

Minutes

Milbank School District Board Proceedings

March 15, 2016

President Schwandt called the meeting to order at 5:30 PM in the board room of the high school building. The Pledge of Allegiance was said. Members present were Upton, Thue, Bien, Schwandt and Stengel. Superintendent Tim Graf and Business Manager Nancy Meyer were also in attendance. Guests present were Deb Hemmer, Ginny Tostenson, Kris Evje, Tim Lease, Ryan Usera, Bre Schwandt, and Dan Snaza.

Motion by Bien and seconded by Stengel to approve the agenda with the addition of Action Item C. Accept Resignation of Joe Frederiksen as Physical Education Instructor. Motion carried. 5-0

No one addressed the Board during the Community Input Session.

Discussion Items: Review Financial Status of General Fund, Legislative Update, Teacher of the Year, and Northern Plains Insurance Pool.

Motion by Stengel and seconded by Upton to cast a yes vote in the Northern Plains Insurance Pool election to go to a partially self-funded pool. Motion carried. 5-0

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

- Approve minutes of the February School Board Meeting.
- Approval of Bills for payment.

Bills Presented for Payment: 3D Security, Maintenance, \$2,800.00; All Flags LLC, Supplies, \$87.57; Americas Best Value Inn, Athletic Lodging, \$1,301.79; Berens Grocery, Supplies, \$88.99; Big Stone Therapies, Professional Services, \$10,933.38; David Boerger, Staff Travel, \$227.76; Jami Lynn Buttke, Professional Services, \$2,778.00; Cash-Wa Distributing, Food, \$2,843.76; Cedar Shore Resort, Staff Travel, \$309.75; Cenex Fleetcard, Grounds Upkeep, \$8.98; Century Business Products, Copier Payment, \$1,415.85; Chase Card Services, Supplies/Postage./Travel, \$4,239.29; City of Milbank, Water/Sewer, \$1,800.00; Clay Ewell Educational Services, Supplies, \$180.00; Club House Hotel/Suites, Lodging, \$136.00; Heather Crane, Migrant Mileage, \$231.84; Dacotah Paper, Supplies, \$601.78; Dean Foods, Milk, \$3,125.83; DeFea Transportation, Bus Services, \$43,971.23; Deuel School District, Supplies, \$239.59; Earthgrains Baking Co, Bread, \$863.84; Food Services of America, Food, \$22,878.08; Food-N-Fuel, Fuel, \$983.76; GCC Ready Mix, Snow Removal, \$1,000.00; Grant County Review, Minutes, \$74.79; Harolds Photo Center, Supplies, \$1,459.96; Hillyard Inc, Supplies, \$1,515.63; Imprest Fund, Registration, \$818.16; Imprest Fund, Professional Services, \$5,154.50; Imprest Fund, Travel, \$561.00; Jostens, Supplies, \$5,106.42; Mary Kinder, Supplies, \$35.70; KONE Inc, Maintenance, \$548.19; Kristy Liebe, Supplies, \$66.40; Marco Inc, \$508.86; Mastercard Corp, Supplies, \$587.35; Mid-American Research Chemical, Supplies, \$2,402.17; Milbank Community Transit, Bus Service, \$1,123.00; Milbank Glass & More, Repairs, \$71.43; Milbank Independence Training, Lunchroom Services, \$232.00; Milbank Lumber, Supplies, \$322.57; Milbank School District, Supplies, \$164.00; Milbank School Lunch Program, Supplies, \$372.60; Milbank School Lunch, Student Workers, \$77.00; Steve Misener, Repairs, \$150.00; Nelson Electric, Repairs, \$3,846.22; Northern State University, Supplies, \$318.00; Northwestern Energy, Natural Gas, \$694.28; OtterTail Power, Lights/Power, \$26,868.56; Plunketts Pest Control, Repairs, \$186.02; Praxair Distribution, Supplies, \$371.72; Rogers Electric Motor Service, Supplies, \$88.05; Sarlettes Music, Repairs, \$257.95; SD Assn of School Business Officials, Registration, \$50.00; SD DOE Food Distribution Program, Food, \$881.02; SDSU Music Dept, Registration, \$52.00; Seehafer Ace Hardware, Supplies, \$428.62; Kristi Seehafer, Professional Services, \$100.00; Star Laundry, Cleaning

Service, \$1,475.05; Street Graphex, Supplies, \$24.52; Supplyworks, Repairs, \$306.06; Christine Townsend, Migrant Mileage, \$441.00; TriState Water, Water, \$70.80; TSA Consulting, Professional Services, \$100.00; Unzen Motors, Repairs, \$177.94; Verizon, Cell Phones, \$561.40; West Sioux Ceramics, Supplies, \$118.65; Wittrock & Son, Garbage Collection, \$650.00; Wohlenberg Ritzman, Audit, \$7,000.00; Xerox Corp, Copier Payment, \$394.31; Amy Yamaura, Athletic Travel, \$45.97; Zems Inc, Supplies, \$20.00.

- Accept Business Manager's Financial Report.

Business Manager's Monthly Report: General Fund: Balance 2-1-16, \$1,825,007.76. Revenues: Taxes, \$21,152.42; Interest, \$453.12; Admissions, \$6,903.00; Local Misc, \$5,983.72; Medicaid Admin, \$1,958.92; State Aid, \$151,135.00; State Apportionment, \$67,991.41; Federal Sources, \$18,561.00. Expenditures: Salaries-Instructional, \$210,040.16; Salaries-Support Services, \$85,317.90; Salaries-Co-curricular, \$20,129.94; Benefits-Instructional, \$54,435.75; Benefits-Support Services, \$23,610.13; Benefits-Co-curricular, \$3,028.78; Purchased Services, \$63,577.44; Supplies, \$12,214.63. Balance 2-29-16, \$1,626,791.62.

Capital Outlay Fund: Balance 2-1-16, \$211,432.41. Revenues: Taxes, \$11,968.62; Interest, \$52.49. Expenditures: Purchased Services, \$57,085.18. Journal Entries, (\$66,666.67). Balance 2-29-16, \$99,701.67.

Special Education Fund: Balance 2-1-16, \$294,438.28. Revenues: Taxes, \$6,038.78; Interest, \$73.10; Medicaid Admin, \$354.00; State Aid, \$20,186.00; Early Childhood, \$496.00. Expenditures: Salaries-Instructional, \$62,007.38; Salaries-Support Services, \$21,131.79; Benefits-Instructional, \$19,129.74; Benefits-Support Services, \$5,545.25; Purchased Services, \$12,345.58; Supplies, \$296.96. Balance 2-29-16, \$213,616.46.

Bond Redemption Fund: Balance 2-1-16, \$266,666.68. Journal Entries, \$66,666.67. Balance 2-29-16, \$333,333.35.

Pension Fund: Balance 2-1-16, \$518,441.49. Revenues: Taxes, \$1,282.17; Interest, \$128.72. Balance 2-29-16, \$519,852.38.

Lunch Fund: Balance 2-1-16, \$128,454.70. Revenues: Student Meals, \$27,897.55; Adult Meals, \$2,271.50; Ala Carte, \$1,804.85; Misc Income, \$613.82; Federal Sources, \$33,467.92. Expenditures: Salaries-Support Services, \$16,027.45; Benefits-Support Services, \$5,980.32; Purchased Services, \$922.33; Supplies, \$39,082.74. Balance 2-29-16, \$132,497.50.

Enterprise Fund: Balance 2-1-16, \$60,761.42. Revenues: OST Donations, \$1,948.37; OST Tuition, \$5,739.95. Expenditures: Salaries-OST, \$4,374.93; Benefits-OST, \$485.46; Purchased Services, \$279.14; Supplies, \$604.82. Balance 2-29-16, \$62,705.39.

T&A Fund: Balance 2-1-16, \$242,427.32. Revenues: \$48,091.82. Expenditures: \$25,248.38. Balance 2-29-16, \$265,270.76.

The bid opening for the Lighting Retrofit project was held on Monday, March 14, 2016 at 3:00 PM in the board room of the high school building. Tim Graf, Nancy Meyer, Dan Urban or Dan Urban Electric, and Paul Fox of Engelstad Electric were present. Bids received were: Engelstad Electric Co., \$229,599; Nelson Electric, Inc., \$252,607; Dan Urban Electric, \$285,000; Midwest Irrigation and Electric, \$312,705.25; and GenPro Energy Solutions, \$288,663.78. Motion by Upton and seconded by Stengel to table decision until all bids can be compared. Motion carried. 5-0

Motion by Stengel and seconded by Bien to accept the resignation of Joe Frederiksen as Physical Education teacher. Motion carried. 5-0

Reports were received by Elementary Principal Tim Lease, High School Principal Dan Snaza, MS Dean of Student/Special Services Director Kris Evje, and Special Education Director Keri Schliesman.

Superintendent Graf reported on the following:

1. School Board Petitions
2. Shopko Foundation Donation – “Help us Give Back” Campaign
3. School & Public Lands - \$67,991

Motion by Bien and seconded by Thue to enter into executive session at 6:13 PM for personnel matters and negotiations. Motion carried. 5-0

Chairman Schwandt declared executive session over at 8:37 PM and regular session resumed.

Motion by Thue and seconded by Upton to create a 1.0 FTE Special Education position. Motion carried. 5-0

Motion by Bien and seconded by Stengel to adjourn at 8:38 PM. Motion carried. 5-0

The next special meeting will be March 29, 2016 at 6:00 PM.

The next regular meeting of the Milbank School Board will be April 11, 2016, at 7:00 PM.

Chairman

Business Manager