

Minutes

Milbank School District Board Proceedings

January 9, 2017

President Schwandt called the meeting to order at 6:00 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, Heidi Wellnitz, Dan Snaza, Keri Schliesman, Amy Brandriet, and Kris Evje.

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

No one addressed the Board during the Community Input Session.

School spotlight featured the many ways in which students have been involved in giving back to the community at each building.

Discussion items: Review Financial Status of General Fund.

Motion by Upton and seconded by Thue to approve the consent agenda. Motion carried. 5-0

Items included were:

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

Bills Presented for Payment: 3D Security, Repairs, \$1,324.16; Aberdeen Awards, Supplies, \$86.50; Apex Cleaners, Repairs, \$920.63; Berens Grocery, Supplies, \$160.64; Pattie Berkner, Background Check, \$65.00; Bibby Financial Services, Food, \$706.74; Big Stone Therapies, Therapy Services, \$9,488.05; Cash-Wa Distributing, Food, \$7,405.48; Century Business Products, Copier Payment, \$1,280.28; Chase Cards, Supplies/Travel/Software, \$4,224.40; Churchill Manolis Freeman Kludt Shelton & Burns, Attorney Fees, \$449.52; City of Milbank, Water/Sewer, \$1,632.75; Dean Foods, Milk, \$3,169.36; Earthgrains Baking, Food, \$503.00; Flower Shoppe, Supplies, \$503.58; Food Services of America, Food, \$818.32; GCC Ready Mix, Snow Removal, \$1,300.00; Billie Jo Giesel, Background Check, \$65.00; Governors Inn, FFA Lodging, \$765.00; Grant County Review, Publications, \$195.52; Hedahls Auto Parts, Supplies, \$33.81; Hillyard Inc, Supplies, \$64.80; Imprest Fund, Staff Travel, \$132.00; Imprest Fund, Officials, \$990.60; Imprest Fund, Dues/Fees, \$936.60; Interstate Battery, Repairs, \$343.60; ITC, Phone Service, \$858.84; Jaymar Business Forms, Supplies, \$147.05; JW Pepper, Supplies, \$282.98; Lifetouch NSS, Koch Yearbook, \$1,359.00; Marco, Printer Maintenance, \$583.39; Mastercard Corp, Supplies/Travel, \$1,334.23; Mid-American Research Chemical, Supplies, \$878.68; Milbank Community Transit, Bus Service, \$2,838.00; Milbank FFA Club, Supplies, \$245.00; Milbank Glass & More, Repairs, \$102.04; Milbank Independence Training, Services, \$1,468.90; Milbank School Lunch Program, Meals, \$263.90; Milbank School Lunch, Student Workers, \$78.00; Molly Hawkins, Supplies, \$45.78; Nardini Fire Equipment, Repairs, \$328.40; Nelson Electric, Repairs, \$2,272.72; Northwestern Energy, Natural Gas, \$697.49; OtterTail Power Co, Lights/Power, \$24,111.81; Parent, Mileage, \$201.60; Prairie Lakes Healthcare, Supplies, \$80.00; Praxair Distribution, Supplies, \$362.78; Quality Inn & Suites, Lodging, \$90.00; Deb Rausch, Professional Services, \$639.00; Rivars, Supplies, \$541.50; Riverside Technologies, Equipment, \$922.07; Runnings, Supplies, \$334.72; S&W Apartments, Rental, \$450.00; Bre Schwandt, Graduate Credits, \$225.00; SD DOE Food Distribution Program, Food, \$224.13; SDAAE, Registration, \$50.00; Seehafer Ace Hardware, Supplies, \$478.72; Sioux Falls School District, Tuition, \$629.34; Smart Apple Media, Supplies, \$334.78; Star Laundry & Dry Cleaners, Cleaning Services, \$725.58; Street Graphex, Supplies, \$11.57; Vicki Strege, Professional Services, \$386.88; Supplyworks, Supplies, \$113.62; Taylor Music, Repairs, \$1,213.50; Trapp Plumbing Co, Repairs, \$838.14; TSA Consulting,

Professional Services, \$50.00; Unity Square, Memberships, \$360.00; Unzen Motors, Repairs, \$607.48; Variety Foods, Food, \$9,999.08; Brenda Veen, Lunch Refund, \$17.40; Verizon, Phones, \$562.82; Waterford Research Institute, Software, \$2,246.25; Whetstone Home Center, Supplies, \$201.06; Wiese Electric, Repairs, \$916.17; Wittrock & Son, Garbage Collection, \$650.00.

- Accept Business Manager's Financial Report.

Business Manager's Monthly Report: General Fund: Balance 12-1-16, \$2,001,961.34. Revenues: Taxes, \$251,407.86; Interest, \$432.34; Admissions, \$3,245.00; Local Misc, \$5,424.07; Property Rental, \$4,221.50; State Aid, \$258,154.00. Expenditures: Salaries-Instructional, \$240,920.66; Salaries-Support Services, \$85,758.09; Salaries-Co-curricular, \$23,779.64; Benefits-Instructional, \$59,748.23; Benefits-Support Services, \$26,550.32; Benefits-Co-curricular, \$3,462.21; Purchased Services, \$43,027.68; Supplies, \$16,462.78. Journal Entries, (\$90.77). Balance 12-31-16, \$2,025,045.73.

Capital Outlay Fund: Balance 12-1-16, \$670,505.58. Revenues: Taxes, \$160,758.50; Interest, \$144.80. Expenditures: Purchased Services, \$54,292.58; Supplies, \$1,463.58; Other, \$366,165.00. Balance 12-31-16, \$409,487.72.

Special Education Fund: Balance 12-1-16, \$278,829.30. Revenues: Taxes, \$80,890.84; Interest, \$60.22; State Aid, \$19,563.00. Expenditures: Salaries-Instructional, \$67,991.14; Salaries-Support Services, \$22,251.32; Benefits-Instructional, \$21,016.12; Benefits-Support Services, \$5,467.67; Purchased Services, \$13,176.65; Supplies, \$28.38. Balance 12-31-16, \$249,412.08.

Bond Redemption Fund: Balance 12-1-16, \$333,333.35. Balance 12-31-16, \$333,333.35.

Pension Fund: Balance 12-1-16, \$690,391.21. Revenues: Taxes, \$17,223.17; Interest, \$149.10. Balance 12-31-16, \$707,763.48.

Lunch Fund: Balance 12-1-16, \$153,463.19. Revenues: Student Meals, \$17,498.94; Adult Meals, \$2,423.40; Ala Carte Sales, \$308.00; Misc Income, \$1,888.65; Federal Sources, \$22,663.26. Expenditures: Salaries-Support Services, \$15,902.45; Benefits –Support Services, \$6,528.96; Purchased Services, \$519.20; Supplies, \$20,459.81. Balance 12-31-16, \$154,835.02.

Enterprise Fund: Balance 12-1-16, \$63,799.67. Revenues: OST Tuition, \$2,538.42. Expenditures: Salaries-OST, \$4,092.94; Benefits-OST, \$471.89; Purchased Services, \$54.10; Supplies, \$79.33. Balance 12-31-16, \$61,639.83.

Trust & Agency Fund: Balance 12-1-16, \$302,418.37. Revenues: 43,605.07. Expenditures: 44,602.83. Balance 12-31-16, \$301,420.61.

Motion carried. 5-0

Discussion was held on adding Pole Vault. Motion by Bien and seconded by Stengel to table discussion until the February meeting so more information can be obtained. Motion carried. 5-0

Motion by Thue and seconded by Upton to approve the hiring of Billie Jo Giesel as a ELL para-professional at an hourly rate of \$10.20 per hour. Motion carried. 5-0

Motion by Stengel and seconded by Bien to approve a supplemental budget to General Fund increasing revenues in 3900 Other State Revenue \$19,282 and increase 1250 Culturally Different \$19,282. Motion carried. 5-0

Motion by Upton and seconded by Bien to accept the resignation of Boyd Sussex.
Motion carried. 5-0

Motion by Thue and seconded by Stengel to accept the resignation of Kathy Sussex.
Motion carried. 5-0

Motion by Stengel and seconded by Upton to accept the resignation of Clee Brakke.
Motion carried. 5-0

Motion by Thue and seconded by Bien to approve open enrollment applications from a 1st Grade and 3rd Grade student from Big Stone City School District. 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:

Northern Plains Insurance Pool Bid
Central Church Donation - \$2,982
Summer Programming/Camp Bulldog
Shared Services Grant through the State

Motion by Stengel and seconded by Upton to enter executive session for personnel reasons and to evaluate the Superintendent at 7:12 PM.

Chairman Schwandt declared executive session over at 8:12 PM and regular session resumed.

Motion by Bien and seconded by Thue to adjourn at 8:13 PM. Motion carried. 5-0
The next regular meeting of the Milbank School Board will be February 13, at 6:00 PM.

Richard Schwandt

Chairman

Nancy M. Meyer

Business Manager