

## Minutes

### Milbank School District Board Proceedings

May 8, 2017

President Schwandt called the meeting to order at 7:03 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, and Keri Schliesman.

Motion by Stengel and Thue to approve the agenda with the addition of Action Items U. Approve the hiring of Jade Miller as HS Math Teacher and Coach, V. Approve Reinstating .5 FTE Migrant Educator Position and .5 FTE ELL Teacher, and W. Approve the Hiring of Christine Townsend. Motion carried. 5-0

No one addressed the Board during the Community Input Session.

Superintendent Graf gave a reviewed the Financial Status of General Fund.

Other discussion items: Preliminary General Fund Budget Discussion and Science Curriculum/Course Offerings.

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

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

**Bills Presented for Payment:** 3D Security, Repairs, \$396.02; Grace Benton, Background Check, \$65.00; Berens Grocery, Supplies, \$275.60; Berkner Excavating & Gravel, Repairs, \$2,635.82; BHSSC, Registration, \$50.00; Big Stone Therapies, Therapy Services, \$9,696.05; Bizchair, Chairs, \$457.90; Cash-Wa Distributing, Food, \$7,898.66; Cenex Fleetcard, Fuel, \$42.47; Century Business Products, Copier Payment, \$1,095.34; Chase Card Services, Supplies/Travel, \$3,067.14; City of Milbank, Water/Sewer, \$2,027.54; Dean Foods, Milk, \$3,112.85; DeFea Transportation, Busing, \$44,338.28; Earthgrains Baking Co, Food, \$830.43; Extreme Contracting, Building Improvements, \$1,602.42; Isaac Fischer, Background Check, \$20.00; Johanna Fischer, Staff Travel, \$11.00; Flower Shoppe, Supplies, \$25.00; Food-N-Fuel, Travel, \$652.84; Food Services of America, Food, \$352.38; Billie Jo Giesel, Mileage, \$529.20; Debbie Gillette, Lunch Refund, \$237.85; Lorrie Hardy, Background Check, \$20.00; Hillyard Inc, Supplies, \$108.90; Imprest Fund, Per Diem, \$248.00; Imprest Fund, Registration, \$394.00; Professional Services, \$334.00; ITC, Phone Services, \$746.34; Mary Kinder, Background Check, \$20.00; Lifetouch NSS Accts Rec, KS Yearbook, \$590.28; LL Harder, Supplies, \$118.98; Macksteel Warehouse, Supplies, \$1,950.00; Mastercard Corp, Supplies/Travel, \$1,374.38; Milbank Community Transit, Busing, \$1,950.00; Milbank Glass & More, Repairs, \$252.11; Milbank Independence Training, \$427.20; Milbank School District, Supplies, \$191.18; Milbank School Lunch Program, Services, \$62.30; Milbank School Lunch, Student Workers, \$71.00; Steve Misener, Repairs, \$225.00; Neff Company, Supplies, \$518.54; Nelson Electric, Repairs, \$313.16; Northwestern Energy, Natural Gas, \$465.72; OtterTail Power, Lights/Power, \$21,667.97; Parent, Mileage, \$389.76; Parent, Mileage, \$87.36; Nancy Pauli, Repairs, \$217.26; Jayne Paysen, Background Check, \$20.00; Presley Peschong, Background Check, \$20.00; Praxair Distribution, Supplies, \$142.11; Ramkota Hotel of Pierre, Staff Travel, \$195.98; Deborah Rausch, Professional Services, \$693.00; Rogers Electric Motor Service, Repairs, \$705.42; Runnings Supply, Supplies, \$256.24; S&W Apartments, Rentals, \$450.00; Sarlettes Music, Repairs, \$133.96; School Specialty, Supplies, \$456.85; Schuneman Equipment, Repairs, \$168.54; Heather Schwenn, Background Check, \$65.00; SD DOE Food Distribution Program, \$541.23; Seehafer Ace Hardware, Repairs, \$149.82;

Sheraton Inn of Sioux Falls, Travel, \$238.00; Sioux Falls School District, Tuition, \$687.06; Star Laundry & Dry Cleaners, Supplies, \$916.01; Sterling Computers, Chromebooks, \$28,875.00; Street Graphex, Supplies, \$414.53; Super 8 Motel of Aberdeen, Lodging, \$205.17; Supplyworks, Repairs, \$179.89; Tech One, Supplies, \$14.80; Marcus Tracy, Artist in Residence, \$3,001.02; Trapp Plumbing Co, Repairs, \$246.02; Tri State Water, Water/Cooler, \$64.20; True Travel Unlimited, Travel, \$420.40; TSA Consulting, Professional Services, \$50.00; Unity Square, Pool Rent, \$150.00; Variety Foods, Food, \$12,927.61; Karen Vaudrey, Background Check, \$20.00; Verizon, Phone Services, \$496.90; West Sioux Ceramics, Supplies, \$25.52; Whetstone Home Center, Supplies, \$149.57; Xerox Corp, Supplies, \$394.31.

- Accept Business Manager's Financial Report.

**Business Manager's Monthly Report:** General Fund: Balance 4-1-17, \$1,584,786.08. Revenues: Taxes, \$86,901.54; Tuition, \$21,623.44; Interest, \$1,147.58; Admissions, \$1,355.00; Local Misc, \$11,404.90; County Apportionment, \$13,396.22; State Aid, \$213,907.00. Expenditures: Salaries-Instructional, \$238,624.77; Salaries-Support Services, \$84,585.95; Salaries-Co-curricular, \$19,866.97; Benefits-Instructional, \$60,296.92; Benefits-Support Services, \$25,382.13; Benefits-Co-curricular, \$3,169.42; Purchased Services, \$53,957.56; Supplies, \$7,328.98. Journal Entries, (\$156,719.00). Balance 4-30-17, \$1,284,590.06.

Capital Outlay Fund: Balance 4-1-17, \$326,842.82. Revenues: Taxes, \$72,416.90; Interest, \$67.46. Expenditures: Purchased Services, \$47,273.61; Supplies, \$9,333.04. Journal Entries, (\$66,667.00).

Special Education Fund: Balance 4-1-17, \$21,220.20. Revenues: Taxes, \$41,473.32; Interest, \$16.59; State Aid, \$8,024.00. Expenditures: Salaries-Instructional, \$74,867.08; Salaries-Support Services, \$21,023.53; Benefits-Instructional, \$21,698.25; Benefits-Support Services, \$5,474.41; Purchased Services, \$15,052.30; Supplies, \$1,325.50. Journal Entries, \$70,000.00. Balance 4-30-17, \$1,293.04.

Bond Redemption Fund: Balance 4-1-17, \$333,333.35. Journal Entries, \$66,666.67. Balance 4-30-17, \$400,000.02.

Pension Fund: Balance 4-1-17, \$709,065.30. Revenues: Taxes, \$55.41; Interest, \$158.51. Balance 4-30-17, \$709,279.22.

Lunch Fund: Balance 4-1-17, \$175,613.00. Revenues: Student Meals, \$21,949.44; Adult Meals, \$2,625.70; Ala Carte Sales, \$1,201.20; Misc Income, \$241.78; Federal Sources, \$28,019.32. Expenditures: Salaries-Support Services, \$17,174.36; Benefits-Support Services, \$6,468.81; Purchased Services, \$152.61; Supplies, \$31,495.52. Balance 4-30-17, \$174,359.14.

Enterprise Fund: Balance 4-1-17, \$71,080.20. Revenues: Tuition, \$1,325.00; OST Fees, \$2,801.18. Expenditures: Salaries-OST, \$4,230.06; Benefits-OST, \$483.68; Purchased Services, \$214.03; Supplies, \$954.31. Balance 4-30-17, \$69,324.30.

Trust & Agency Fund: Balance 4-1-17, \$297,452.21. Revenues, \$41,711.77. Expenditures, \$48,670.11. Balance 4-30-17, \$290,493.87.

Promissory Note from the General Fund to the Special Education Fund in the amount of \$70,000. Motion carried. 5-0

Motion by Upton and seconded by Thue to approve Out of State travel for Nation HOSA contest. Motion carried. 5-0

Motion by Thue and seconded by Bien at renew the ASBSD Worker's Compensation Fund participation agreement from July 1, 2017 through June 30, 2018. Motion carried. 5-0

Motion by Stengel and seconded by Upton to vote for Steve Moore as Division II Representative for the SDHSAA Board of Directors. Motion carried. 5-0

Motion by Thue and seconded by Bien to vote Yes on SDHSAA Constitutional Amendment #1. Motion carried. 5-0

Motion by Upton and seconded by Thue to approve the hiring of Isaac Fischer as a Summer OST employee at a rate to be published after negotiations have been completed. Motion carried. 5-0

Motion by Stengel and seconded by Upton to approve the resignation of Matt Bastian as HS Math Teacher and Coach. Motion carried. 5-0

Motion by Bien and seconded by Thue to approve the hiring of Courtany Sykora as Kindergarten Teacher. Motion carried. 5-0

Motion by Thue and seconded by Stengel to approve the hiring of Reeba Thompson as 1<sup>st</sup> Grade Teacher. Motion carried. 5-0

Motion by Upton and seconded by Bien to approve the hiring of Melanie Schwandt as Special Education Teacher. Motion carried. 5-0

Motion by Bien and seconded by Thue to approve the hiring of Janelle Wollschlager as the Alternative/Opportunity Room Instructor. Motion carried. 5-0

Motion by Stengel and seconded by Upton to approve the hiring of Leslie Tol as Paraprofessional. Motion carried. 5-0

Motion by Thue and seconded by Bien to approve the hiring of Lori Stricherz as Paraprofessional. Motion carried. 5-0

Motion by Upton and seconded by Stengel to approve the hiring of Cyndy Larson as Food Service Staff. Motion carried. 5-0

Motion by Bien and seconded by Stengel to approve the hiring of Kari Schmeichel as Paraprofessional. Motion carried. 5-0

Motion by Thue and seconded by Bien to approve the hiring of Logan Diede as Technology Director/Teach and Head Boys Basketball Coach. Motion carried. 5-0

Motion by Bien and seconded by Thue to rescind the motion by Upton and seconded by Thue to approve a leave of absence for Katie Gilmore for the 2017-18 school year. Motion carried. 5-0

Motion by Stengel and seconded by Upton to approve the contract of Katie Gilmore as .55 FTE 1<sup>st</sup> Grade Teacher. Motion carried. 5-0

Motion by Upton and seconded by Bien to approve the resignation of Jerry Kathman as Head Maintenance/Facilities Manager. Motion carried. 5-0

Motion by Stengel and seconded by Upton to declare old laptops and Chromebooks as surplus property. Motion carried. 5-0

Motion by Stengel and seconded by Bien to accept the audit report for FY2016. Motion carried. 5-0

Motion by Upton and seconded by Thue to approve the hiring of Jade Miller as HS Math Teacher and Coach. Motion carried. 5-0

Motion by Thue and seconded by Bien to approve the reinstatement of .5 FTE Migrant Educator position and .5 FTE ELL Teacher. Motion carried. 5-0

Motion by Stengel and seconded by Upton to approve the hiring of Christine Townsend as Migrant/ELL Instructor. 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:

1. ASBSD/SASD Joint Convention August 10<sup>th</sup> and 11<sup>th</sup>

Motion by Thue and seconded by Bien to enter executive session at 8:05 PM to discuss personnel and negotiations in pursuant with SDCL 1-25-2. Motion carried. 5-0

Chairman Schwandt declared executive session over at 9:25 PM and regular session was resumed.

Motion by Stengel and seconded by Thue to approve the negotiated agreement for 2017-18. Motion carried. 5-0

Motion by Bien and seconded by Upton to approve a leave of absence of 1 year for Alyssa Frogner. Motion carried. 5-0

Motion by Upton and seconded by Stengel to adjourn at 9:26 PM. Motion carried. 5-0

The next regular meeting of the Milbank School Board will be June 12, 2017, at 7:00 PM.

Richard Schwandt

Chairman

Nancy M. Meyer

Business Manager