

Minutes

Milbank School District Board Proceedings

February 10, 2014

President Schwandt called the meeting to order at 5:38 PM in the board room of the high school building. Members present were Biersbach, Bien, Schwandt, Stengel and Upton. Superintendent Tim Graf and Business Manager Nancy Meyer were also in attendance. Guests present were Dan Snaza, Deb Hemmer, Nate Bien, Matt Lenards, Will Mischel, Tessa Hartel, Ana Thyne, Cody Dockter, Zackary Angerhofer, and McKenzie Severson.

Motion by Stengel and seconded by Bien to approve the agenda as presented. Motion carried. 5-0
No one addressed the Board during the Community Input Session.

The School Spotlight this month was an overview of the Danielsen Framework for Teacher Effectiveness and the different domains and the components within each domain was given by Mr. Snaza.

Discussion Items were: Review Financial Status of the General Fund and Legislative Update.

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

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

Business Manager's Monthly Report: General Fund: Balance 1-1-14, \$1,986,735.61. Revenues: Taxes, \$5,762.21; Interest, \$297.74; Admissions, \$6,696.63; Activity Tickets, \$20.00; Band Rental, \$305.00; Woodshop, \$14.00; Rentals, \$337.50; Misc., \$2,649.40; County Apportionment, \$15,696.26; State Aid, \$133,324.00; Other State Revenue, \$6,838.00. Expenditures: Salaries-Instructional, \$187,424.75; Salaries – Support Services, \$70,165.53; Salaries-Co-curricular, \$19,479.31; Benefits – Instructional, \$49,422.18; Benefits – Support Services, \$21,281.23; Benefits – Co-curricular, \$2,893.26; Purchased Services, \$47,916.91; Supplies, \$11,221.17; Other, \$31.00. Balance 1-31-14, \$1,748,881.01.
Capital Outlay: Balance 1-1-14, \$166,298.59. Revenues: Taxes, \$3,905.02; Interest, \$37.49. Expenditures: Purchased Services \$1,400.24; Supplies \$16,368.88. Balance 1-31-14 \$152,471.88.
Bond Redemption Fund: Balance 1-1-14 \$133,333.34. Balance 1-31-14 \$133,333.34.
Special Education Fund: Balance 1-1-14 \$257,366.98. Revenues: Taxes, \$1,822.21; Interest, \$30.88; Misc. Income, \$6,718.88; State Aid, \$5,082.00. Expenditures: Salaries – Instructional, \$47,056.09; Salaries – Support Staff, \$16,800.88; Benefits – Instructional, \$13,372.74; Benefits – Support Staff, \$4,580.13; Purchased Services, \$10,972.60; Supplies, \$225.01. Balance 1-31-14 \$178,013.50.
Pension Fund: Balance 1-1-14 \$418,406.50. Revenues: Taxes \$390.53, Interest, \$74.99. Expenditures: Salaries – Instructional, \$36,728.05; Benefits – Instructional, \$2,808.59. Balance 1-31-14 \$379,335.38.
Lunch Fund: Balance 1-1-14 \$104,280.42. Revenues: Student Meals, \$35,950.05; Adult Meals, \$1,717.05; A La Carte Sales, \$2,137.30; Other State Revenue, \$2,046.48; Federal Sources, \$25,110.07. Expenditures: Salaries – Support Staff, \$11,163.70; Benefits – Support Staff, \$4,037.74; Purchased Services, \$154.90; Supplies, \$28,799.66. Balance 1-31-14 \$127,085.37.
Enterprise Fund: Balance 1-1-14 \$23,241.73. Revenues: OST Donations, \$2,500; OST Tuition, \$3,354.58. Expenditures: Salaries – Support Staff, \$1,852.40; Benefits – Support Staff, \$238.00; Purchased Services, \$119.12; Supplies, \$118.20. Ending 1-31-14 \$26,768.59.

- Approve bills presented for payment.

Bills Presented for Payment: General Fund: 3D Security, Repairs, \$2,800.00; Apex Learning Inc., Enrollment, \$1,500.00; Bastian, Matthew, Graduate Credits, \$225.00; Berens Grocery, Supplies \$84.77; Bohn, Mary, CPR Training, \$75.00; Brewster Building Center Inc., Athletic Supplies, \$161.10; Century Business Products Inc., Copier Payment, \$162.81; Chase Card Services, Supplies/Travel/Equip/Postage, \$4,284.29; City of Milbank, Water/Sewer, \$1,636.00; Comes Investments, Supplies, \$24.08; Comfort Inn0Pierre, MS Allstate Band Lodging, \$138.00; Community Thrift Shop, Supplies \$12.00; Cordingley, Brittini, Graduate Credit, \$75.00; DeFea Transportation, Bussing \$5,525.60; Fonder, Sandra Ximena, Professional Services, \$50.00; Food-N-Fuel, Travel Expenses, \$1,386.93; Grant County Review, Board Proceedings, \$165.14; Hanson, Brent, Mileage Reimbursement, \$29.60; Hillyard, Inc., Supplies/Repairs, \$2,299.42; Imprest Fund, Entry Fees, \$1,234.60; Imprest Fund, Officials, \$4,230.50; Imprest Fund, Travel Expenses, \$147.00; J. A. Sexauer, Repairs, \$381.75; Jim Bork Enterprises, Inc., Envelopes, \$354.00; JW Pepper, Supplies, \$900.02; Karels, Susan, Graduate Credits/Reimb., \$117.00; Langford Public School District, Perkins, \$3,219.50; Lodge At Deadwood, The, Staff Travel, \$207.98; Marco, Inc., Printer Contract, \$387.70; MasterCard Corp. Clients Payment, Supplies, \$634.91; McCulloch, Corrine, CPR Training, \$75.00; Mid Central Educational, Virtual School, \$250.00; Mid-American Research Chemical, Supplies, \$505.76; Milbank Lumber, Supplies, \$197.35; Milbank School District, Auditors Meals, \$26.80; Milbank School District, Supplies, \$16.12; Misener, Steve, Piano Tuning/Repairs, \$150.00; Nelson Electric Inc., Repairs, \$4,019.09; NorthWestern Energy, Natural Gas, \$227.59; Ortega, Carmen, Background Check, \$70.00; OtterTail Power Co., Lights/Power, \$27,102.18; Parent, Mileage, \$94.35; Paxton/Patterson LALC, Supplies, \$1,109.50; Plaggemeyer, James, Background Check, \$70.00; Praxair Distribution, Welding Supplies, \$67.88; Rogers Electric Motor Service, Repairs/Supplies, \$262.64; Sarlettes Music, Repairs, \$654.56; School Specialty Inc., Supplies, \$721.08; SD Assn. for Middle Level Educators, membership, \$100.00; SDMEA, SD MS Allstate, \$9.00; Seehafer, Hardware Hank, Supplies/Repairs, \$1,565.34; Jeanne, Sinclair, Travel Expenses, \$35.03; St. Martin, Mark, Supplies \$437.47; Star Laundry & Dry Cleaners, Inc., Cleaning Service, \$659.79; Trapp Plumbing Co Inc., Repairs, \$191.18; Triple Dip Lodge, Cookies, \$25.68; TSA Consulting, Professional Services, \$50.00; Valley Office Products, Mailing Labels, \$207.96; Verizon, Cell Phones, \$341.24; Watertown Iron & Metal, Welding Supplies, \$356.17; West Sioux Ceramics, Supplies, \$273.55; Wittrock & Son Inc., Garbage Collection, \$689.00; Wohlenberg Ritzman & Co. LLC, Financial Audit \$11,925.00, Xerox Corp, Copier Payment, \$749.00; Zems, Inc., Repairs, \$81.34. Capital Outlay Fund: Century Business Leasing, Copier Payment, \$500.45; Chase Card Services, Computer Equipment \$6,592.83; DeFea Transportation, Busing, \$42,190.16; KnowBuddy Resources, Books, \$300.20; Midamerica Books, Books, \$201.85; Milbank Community Transit, Busing, \$260.00; Pearson Learning, HS Math Books, \$1,428.12; Renaissance Learning, Inc., Software License, \$1,065.60; Sarlettes Music, Supplies \$310.00; SHI, Adobe License, \$299.36; Smart Apple Media, Library Books, \$167.37; Xerox Corp., Copier Payment, \$697.79. Special Education Fund: Big Stone Therapies, Inc., Therapy Services, \$12,461.88; Center for Disabilities, Conference Registration, \$560.00; Chase Card Services, Supplies, \$73.16; Food-N-Fuel, Travel Expenses, \$70.89; MasterCard Corp. Clients Payment, Supplies, \$49.75; Milbank Community Transit, Busing, \$583.00; Parent, Mileage, \$408.48; Parent, Mileage, \$59.20; School Specialty Inc., Fax Machine, \$91.07; Valley office Products, Mailing labels, \$51.99; Verizon, Cell Phones, \$97.73. Food Service Fund: Cash-Wa Distributing, Food, \$3,486.09; Culinex, Supplies, \$223.73; Dean Foods, Milk, \$5,116.36; Earthgrains Baking Co., Inc, Bread, \$677.95; Ecolab, Cleaning Supplies, \$507.82; Food-N-Fuel, Lunch Truck, \$139.01; Food Services of America, Food, \$21,498.89; Milbank School Lunch Student, Student Workers, \$83.00; SD DOE Food Distribution Program, Food, \$1,880.61. Other Enterprise Funds: Kinder, Mary, \$78.64; Verizon, Cell Phones, \$46.27.

Motion carried. 5-0

Motion by Bien and seconded by Stengel to approve the resignation of Linda Comstock as Junior Kindergarten/Title I teacher effective at the end of the school term. Motion carried. 5-0

Motion by Upton and seconded by Biersbach to approve the Driver's Ed program for 2014 and set the tuition rate at \$250 per student. Motion carried. 5-0

Reports were received by Elementary Principal Tim Lease, High School Principal Dan Snaza and Special Services Director Rhonda Zinter.

Superintendent Graf reported on the following:

1. Teacher of the Year Process
2. Counseling Services
3. CTE Grants
4. Coaching Day – Teacher Effectiveness
5. Transportation Contract

Motion by Stengel and seconded by Bien to enter executive session at 6:33 PM for personnel issues. Motion carried. 5-0

Chairman Schwandt declared executive session over at 7:32 PM and regular session resumed.

Motion by Bien and seconded by Biersbach to adjourn at 7:33 PM. Motion carried. 5-0

The next regular meeting of the Milbank School Board will be March 6, 2014, at 5:00 PM.

Chairman

Business Manager