

## Minutes

### Milbank School District Board Proceedings

March 13, 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, Dan Snaza, Amy Brandriet, Kris Evje, Robin Patnoe, Clarice Buhler, Tammy Mielitz, and Brittnei Cordingley.

Motion by Thue and Bien to approve the agenda with the additions of Action Items: L. Approve the Resignation of Shelly Loehrer as Kindergarten Teacher, M. Approve the Resignation of Lindsey Keller as 1<sup>st</sup> Grade teacher, and N. Approve the Resignation of Emily Brandt as Middle School Paraprofessional. Motion carried. 5-0

No one addressed the Board during the Community Input Session.

Robin Patnoe and Clarice Buhler gave an overview of the MAYA program including the origin, activities planned for this summer and the growth of the program.

Discussion items: Review Financial Status of General Fund, Capital Outlay 5-year Plan, and Legislative Update.

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

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

**Bills Presented for Payment:** Katrina Bauer, Background Check, \$65.00; Bibby Financial Services, Food, \$1,375.60; Big Stone Therapies, Therapy Services, \$10,713.30; David Boerger, Staff Travel, \$239.28; Brown & Saenger, Paper, \$1,205.75; Brian Bullert, Supplies, \$15.51; Carolina Biological Supply Co, Supplies, \$9.99; Cash-Wa Distributing, Food, \$14,935.81; Cedar Shore Resort, Athletic Lodging, \$310.00; Century Business Products, Copier Payment, \$562.79; Chase Card Services, Supplies, \$2,279.33; City of Milbank, Water/Sewer, \$1,794.75; Comfort Inn&Suites, Athletic Travel, \$526.45; Conference Technologies, Maintenance, \$4,101.82; Dean Foods, Milk, \$3,567.20; DeFea Transportation, Busing, \$44,259.39; Eartec Co, Supplies, \$171.14; Earthgrains Baking, Food, \$1,001.73; Food Services of America, Food, \$736.19; Food-N-Fuel, Travel, \$753.55; GCC Ready Mix, Snow Removal, \$450.00; Billie Jo Giesel, Mileage, \$264.60; Grant County Review, Legal Notices, \$82.35; Jessica Hanson, Background Check, \$65.00; Hasslen Construction, Repairs, \$550.00; Hauff Mid-America Sports, Supplies, \$1,148.00; Imprest Fund, Officials, \$3,612.60; Imprest Fund, Registration, \$921.23; Imprest Fund, Travel, \$330.00; Imprest Fund, Supplies, \$25.00; ITC, Phone Service, \$865.83; Jostens, Yearbook, \$4,361.20; JW Pepper, Supplies, \$599.58; Carol Kirchberg, Background Check, \$65.00; Rebecca Lambrechts, Graduate Credits, \$150.00; Lewis Drug, Supplies, \$26.91; Mastercard Corp, Supplies/Postage/Travel, \$3,399.63; Mid-American Research Chemical, Supplies, \$1,658.00; Milbank Community Transit, Bus Services, \$1,658.00; Milbank Glass & More, Repairs, \$1,741.84; Milbank Independence Training, Services, \$560.70; Milbank School Lunch Program, Visitor Meals, \$84.00; Milbank School Lunch, Student Workers, \$72.00; Northwestern Energy, Natural Gas, \$708.51; OtterTail Power Co, Lights/Power, \$21,914.79; Parent, Mileage, \$67.20; Parent, Mileage, \$201.60; Paxton/Patterson, Supplies, \$119.48; Pearson Clinical Assessment, Supplies, \$664.70; Plunketts Pest Control, Repairs, \$186.02; Praxair Distribution, Supplies, \$237.47; Deb Rausch, Professional Services, \$684.00; Riverside Technologies, Software License, \$810.00; Rogers Electric Motor Service, Repairs,

\$228.58; S&W Apartments, Rental, \$450.00; Sarlettes Music, Repairs, \$637.04; School Specialty, Supplies, \$2,911.66; Breanna Schwandt, Supplies, \$13.50; SD DOE Food Distribution Program, Food, \$63.36; SD Retailers Assn, Registration, \$124.00; SDASBO, Registration, \$50.00; Seehafer Ace Hardware, Supplies, \$110.00; SG Consulting, District License, \$690.00; Shiffler Equipment Sales, Supplies, \$30.34; Sioux Falls School District, Tuition, \$1,155.51; Sleep Inn, Athletic Travel, \$1,028.95; Star Laundry & Dry Cleaners, Cleaning Services, \$999.27; Super 8 Motel-Aberdeen, Athletic Travel, \$401.88; Supplyworks, Supplies, \$484.45; SW/WC Service Coop, Registration, \$100.00; Tech One, Supplies, \$237.12; Zakaria Teske, Background Check, \$65.00; Trapp Plumbing Co, Repairs, \$401.03; John Trevett, Background Check, \$20.00; TSA Consulting, Professional Services, \$50.00; Twin Valley Tire, Vehicle Maintenance, \$690.79; Unzen Motors, Repairs, \$547.14; Sara Van Meter, Supplies, \$28.00; Variety Foods, Food, \$13,945.00; Verizon, Phone Service, \$496.27; West Sioux Ceramics, Supplies, \$224.43; Whetstone Home Center, Supplies, \$2.27; Wittrock & Son, Garbage Collection, \$650.00; Xerox Corp, Copier Payment, \$394.31; Gilbert Young, Professional Services, \$250.00.

- Accept Business Manager's Financial Report.

**Business Manager's Monthly Report:** General Fund: Balance 2-1-17, \$1,782,952.64. Revenues: Taxes, \$21,921.62; Interest, \$379.21; Admissions, \$6,264.95; Local Misc, \$1,962.65; Medicaid Admin, \$2,002.07; County Apportionment, \$228.58; State Aid, \$213,907.00; State Apportionment, \$67,026.69; Bank Franchise, \$61,128.42; Federal Sources, \$76,997.00. Expenditures: Salaries-Instructional, \$254,128.77; Salaries-Support Services, \$86,894.48; Salaries-Co-curricular, \$24,868.62; Benefits-Instructional, \$61,379.58; Benefits-Support Services, \$26,045.57; Benefits-Co-curricular, \$3,616.06; Purchased Services, \$41,383.59; Supplies, \$33,666.81. Balance 2-28-17, \$1,701,787.35.

Capital Outlay Fund: Balance 2-1-17, \$374,361.40. Revenues: Taxes, \$11,384.53; Interest, \$76.68. Expenditures: Purchased Services, \$83,753.26; Supplies, \$411.69. Balance 2-28-17, \$301,657.66.

Special Education Fund: Balance 2-1-17, \$196,911.39. Revenues: Taxes, \$6,483.60; Interest, \$46.70; Medicaid Direct Services, \$3,259.49; Misc Income, \$362.00; State Aid, \$8,024.00. Expenditures: Salaries-Instructional, \$73,006.80; Salaries-Support Services, \$22,899.94; Benefits-Instructional, \$21,707.37; Benefits-Support Services, \$5,523.48; Purchased Services, \$16,807.80; Supplies, \$969.14. Balance 2-28-17, \$74,172.65.

Bond Redemption Fund: Balance 2-1-17, \$333,333.35. Balance 2-28-17, \$333,333.35.

Pension Fund: Balance 2-1-17, \$708,602.02. Revenues: Taxes, \$53.55; Interest, \$132.54. Balance 2-28-17, \$708,788.11.

Lunch Fund: Balance 2-1-17, \$179,064.08. Revenues: Student Meals, \$24,952.45; Adult Meals, \$2,461.90; A'la Carte Sales, \$1,331.71; Federal Sources, \$28,277.81. Expenditures: Salaries-Support Services, \$18,180.82; Benefits-Support Staff, \$6,770.69; Purchased Services, \$549.60; Supplies, \$36,028.81. Balance 2-28-17, \$174,558.03.

Enterprise Fund: Balance 2-1-17, \$64,386.76. Revenues: OST Fees, \$3,731.13. Expenditures: Salaries-Support Services, \$3,357.07; Benefits-Support Services, \$406.29; Purchased Services, \$55.92; Supplies, \$214.95. Balance 2-28-17, \$64,083.66.

Trust & Agency Fund: Balance 2-1-17, \$292,102.73. Revenues: \$41, 996.61. Expenditures: \$37,219.33.  
Balance 2-28-17, \$296,880.01.

Motion carried. 5-0

Motion by Bien and seconded by Thue to approve the hiring of Adolph Shepardson as Athletic Director/Instructor. Motion carried. 5-0

Motion by Thue and seconded by Upton to approve the Supplemental Contract of John Trevett as Pole Vault Coach at a salary of \$1,394. Motion carried. 5-0

Motion by Stengel and seconded by Bien to approve the hiring of Jason Karels as Building Trades Instructor. Motion carried. 5-0

Motion by Upton and seconded by Thue to approve the hiring of Caitlyn Graf as High School Math Instructor. Motion carried. 5-0

Motion by Bien and seconded by Stengel to approve the resignation of Troy Gauer as Assistant Football Coach. Motion carried. 5-0

Motion by Stengel and seconded by Upton to approve the Open Enrollment Application for KD student who recently moved into the Grant-Deuel School District. Motion carried. 5-0

Motion by Bien and seconded by Stengel to accept the resignation of Rick Swenson as 'C' Team Boys Basketball Coach. Motion carried. 5-0

Motion by Upton and seconded by Thue to declare 125 chromebooks as surplus property. Motion carried. 5-0

Motion by Thue and seconded by Stengel to approve the resignation of Jolene Rick as 'C' Squad Volleyball Coach. Motion carried. 5-0

Motion by Bien and seconded by Upton to approve the resignation of Nancy Nelson as Paraprofessional. Motion carried. 5-0

Motion by Stengel and seconded by Thue to approve the resignation of Shelly Loehrer as Kindergarten Teacher. Motion carried. 5-0

Motion by Upton and seconded by Bien to approve the resignation of Lindsey Keller as 1<sup>st</sup> Grade Teacher. Motion carried. 5-0

Motion by Thue and seconded by Bien to approve the resignation of Emily Brandt as Middle School Paraprofessional. 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:

Board Petitions

Milbank School District Teacher of the Year – Mr. Brad Olson

School & Public Lands Revenue - \$67,026

Summer Food Service Program

Motion by Bien and seconded by Stengel to enter executive session at 7:20 PM to discuss personnel, negotiations, and SD 1-25-2.5. Motion carried. 5-0

Chairman Schwandt declared executive session over at 9:11 PM and regular session was resumed.

Motion by Upton and seconded by Bien to adjourn at 9:13 PM. Motion carried. 5-0

A special meeting of the Milbank School Board will held on Monday, March 27<sup>th</sup> at 6:00 PM. The next regular meeting of the Milbank School Board will be April 10, 2017, at 7:00 PM.

Richard Schwandt

Chairman

Nancy M. Meyer

Business Manager