

## Minutes

### Milbank School District Board Proceedings

February 8, 2016

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, Schwandt and Stengel. Superintendent Tim Graf and Business Manager Nancy Meyer were also in attendance. Guests present were Deb Hemmer, Ginny Tostenson, Kris Evje, and Dan Snaza.

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

February 15 -19, 2016 was South Dakota School Board Recognition Week. Mr. Graf recognized the members of the Milbank School Board for their service and commitment to education.

Discussion Items: Review Financial Status of General Fund, Legislative Update, Northern Plains Insurance Pool, and Advertising in the Schools/Sponsorship Program Policy (First Reading).

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

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

**Bills Presented for Payment:** 3D Security, Repairs, \$450.00; Americas Best Value Inn, Travel, \$619.90; Benedictine Multicultural Center, Supplies, \$424.00; Bibby Financial, Food, \$917.20; Big Stone Therapies, Professional Services, \$10,328.37; Brian's Glass & Door, Repairs, \$42.40; Greg Cantine, Supplies, \$47.07; Cash-Wa Distribution, Food, \$5,698.71; Cedar Shore Resort, Staff Travel, \$91.95; Cenex Fleetcard, Fuel, \$22.55; Century Business Products, Copier Payment, \$1,135.60; Chase Cards, Supplies/Postage/Travel, \$3,338.95; City of Milbank, Water/Sewer, \$1,530.25; Culinex, Supplies, \$1,534.00; Dacotah Paper, Supplies, \$111.05; Dean Foods, Milk, \$3,429.47; DeFea Transportation, Busing, \$46,501.93; DSS Image Apparel, Shirts, \$106.80; Earthgrains Baking, Food, \$519.00; Ecolab, Cleaning Services, \$776.41; Family Resource Network, Registration, \$70.00; Food Services of America, Food, \$22,816.74; Food-N-Fuel, Travel, \$1,047.03; GCC Ready Mix, Snow Removal, \$675.00; Harrisburg High School, Debate Registration, \$115.00; Natasha Hartman, Staff Travel, \$26.00; Hillyard Inc, Supplies, \$1,563.69; Imprest Fund, Registration, \$1,700.00; Imprest Fund, Officials, \$5,309.90; Imprest Fund, Travel, \$765.43; Imprest Fund, Supplies, \$134.00; Johnson Controls, Repairs, \$7,675.50; JW Pepper, Supplies, \$155.99; Lewis Drug, Supplies, \$23.49; Lifes Great Moments, Professional Services, \$750.00; Janet Loeschke, Programs, \$550.00; Lucero Spanish Language Services, Migrant Mileage, \$46.20; Laura Maag, Staff Travel, \$26.00; Marco, Printer Maintenance, \$508.86; Mastercard Corp, Supplies, \$1,037.48; McCormack Distributing, Supplies, \$42.85; Midland Publishing & Printing, Advertising, \$78.28; Milbank Community Transit, Busing, \$1,271.00; Milbank Independence Training, Services, \$220.40; Milbank Lumber, Supplies/Repairs, \$588.23; Milbank School District, Supplies, \$154.00; Milbank School Lunch Program, Supplies, \$414.20; Nelson Electric, Repairs, \$7,320.91; Northwestern Energy, Natural Gas, \$800.73; OtterTail Power, Lights/Power, \$31,105.63; Overhead Door-Watertown, Repairs, \$3,995.01; Parent, Mileage, \$508.20; Nancy Pauli, Supplies, \$237.19; Emily Pillatzki, Background Check, \$65.00; Plunketts Pest Control, Grounds Upkeep, \$93.01; Ramkota Inn-Pierre, Staff Travel, \$46.50; Julain Rayman, Background Check, \$65.00; Rogers Electric Motor Service, Repairs, \$599.53; Runnings, Supplies, \$47.48; S&D One Stop, Supplies, \$11.35; Sarlettes Music, Repairs, \$382.67; SASD, Registration, \$30.00; School Specialty, Supplies, \$724.31; Breanna Schwandt, Graduate Credits, \$225.00; SD DOE Food Distribution, Food, \$936.58; Seehafer Ace Hardware,

Supplies, \$1,331.89; Sleep Inn, Travel, \$383.75; Star Laundry, Cleaning Service, \$497.64; Street Graphex, Supplies, \$519.86; Christine Townsend, Migrant Mileage, \$283.92; Trapp Plumbing, Repairs, \$1,780.98; Tri-State Water, Water/Cooler, \$55.00; TSA Consulting, Professional Services, \$50.00; Verizon, Phone Service, \$761.39; Joann Volkenant, Background Check, \$65.00; West Sioux Ceramics, Supplies, \$20.30; Wittrock & Son, Garbage Collection, \$1,378.00; Xerox Corp, Copier Payment, \$788.62.

- Accept Business Manager's Financial Report.

**Business Manager's Monthly Report:** General Fund: Balance 1-1-16, \$2,021,464.81. Revenues: Taxes, \$10,641.88; Interest, \$430.60; Admissions, \$11,041.35; Local Misc, \$8,739.51; County Apportionment, \$23,366.45; State Aid, \$151,135.00; Other State Revenue, \$3,050.00; Federal Sources, \$15,518.00. Expenditures: Salaries-Instructional, \$205,999.30; Salaries-Support Services, \$85,636.93; Salaries-Co-curricular, \$22,214.80; Benefits-Instructional, \$54,136.09; Benefits-Support Services, \$24,001.77; Benefits-Co-curricular, \$3,025.80; Purchased Services, \$60,712.13; Supplies, \$9,593.02; Other, \$60.00. Journal Entries, \$45,000.00. Balance 1-31-16, \$1,825,007.76.

Capital Outlay Fund: Balance 1-1-16, \$285,286.26. Revenues: Taxes, \$5,074.29; Interest, \$60.77. Expenditures: Purchased Services, \$31,051.80; Supplies, \$2,801.23; Capital Acquisitions, \$135.88. Journal Entries, (\$45,000.00). Balance 1-31-16, \$211,432.41.

Special Education Fund: Balance 1-1-16, \$364,786.49. Revenues: Taxes, \$2,592.19; Interest, \$77.71; State Aid, \$12,487.00; IDEA Flow through, \$21,330.00; Early Childhood, \$496.00. Expenditures: Salaries-Instructional, \$54,501.35; Salaries-Support Services, \$19,911.64; Benefits-Instructional, \$17,971.23; Benefits-Support Services, \$5,348.66; Purchased Services, \$9,511.14; Supplies, \$87.09. Balance 1-31-16, \$294,438.28.

Bond Redemption Fund: Balance 1-1-16, \$266,666.68. Balance 1-31-16, \$266,666.68.

Pension Fund: Balance 1-1-16, \$517,802.22. Revenues: Taxes, \$528.97; Interest, \$110.30. Balance 1-31-16, \$518,441.49.

Lunch Fund: Balance 1-1-16, \$120,297.02. Revenues: Student Meals, \$30,455.60; Adult Meals, \$2,482.20; Ala Carte Sales, \$2,390.53; Misc Income, \$220.70; Federal Sources, \$16,447.39. Expenditures: Salaries-Support Services, \$13,742.13; Benefits-Support Services, \$5,621.23; Purchased Services, \$359.10; Supplies, \$24,116.28. Balance 1-31-16, \$128,454.70.

Enterprise Fund: Balance 1-1-16, \$61,071.23. Revenues: Student Fees-OST, \$3,379.16. Expenditures: Salaries-OST, \$2,978.92; Benefits-OST, \$351.90; Purchased Services, \$53.99; Supplies, \$304.16. Balance 1-31-16, \$60,761.42.

Trust & Agency Fund: Balance 1-1-16, \$230,930.49. Revenues: \$39,186.60. Expenditures: \$29,778.86. Balance 1-31-16, \$240,338.23.

Motion by Upton and seconded by Stengel to approve bid letting for a LED Lighting Project. A notice of bids will be advertised in the Grant County Review with bid opening to be Monday, March 14, 2016, at 3:00 PM.

Motion by Bien and seconded by Thue to hold a Special Board Meeting on Monday, March 7, 2016 at 5:30 PM to discuss negotiations. Motion carried. 5-0

Motion by Stengel and seconded by Bien to set the rate for Driver's Education at \$250 per student. Motion carried. 5-0

Motion by Upton and seconded by Thue to amend the 2016-17 school calendar changing January 16, 2017 in-service day to January 13, 2017 and approve the Snow Make-up Days for 2016-17. Motion carried. 5-0

Motion by Stengel and seconded by Bien to appoint Tracy Upton as the Board Representative to the Consolidated Board of Equalization. Motion carried. 5-0

Motion by Stengel and seconded by Thue to approve the resignation of Paula Brakke as Middle School 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. Teacher of the Year Process – Feb. 17<sup>th</sup> Nomination Deadline
2. Counseling Services/Central Church Gift - \$4,404
3. January 18<sup>th</sup> In-service “The Wrong Emphasis – Kids Learn What Adults Teach”

Motion by Stengel and seconded by Upton to enter into executive session at 7:30 PM for personnel matters and negotiations. Motion carried. 5-0

Chairman Schwandt declared executive session over at 8:30 PM and regular session resumed.

Motion by Bien and seconded by Thue to adjourn at 8:31 PM. Motion carried. 5-0

The next regular meeting of the Milbank School Board will be March 15, 2016, at 5:30 PM.

---

Chairman

---

Business Manager