

Minutes

Milbank School District Board Proceedings

August 20, 2012

President Schwandt called the meeting to order at 7:00 PM in the board room of the high school building. Members present were Dirksen, Stengel, Bien and Schwandt. Superintendent Tim Graf and Business Manager Nancy Meyer were also in attendance. Guests present were Dan Snaza, Linda Foos, Rhonda Zinter, Shelly Loehrer, Darla Larson and Deb Hemmer.

Motion by Dirksen and seconded by Stengel to approve the agenda with the addition of 4. Add Eric Townsend to the List of Staff for Lane Change Approval to the Consent Agenda and Action Item L. Approve Tuition Agreement with Big Stone City. Motion carried. 4-0

The school spotlight this month featured Cooperative Learning. Shelly Loehrer and Darla Larson attended a Kagen Training Workshop and demonstrated one of the new strategies they have implemented in their classroom.

Discussion items: Review 2012 Report Card, Consider Policy Book Section G (Personnel-Part III) (1st Reading) and discuss FY13 Budget.

Motion by Dirksen and seconded by Bien to approve the consent agenda. Motion carried. 4-0
Items included were:

- Approve minutes of July Regular and Budget Meetings.
- Accept Business Manager's Financial Report.

Business Manager's Monthly Report: General Fund: Balance 7-1-12, \$1,853,396.33. Revenues: Taxes, \$27,151.46; Tuition, \$10,474.98; Interest, \$232.49; Misc Income, \$1,481.30; County Apportionment, \$0.85; State Aid, \$149,455.00; Federal Sources, \$60,468.00. Expenditures: Salaries-Instructional, \$142,247.59; Salaries-Support Services, \$54,808.25; Salaries-Co-curricular, \$283.50; Benefits-Instructional, \$40,923.92; Benefits-Support Services, \$18,686.28; Benefits-Co-curricular, \$278.90; Purchased Services, \$83,397.35; Supplies, \$11,601.90; Other, \$51,009.52. Balance 7-31-12, \$1,699,413.20.

Capital Outlay Fund: Balance 7-1-12, \$872,745.84. Revenues: Taxes, \$8,186.65; Interest, \$191.70. Expenditures: Purchased Services, \$45,062.17; Supplies, \$69,962.17; Capital Acquisitions, \$104,115.08; Other, \$27,296.25. Balance 7-31-12, \$634,688.52.

Special Education Fund: Balance 7-1-12, \$207,182.20. Revenues: Taxes, \$3,820.39; Interest, \$25.51; Medicaid Direct Services, \$73.68; State Aid, \$15,028.00; Federal Sources, \$26,147.00. Expenditures: Salaries-Instructional, \$10,915.26; Salaries-Support Services, \$11,630.15; Benefits-Instructional, \$7,801.03; Benefits-Support Services, \$8,710.74; Purchased Services, \$11,774.46; Supplies, \$96.52; Other, \$365.00. Balance 7-31-12, \$200,983.62.

Pension Fund: Balance 7-1-12, \$224,230.40. Revenues: Taxes, \$818.59; Interest, \$25.51. Expenditures: Salaries-Instructional, \$895.67; Benefits-Instructional, \$68.51. Balance 7-31-12, \$224,110.32.

Lunch Fund: Balance 7-1-12, \$131,904.46. Revenues: Student Meals, \$3,379.65. Expenditures: Salaries-Support Services, \$4,835.13; Benefits-Support Services, \$3,989.36; Purchased Services, \$285.00; Supplies, \$512.03. Balance 7-31-12, \$125,662.59.

Enterprise Fund: Balance 7-1-12, \$7,421.51. Revenues: OST Donations, \$699.00; OST Fees, \$13,183.68. Expenditures: Salaries-OST, \$7,742.55; Benefits-OST, \$795.76; Supplies, \$1,489.08. Balance 7-31-12, \$11,276.80.

- Approve bills presented for payment.

Bills Presented for Payment: 3D Security, Repairs, \$185.88; A Chance to Grow, Registration Fees, \$560.00; Abrams Learning Trends, Books, \$944.90; Active Data Systems, Computer Software, \$1,663.55; Americas Best Value Inn, Athletic Lodging, \$1,040.00; Associated School Boards of SD, Workshop/School Board Dues, \$600.00; Matt Bastian, Graduate Credit, \$225.00; Berkner Excavating & Gravel, Repairs, \$3,450.56; Big Stone City School District, Dues/Fees, \$50.00; Big Stone Therapies, Therapy Services, \$4,222.36; Brewster Building Center, Repairs, \$1,493.38; Clarice Buhler, Supplies, \$30.46; Calloway House Inc, Supplies, \$249.69; Century Business Leasing, Copier Lease, \$500.45; Century Business Products, \$60.40; Chase Card Services, Travel/Supplies/Postage, \$2,165.11; City of Milbank, Water/Sewer, \$1,668.15; Eric Dahl, Background Check, \$25.00; Maren Davis, Graduate Credit, \$225.00; Dean Foods, \$158.26; Delta Education, Supplies/Textbooks, \$17,791.46; Destination Imagination (Local), Supplies, \$484.00; Dewey's Lawn Care & Landscape, Grounds Repair, \$432.00; David Dowland, Maintenance, \$10,750.00; EAI Education, Supplies, \$61.03; Everwhite, Repairs, \$2,462.59; Food-N-Fuel, \$314.39; Gesswein Motors, Supplies, \$414.63; Carolyn Giessinger, Lunch Refund, \$45.50; Megan Gilbraith, Staff Travel, \$51.00; David Graf, Background Check, \$70.00; Grant County Review, Publications, \$1,178.14; Groupcast, Software, \$2,160.00; Hanson Furniture & Flooring, Non-consumable Supplies, \$16,520.17; Hardware Hank, Supplies, \$117.20; Hillyard, Supplies, \$20,409.79; Hodges Badge Company, Supplies, \$66.75; Houghton Mifflin, Workbooks, \$8,542.73; ITC, Phone Service, \$607.44; IXL Learning, Online Membership, \$1,750.00; Johnson Controls, Maintenance Contract, \$7,234.08; Joyce Johnson, Graduate Credit, \$150.00; Rebecca Johnson, Supplies, \$24.37; Jostens, Yearbook Supplies, \$2,759.50; Cindy Jungers, Background Check, \$70.00; Brett Kaye, Background Check, \$70.00; Terra Kettwig, Professional Services, \$134.00; KONE Inc, Repairs, \$481.95; Rebecca Lambrechts, Graduate Credit, \$150.00; Dolly Lenards, Graduate Credit, \$150.00; Karen Loeschke, Background Check, \$70.00; MasterCard Corp, Supplies/Travel, \$3,430.35; McGraw-Hill, Workbooks, \$2,486.49; Natasha Mielitz, Professional Services, \$80.00; Tammy Mielitz, Graduate Credit, \$225.00; Milbank Community Transit, Bus Service, \$120.00; Milbank FFA Club, Travel, \$4,428.00; Milbank Glass & More, Repairs, \$122.45; Milbank Independence Training, Cleaning Services, \$162.00; Milbank Lumber, Repairs, \$6.50; Milbank School Lunch Program, Supplies, \$95.17; Marcia Miller, Professional Services, \$128.00; MJ Dalsin Co of ND, Repairs, \$1,530.27; Nardini Fire Equipment, Repairs, \$302.50; Nasco, Supplies, \$58.50; National Geographic Bee, Registration, \$100.00; Neff Company, Supplies, \$68.81; Nelson Electric, Repairs, \$2,168.11; Northland Trust Services, Paying Agent Fee, \$435.00; Northwestern Energy, Natural Gas, \$311.32; Oriental Trading, Supplies, \$94.24; Ottetail Power, Lights/Power, \$13,695.69; Nancy Pauli, Supplies, \$189.55; Matthew Paysen, Repairs, \$18,069.42; Pearson Learning, Supplies, \$4,998.41; Dana Pennington, Repairs, \$13,329.53; Praxair Distribution, Supplies, \$1,960.93; Pro Therapy Supplies, Supplies, \$84.34; Ramkota Hotel, Staff Travel, \$179.98; Ramkota Inn of Pierre, Staff Travel, \$367.96; Really Good Stuff, Supplies, \$1,236.40; Renaissance Learning, Online Membership, \$2,623.25; Resilite Sports Products, Wrestling Mat, \$9,840.00; Rick Trow Productions, Supplies, \$94.45; Rochester 100 Inc, Supplies, \$105.00; Sarlettes Music, Repairs, \$1,124.09; Sarah Schewe, Background Check, \$70.00; Scholastic Inc, Books, \$659.49; School Specialty, Supplies, \$3,275.89; Schuneman Equipment, Supplies, \$3.83; SD Assn of Ed Office Prof, Dues, \$90.00; Seehafer Do It Best Hardware, Supplies, \$4,747.95; Simplex Grinnell, Repairs, \$549.00; Softerware, OST Software, \$420.00; Southpaw Enterprises, Supplies, \$31.00; Star Laundry, Cleaning Services, \$117.33; Starfall Education, Membership, \$270.00; Nathaniel Steinlicht, Travel, \$25.00; Street Graphex, Supplies, \$606.83; Super 8 Motel of Aberdeen, Athletic Lodging, \$69.98; Teachers Discovery, Supplies, \$61.40; TP Services, Repairs, \$1,911.64; Training Room Inc, Supplies, \$1,076.16; Trapp Plumbing Co, Repairs, \$1,395.67; Abbey Trapp, Background Check, \$70.00; TSA

Consulting, Professional Services, \$100.00; Doug Tschetter, Supplies, \$663.95; Tumblebooks, Online membership, \$498.00; Twin Valley Tire, Repairs, \$209.96; Tyler Computer & Print Design, Supplies, \$60.00; Valley Office Products, Supplies, \$119.77; Verizon, Telephone, \$457.60; VoWac Publishing, Workbooks, \$840.00; Beth Wagner, Graduate Credit, \$150.00; West Sioux Ceramics, Supplies, \$77.10; Western Psychological Services, Supplies, \$96.80; Kelly Whitesitt, Background Check, \$70.00; Wittrock & Son, Garbage Collection, \$650.00; Xerox Corp, Copier Payment, \$1,315.45; Rhonda Zinter, Travel, \$38.00.

- Approve Lane Change for Melissa Bastian, Sara Johnson, Dolly Lenards, Tammy Mielitz and Eric Townsend.
- Approve OST Staff for the 2012-13 Program Year: Karen Vaudry, \$ 9.10/hr; Rebecca Welberg \$7.85/hr; Sara Schewe \$9.15/hr; and Jeanine Dashiell \$9.00/hr.

Motion carried. 4-0

Motion by Stengel and seconded by Bien to approve open enrollment applications for eight students from the Grant-Deuel District and four from the Wilmot District. Motion carried. 4-0

Motion by Dirksen and seconded by Bien to approve removing Prudential and adding North American Companies as approved vendors on the District 403B Plan Document. Motion carried. 4-0

Motion by Stengel and seconded by Dirksen to approve the hiring of Richard Bohn as custodian at \$9.00 per hour. Motion carried. 4-0

Motion by Bien and seconded by Stengel to approve a supplemental contract for Dave Graf for C Boys Basketball at \$2,100 and Middle School Football at \$2,100. Motion carried. 4-0

Motion by Dirksen and seconded by Stengel to approve the hiring of Karen Loeschke as 18-21 Para-professional at \$9.75 per hour. Motion carried. 4-0

Motion by Dirksen and seconded by Bien to approve the hiring of Kelley Whitesitt as Kindergarten Special Education Para-professional at \$9.10 per hour. Motion carried. 4-0

Motion by Bien and seconded by Stengel to approve the hiring of Sarah Schewe at Title I Para-professional at \$9.15 per hour. Motion carried. 4-0

Motion by Stengel and seconded by Bien to approve the hiring of Jeanine Dashiell as Middle School Special Education Para-professional at \$9.00 per hour. Motion carried. 4-0

Motion by Dirksen and seconded by Bien to approve the hiring of Emily Dorneman as Elementary Special Education Para-professional at \$9.00 per hour. Motion carried. 4-0

Motion by Dirksen and seconded by Stengel to offer vision insurance at the employee's expense for a trial period of one year. Motion carried. 4-0

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. Projected Enrollment
2. Progress of Summer QZAB Projects
3. C Squad GBB Position
4. School Accreditation

Motion by Dirksen and seconded by Stengel to approve the tuition agreement with Big Stone City School District. Motion carried. 4-0

Motion by Stengel and seconded by Bien to enter executive session at 8:31 PM to discuss personnel issues. Motion carried 4-0

Chair Schwandt declared executive session over at 8:52 PM.

Motion by Bien and seconded by Stengel to restore the Elementary Nursing position to 1.0 FTE. Motion carried. 4-0

Motion by Dirksen and seconded by Bien to adjourn at 8:58 PM. Motion carried. 4-0

The next regular meeting of the Milbank School Board will be September 10, 2012, at 7:00 PM.

Chairman

Business Manager