathy Hansen, \$8.85/hr.; Joanne Hanson, \$9.50/hr.; Jeremy Tostenson, \$8.85/hr.; and Sara Snaza, \$8.50/hr.

Motion by Tyler and seconded by Schwandt to vote for Dave Merrill as a representative to the SDRS Board of Trustees. Motion carried. 5-0

Motion by Biersbach and seconded by Stengel to accept the resignation of Cheryl Pauli as Title I Paraprofessional. Motion carried. 5-0

Motion by Schwandt and seconded by Tyler to accept the resignation of Sara Huizenga as Title I/General Paraprofessional. Motion carried. 5-0

Reports were given by High School Principal Dan Snaza, Elementary Principal Linda Foos, and Special Services Director Rhonda Zinter.

Superintendent Graf reported on the following:

1. Endowment Board – Pie and Ice Cream Social/Planned Giving Seminar.
2. Common Core Training – Regional Training in Milbank to include Waubay and St. Lawrence.
3. Year End Staff Event May 22nd at 2:00 PM.

Motion by Biersbach and seconded by Tyler to enter executive session at 8:21 PM to discuss personnel, student issue and negotiations. Motion carried. 5-0

Chair Dirksen declared executive session over at 10:35 PM and regular session resumed.

Motion by Tyler and seconded by Stengel to approve the negotiations package. Motion carried. 5-0

Motion by Biersbach and seconded by Stengel to approve staffing recommendations and to issue contracts. Motion carried. 5-0

Motion by Tyler and seconded by Stengel to adjourn at 10:42 PM. Motion carried. 5-0

The next regular meeting of the Milbank School Board will be June 11, 2012, at 7:00 PM.