

## Minutes

### Milbank School District Board Proceedings

October 10, 2016

President Schwandt called the meeting to order at 7:00 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, Tammy Mielitz, Clarice Buhler, Dan Snaza, Keri Schliesman, Amy Brandriet and Kris Evje.

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

Mr. Evje gave an overview of the new NWEA assessment piece that is being implemented in grades K-10 in the District as the school spotlight.

Discussion items: 2016-17 Calendar, Advertising in Schools/Sponsorship program (1<sup>st</sup> Reading), and School Report Card.

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

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

**Bills List:** Accessory Lines for Music Specialties, Supplies, \$483.36; Acme Tools, Supplies, \$725.00; Diane Berkner, Supplies, \$25.00; Bibby Financial Services, \$2,174.81; Big Stone Therapies, Services, \$11,580.30; Brewster Building Center, Repairs/Supplies, \$462.92; Lisa Brown, Background Check, \$65.00; Carson-Dellosa, Supplies, \$42.92; Cash-Wa Distributing, Food, \$10,958.96; Cenex Fleetcard, Fuel, \$41.62; Century Business Products, Copier Payment, \$1,281.21; Changing Our Parenting Experience, Perkins Supplies \$326.30; Chase Card Services, Postage/Supplies/Travel, \$13,383.07; Churchill Manolis Freeman Kludt Shelton & Burns, Attorney Fees, \$135.00; City of Milbank, Water/Sewer, \$2,023.05; Culinex, Supplies, \$215.13; Dacotah Paper, Supplies, \$2,256.81; Dean Foods, Milk, \$4,879.80; Earthgrains Baking, Food, \$1,518.83; Jacob Ebsen, Professional Services, \$100.00; Ecolab, Supplies, \$1,131.51; Food-N-Fuel, Fuel, \$1,437.12; Amber Fraasch, Registration, \$135.00; Frederick Area School, Perkins Reg/Travel, \$589.60; Gale Group, Library Media, \$236.89; Hasslen Construction, Professional Services, \$98.00; Hauff Mid-America Sports, Supplies, \$79.95; Henry's Sights & Sounds, Professional Service, \$75.00; Hillyard, Supplies, \$1,488.63; Houghton Mifflin, ELA Curriculum, \$5,902.70; HP Perkins Supply, \$775.83; Imprest Fund, Registration, \$506.00; Imprest Fund, Officials, \$3,997.00; Imprest Fund, Travel, \$355.00; ITC, Phone Service, \$835.97; JW Pepper, Supplies, \$17.94; Jenelle Kelly, Background Check, \$65.00; Lakeshore Learning Materials, Supplies, \$143.13; Laura Maag, Registration, \$60.00; Madison Central School District, Region Golf, \$48.06; Marco Inc, Printer Maintenance, \$702.51; Mastercard Corp, Supplies/Postage, \$2,702.90; Midland Publishing, Advertising, \$112.09; Midwest Power Sports, Repairs, \$325.36; Milbank Community Transit, Busing, \$2,009.00; Milbank Glass & More, Repairs, \$470.92; Milbank Independence Training, Support Services/Supplies, \$507.30; Milbank School Lunch Program, Supplies, \$462.61; Milbank School Lunch, Student Workers, \$100.00; NCS Pearson, Supplies, \$253.34; Nelson Electric, Repairs, \$5,706.46; Northeast Conference, Dues, \$300.00; Northern SD NFL District, Registration, \$125.00; Northern State University, Registration, \$50.00; Northwestern Energy, Natural Gas, \$335.96; NWEA, Software, \$1,407.50; Caitlyn Oien, Registration, \$60.00; Otter Tail Power Co, Lights/Power, \$18,408.25; Praxair Distribution, Supplies, \$77.89; Professional Hearing Services, Professional Services, \$346.00; Pro-Tec

Roofing, Repairs, \$122,223.51; PSSAD, Supplies, \$50.00; Ramkota Hotel-Pierre, Lodging, \$191.98; Deborah Rausch, Professional Services, \$234.00; Realityworks, Supplies, \$950.25; Riddell/All American, Supplies, \$15.00; Rockler Woodworking & Hardware, Supplies-Perkins, \$3,941.05; S&W Apartments, Rentals, \$450.00; Sarlettes Music, Repairs, \$1,064.06; Scholastic Magazines, Subscription, \$219.73; School Specialty, Supplies, \$6,831.89; SDAEOP, Dues, \$125.00; SD DOE Food Distribution Program, Food, \$1,285.92; Seehafer Ace Hardware, Supplies, \$56.26; Renee Shelstad, Travel, \$40.01; Sleep Inn, Travel, \$2,704.97; Star Laundry & Dry Cleaners, Cleaning Services, \$1,427.53; Street Graphex, Supplies, \$544.90; Vicki Strege, Professional Services, \$466.83; Altman Studeny, Artist-in-Residence, \$2,574.30; Teacher Created Resources, Supplies, \$98.93; Time for Kids, Subscriptions, \$805.60; Christine Townsend, Mileage, \$474.18; Training Room, Supplies, \$170.26; Trapp Plumbing Co, Repairs, \$1,661.82; Tri State Water, Supplies, \$56.60; TSA Consulting, Professional Services, \$50.00; USI, Supplies, \$48.05; Valley Rental & Recycling, Rentals, \$55.00; Variety Foods, Food, \$32,408.78; Verizon, Telephone, \$561.49; West Sioux Ceramics, Supplies, \$64.75; Wiese Electric, Maintenance, \$1,661.58, Wittrock & Son, Garbage Collection, \$650.00; Workers Comp Fund, Insurance, \$2,056.00; Xerox Corp, Copier Payment, \$127.00.

- Accept Business Manager's Financial Report.

**Business Manager's Monthly Report:** General Fund: Balance 9-1-16, \$1,901,792.94. Revenues: Taxes, \$14,833.51; Interest, \$431.17; Admissions, \$5,646.00; Local Misc, \$7,275.17; State Aid, \$156,246.00; Federal Sources, \$59,703.00. Expenditures: Salaries-Instructional, \$235,467.04; Salaries-Support Services, \$85,988.87; Salaries-Co-curricular, \$20,448.21; Benefits-Instructional, \$59,312.89; Benefits-Support Services, \$26,620.14; Benefits-Co-curricular, \$3,176.03; Purchased Services, \$47,528.85; Supplies, \$39,936.04; Other, \$442.00. Balance 9-30-16, \$1,627,007.72.

Capital Outlay Fund: Balance 9-1-16, \$457,364.88. Revenues: Taxes, \$14,480.65; Interest, \$103.71. Expenditures: Purchased Services, \$69,051.46; Supplies, \$144,220.40; Capital Acquisitions, \$9,208.50. Balance 9-30-16, \$249,468.88.

Special Education Fund: Balance 9-1-16, \$320,217.22. Revenues: Taxes, \$7,286.75; Interest, \$72.66; State Aid, \$19,565.00. Expenditures: Salaries-Instructional, \$68,409.73; Salaries-Support Services, \$26,266.78; Benefits-Instructional, \$20,964.18; Benefits-Support Services, \$6,026.34; Purchased Services, \$7,442.07; Supplies, \$3,676.95; Other, \$430.00. Balance 9-30-16, \$213,925.58.

Bond Redemption Fund: Balance 9-1-16, \$333,333.35. Balance 9-30-16, \$333,333.35.

Pension Fund: Balance 9-1-16, \$622,395.10. Revenues: Taxes, \$1,551.68; Interest, \$141.13. Balance 9-30-16, \$624,087.91.

Lunch Fund: Balance 9-1-16, \$172,077.53. Revenues: Student Meals, \$11,924.34; Adult Meals, \$2,723.35; Ala Carte, \$2,356.19; Misc Income, \$107.09; Federal Sources, \$8,409.84. Expenditures: Salaries-Support Services, \$15,194.82; Benefits-Support Services, \$6,401.47; Purchased Services, \$77.81; Supplies, \$11,117.01. Journal Entry, (\$116.00). Balance 9-30-16, \$164,691.23.

Enterprise Fund: Balance 9-1-16, \$67,068.68. Revenues: OST Fees, \$5,221.27. Expenditures: Salaries-Support Services, \$6,063.66; Benefits-Support Services, \$643.52; Purchased Services, \$339.77; Supplies, \$319.07. Balance 9-30-16, \$64,923.93.

Trust & Agency Fund: Balance 9-1-16, \$248,017.11. Revenues: \$66,111.99. Expenditures: \$32,029.85.  
Balance 9-30-16, \$282,099.25.

Motion carried. 5-0

Motion by Upton and seconded by Bien to approve an open enrollment application for a 5<sup>th</sup> grade student from the Wilmot School District. The student is currently attending school here and recently moved. Motion carried. 5-0

Motion by Thue and seconded by Stengel to approve the hiring of Lisa Brown as Kitchen Staff Employee at a wage of \$10.70 per hour. Motion carried. 5-0

Motion by Stengel and seconded by Upton to approve the Conflict of Interest Waiver or Tim Graf as a Board member of South Dakota United Schools Association, School Administrators of South Dakota Executive Board, and South Dakota School Superintendents Association. There is no compensation for serving on these boards. Motion carried. 5-0

Motion by Upton and seconded by Bien to approve a tuition agreement with Big Stone City School District for 2 additional students. Motion carried. 5-0.

Motion by Thue and seconded by Bien to direct Superintendent Graf to apply for the Shared Services Grant and to create a full-time ELL Para-professional position if grant funds are received to be shared with the Deuel School District. Motion carried. 5-0

The second reading of Policy GDBE was held. Motion by Stengel and seconded by Upton to approve policy GDBE as read. Motion carried. 5-0

Reports were received by High School Principal Dan Snaza, Middle School Principal/Special Services Director Kris Evje, Elementary Principal Amy Brandreit, and Elementary Special Education Director Keri Schliesman.

Superintendent Graf reported on the following:  
2016-17 Enrollment Report

Health Insurance – Sanford/Avera

Motion by Bien and seconded by Thue to adjourn. Motion carried. 5-0

The next regular meeting of the Milbank School Board will be November 14, 2016, at 6:00 PM with New Staff Member Social at 5:30 PM.

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Richard Schwandt

Chairman

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Nancy M. Meyer

Business Manager