

Minutes

Milbank School District Board Proceedings

February 13, 2017

President Schwandt called the meeting to order at 5:05 PM in the board room of the high school building. The Pledge of Allegiance was said. Members present were Upton, Thue, Bien, Stengel, and Schwandt. Superintendent Tim Graf and Business Manager Nancy Meyer were also in attendance. Guests present were Deb Hemmer, Ginny Tostenson, Dan Snaza, and Eric Townsend.

Motion by Bien and Upton to approve the agenda as presented. Motion carried. 5-0

No one addressed the Board during the Community Input Session.

The Milbank School District joins school districts across the state to thank school board members for their leadership and service to our local school district and community during South Dakota School Board Recognition Week from February 20-24. Thank you to our board members for their service and commitment to education and the students of the Milbank School District.

Discussion items: Review Financial Status of General Fund, Legislative Update, Northern Plains Insurance Pool, and Summer Learning/Summer Food Service Program.

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

- Approve minutes of January regular School Board Meeting.
- Approval of Bills presented for payment.

Bills Presented for Payment: 3D Security, Repairs, \$2,958.98; AED Superstore, Supplies, \$126.70; Al's Body Shop, Repairs, \$737.00; Americas Best Value Inn, Lodging, \$673.90; AmericInn-Sioux Falls, Lodging, \$224.70; Apple Inc, Perkins Supplies, \$14,220.00; Best Western Vermillion Inn, Lodging, \$388.00; Bibby Financial, Food, \$608.80; Big Stone Therapies, Therapy Services, \$11,321.05; Brewster Building Center, Supplies, \$38.29; Justin Brown, Background Check, \$65.00; Cash-Wa Distributing, Food, \$8,441.88; Cenex Fleetcard, Fuel, \$42.47; Century Business Products, Copier Payment, \$1,117.66; Chair Slippers, Supplies, \$226.14; Chase Card, Supplies/Professional Services, \$1,787.05; Children's Care Hospital & School, Professional Services, \$1,072.50; City of Milbank, Water/Sewer, \$1,659.50; Dean Foods, Milk, \$4,491.68; DeFea Transportation, Bus Services, \$52,724.81; Earthgrains Baking, Food, \$1,203.22; Fleet US LLC, Repairs, \$23.68; Food Services of America, Food, \$1,914.73; Food-N-Fuel, Fuel, \$2,402.48; GCC Ready Mix, Snow Removal, \$600.00; Billie Jo Giesel, Mileage, \$382.20; Hauff Mid-America Sports, Supplies, \$126.50; Hedahl's Auto Value, Repairs, \$98.98; Hillyard Inc, Supplies, \$1,130.72; Debbie Hoven, Professional Services, \$200.00; Imprest Fund, Registration, \$2,361.77; Imprest Fund, Professional Services, \$2,714.60; Imprest Fund, Travel, \$143.00; Imprest Fund, Supplies, \$384.00; ITC, Phone/Repairs, \$2,173.31; Johnson Controls, Maintenance, \$7,906.02; Jostens Inc, Supplies, \$409.94; JW Pepper, Supplies, \$50.00; KONE Inc, Maintenance, \$567.63; Lego Education, Supplies, \$2,150.46; LL Harder, Repairs, \$1,042.61; Janet Loeschke, Professional Services, \$550.00; MasterCard Corp, Supplies/Travel, \$4,923.52; Midwest Powersports, Repairs, \$74.53; Milbank Community Transit, Bus Services, \$1,780.00; Milbank Glass & More, Repairs, \$132.65; Milbank Independence Training, Services, \$480.60; Milbank School Lunch Program, Teacher Meals, \$117.60; Milbank School Lunch, Student Workers, \$80.00; Steve Misener, Repairs, \$150.00; Molly Hawkins Co, Supplies, \$394.26; NAPA Auto Parts, Repairs, \$54.67; Nelson Electric, Repairs, \$2,812.76; Northwest Pipe Fittings, Repairs, \$596.51; Northwestern Energy, Natural Gas, \$910.55; OtterTail Power Co, Lights/Power, \$29,904.33; Parent, Mileage, \$905.52; Parent, Mileage, \$376.32; Paxton Patterson, Supplies, \$575.32; Prairie Lakes Healthcare, Supplies, \$50.00; Praxair Distribution, Supplies, \$144.55;

Deb Rausch, Professional Services, \$603.00; Rogers Electric Motor Services, Repairs, \$993.85; S&W Apartments, Rent, \$450.00; Sarlettes Music, Repairs, \$1,118.11; SASD, Registration, \$30.00; School Specialty, Supplies, \$56.26; Schuneman Equipment, Repairs, \$13.48; SD DOE Food Distribution Program, Food, \$89.95; Seehafer Ace Hardware, Supplies, \$556.58; Sioux Falls School District, Residential Services, \$499.68; Sleep Inn, Lodging, \$155.03; Michelle Speidel, Lunch Refund, \$13.80; Star Laundry & Dry Cleaners, Cleaning Services, \$1,469.14; Street Graphex, Supplies, \$127.05; Vicki Strege, Professional Services, \$326.64; Sturdevant Auto Parts, Supplies, \$4.69; Supplyworks, Repairs, \$1,095.09; Boyd Sussex, Mileage, \$11.99; Tech One, Supplies, \$270.00; Technology & Innovation in Education, Registration, \$225.00; Thompson Mechanical, Repairs, \$1,329.47; Trapp Plumbing Co, \$500.25; Tri State Water, Supplies, \$128.40; TSA Consulting, Professional Services, \$50.00; Carol Tyler, Background Check, \$65.00; UPI Petroleum, Fuel Oil, \$74.55; Variety Foods, Food, \$22,823.21; Verizon, Phones, \$1,091.96; West Sioux Ceramics, Supplies, \$59.54; Whetstone Home Center, Supplies, \$241.58; Wittrock & Son, Garbage Collection, \$650.00; Xerox Corp, Copier Payment, \$788.62.

- Accept Business Manager's Financial Report.

Business Manager's Monthly Report: General Fund: Balance 1-1-17, \$2,025,045.73. Revenues: Taxes, \$10,625.17; Interest, \$418.14; Admissions, \$6,606.75; Local Misc, \$5,861.82; County Apportionment, \$10,209.36; State Aid, \$213,907.00; Federal Sources, \$12,380.86. Expenditures: Salaries-Instructional, \$242,475.62; Salaries-Support Services, \$83,377.84; Salaries-Co-curricular, \$23,698.64; Benefits-Instructional, \$60,535.70; Benefits-Support Services, \$25,637.63; Benefits-Co-curricular, \$3,457.14; Purchased Services, \$50,078.97; Supplies, \$12,700.65; Other, \$140.00. Balance 1-31-17, \$1,782,952.64.

Capital Outlay Fund: Balance 1-1-17, \$409,487.72. Revenues: Taxes, \$6,702.95; Interest, \$140.05. Expenditures: Purchased Services, \$36,794.02; Supplies, \$5,175.30. Balance 1-31-17, \$374,361.40.

Special Education Fund: Balance 1-1-17, \$249,412.08. Revenues: Taxes, \$3,365.46; Interest, \$58.24; Misc Income, \$90.93; State Aid, \$8,024.00; IDEA Flowthrough, \$60,660.00; Early Childhood, \$1,892.00. Expenditures: Salaries-Instructional, \$63,308.48; Salaries-Support Services, \$21,892.52; Benefits-Instructional, \$20,670.01; Benefits-Support Services, \$5,427.60; Purchased Services, \$14,172.41; Supplies, \$1,120.30. Balance 1-31-17, \$196,911.39.

Bond Redemption Fund: Balance 1-1-17, \$333,333.35. Balance 1-31-17, \$333,333.35.

Pension Fund: Balance 1-1-17, \$707,763.48. Revenues: Taxes, \$694.34; Interest, \$144.20. Balance 1-31-17, \$708,602.02.

Lunch Fund: Balance 1-1-17, \$154,835.02. Revenues: Student Meals, \$39,527.14; Adult Meals, \$2,795.80; Ala Carte, \$1,751.55; Misc Income, \$65.25; Federal Sources, \$27,428.39. Expenditures: Salaries-Support Services, \$14,695.77; Benefits-Support Services, \$6,349.53; Purchased Services, \$481.31; Supplies, \$25,723.37. Balance 1-31-17, \$179,153.17.

Enterprise Fund: Balance 1-1-17, \$61,639.83. Revenues: OST Donations, \$2,250.00; OST Fees, \$4,531.16. Expenditures: Salaries-Support Services, \$3,357.07; Benefits-Support Services, \$406.29; Purchased Services, \$55.92; Supplies, \$214.95. Balance 1-31-17, \$64,386.76.

Trust & Agency Fund: Balance 1-1-17, \$301,420.61. Revenues: \$28,287.03. Expenditures: \$37,584.91.
Balance 1-31-17, \$292,122.73.

Motion carried. 5-0

Motion by Bien and seconded by Thue to add Pole Vault as a Track & Field event.
Motion carried. 5-0

Motion by Upton and seconded by Stengel to approve the resignation of Dawn Schjei from the Food Service Staff. Motion carried. 5-0

Motion by Thue and seconded by Bien to approve the hiring of Justin Brown as custodian at \$10.20 per hour. Motion carried.

Motion by Stengel and seconded by Upton to approve an open enrollment form a 9th grade student from Ortonville School District. Motion carried. 5-0

Motion by Upton and seconded by Stengel to approve the 2017-2018 Snow Make-up Dates. Motion carried. 5-0

Motion by Stengel and seconded by Bien to set the Drivers Education rate for 2017 at \$250 per student. Motion carried. 5-0

Reports were received by High School Principal Dan Snaza, 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:
Teacher of the Year Process – Feb 3rd Nomination Deadline
Grant-Deuel student visitation March 23rd.

Motion by Stengel and seconded by Thue to enter executive session at 5:55 PM to discuss personnel issues. Motion carried. 5-0

Chairman Schwandt declared executive session over at 7:07 PM and regular session was resumed.

Motion by Thue and seconded by Bien to not renew the Sharing Agreement with the Wilmot School District for the 2017-18 school year. Motion carried. 5-0

Motion by Stengel and seconded by Upton to not renew the contract of Caitlyn Graf due to a reduction in force. Motion carried. 5-0

Motion by Bien and seconded by Thue to not renew the contract of Les Bloem due to a reduction in force. Motion carried. 5-0

Motion by Upton and seconded by Stengel to create a 1.0 FTE High School Math position. Motion carried.

Motion by Thue and seconded by Bien to adjourn at 7:10 PM. Motion carried. 5-0

The next regular meeting of the Milbank School Board will be March 13, 2017, at 6:00 PM.

Richard Schwandt
Chairman

Nancy M. Meyer
Business Manager