

## Minutes

### Milbank School District Board Proceedings

November 9, 2015

President Schwandt called the meeting to order at 6:09 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, Kris Evje, Tim Lease, Keri Schliesman, Deb Hemmer, Jan Scriver, Amber Scriver, John Lightfield, Heidi Pauli, Wade Van Dover, Clee Brake, Jerry Janisch, Brianna Schreurs, Chris Loutsch, Rebekah Tuchscherer, Sarah Jarman, Jimmie Berkner, and Diane Berkner.

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

The school spotlight featured FFA Food Science Team of Brianna Schreurs, Chris Loutsch, Rebekah Tuchscherer, Kathrine Cannedy, and the Dairy Cattle Judging Team of Alysha Madsen, Zachary Sousa, Sam Jarman, and Sarah Jarman and Kadon Leddy all who competed in the National FFA competition. The Food Science Team placed 6<sup>th</sup> and the Dairy Cattle Judging Team placed 29<sup>th</sup>. Kadon Leddy placed 2<sup>nd</sup> in the Nation in the AgriScience category. Jimmie Berkner qualified to represent South Dakota at the recent World Food Hunger Conference in Des Moines, IA and gave an overview of the Conference.

Clee Brakke representing the Milbank Education Association presented True Friends of Education Awards to Big Stone Therapies and State Farm Insurance.

Discussion Items: Legislative Agenda/State Supt. Meeting and Consider Approving Job Descriptions (First Reading).

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

- Approve minutes of October School Board Meetings.
- Approval of Bills for payment.

**Bills Presented for Payment:** ASBSD, Worker's Comp, \$4,441.00; ASBSD, Registration, \$270.00; Berens Grocery, Supplies, \$49.07; Diane Berkner, Sewing Services, \$30.00; Big Stone Therapies, Therapy Services, \$12,111.43; Bituminous Paving, Maintenance, \$9,821.50; Brewster Building Center, Supplies, \$39.95; Britton-Hecla School, Perkins Supplies, \$3,097.65; Cash-Wa Distributing, Food, \$4,236.22; Century Business Products, Supplies, \$776.36; Chase Cards, Supplies/Travel/Equipment, \$10,931.58; City of Milbank, Water/Sewer, \$2,195.03; Cole Papers, Supplies, \$108.30; Heather Crane, Migrant Mileage, \$231.84; Days Inn-Pierre, Lodging, \$74.99; Dean Foods, Milk, \$3,634.77; DeFea Transportation, Busing, \$52,412.61; Karla DeVaal, Coach Training, \$35.00; Druide Informatique, Typing Pal, \$360.00; Durick Fire Extinguishers, Repairs, \$209.88; Earthgrains Baking, Bread, \$1,109.96; Ecolab, Supplies, \$301.76; Fleet US, Repairs, \$165.87; Sandra Fonder, Translating, \$638.00; Food Services of America, Food, \$28,340.13; Food-N-Fuel, Travel, \$1,521.52; Harry's Septic & Sewer Service, Repairs, \$4,372.15; Hartford Steam Boiler, Repairs, \$1,080.00; Hartman's Family Foods, Food, \$1,149.27; Hauff Mid-America Sports, Supplies, \$591.00; Hillyard Inc, Supplies/Repairs, \$940.65; Houghton Mifflin, Spelling Books, \$176.30; Hummert, Supplies, \$1,042.24; Imprest Fund, Registration, \$1,158.55; Imprest Fund, Professional Services, \$1,612.00; Imprest Fund, Travel, \$449.00; Imprest Fund, Supplies, \$313.44; ITC, Telephone, \$635.25; Jostens, Supplies, \$4,785.60; JW Pepper, Supplies, \$1,128.77; Susan Karels, Travel, \$20.02; Mary Kinder, Supplies, \$208.79; Knowbuddy Resources, Library Media, \$263.02; Tim Lease, Travel, \$40.74; Lifetouch, Professional Services, \$556.87; Lucero Spanish Language Services, Migrant Mileage, \$92.40; MasterCard Corp, Supplies/Travel, \$1,617.17; MHM Contracting, Repairs,

\$2,346.94; Mid-American Research Chemical, Supplies, \$1,449.06; Milbank Community Transit, Student Transportation, \$1,132.00; Milbank Glass & More, Repairs, \$162.50; Milbank Lumber, Supplies, \$148.90; Milbank School Lunch Program, Supplies, \$446.32; Milbank School Lunch, Student Workers, \$80.00; Steve Misener, Repairs, \$150.00; Molly Hawkins, Supplies, \$54.40; Nasco, Supplies, \$208.80; Nelson Electric, Repairs, \$5,719.31; Northwestern Energy, Natural Gas, \$437.50; NSU Band Clinic, Registration, \$330.00; OtterTail Power, Lights/Power, \$15,665.07; Nancy Pauli, Supplies, \$78.68; Ramkota Inn-Pierre, Travel, \$72.00; Real Industries, Supplies, \$134.40; Rosetta Stone, Software Licenses, \$795.00; Sarlettes Music, Repairs, \$708.09; School Specialty, Supplies, \$2,015.83; Miriam Schwenn, Travel, \$380.06; SD Dept of Public Safety, Scale Certification, \$84.00; SDIAAA, Registration/Dues, \$180.00; Seehafer Ace Hardware, Supplies, \$1,635.38; Serocki Excavating, Repairs, \$3,000.00; Shiffler Equipment Sales, Repairs, \$45.60; Star Laundry & Dry Cleaners, Supplies, \$816.35; Street Graphex, Supplies, \$190.80; Supplyworks, Repairs, \$1,652.28; Top Hat Lanes, Bowling, \$570.50; Christine Townsend, Migrant Mileage, \$324.24; Trapp Plumbing Co, Repairs, \$297.48; Tri State Water, Supplies, \$87.00; TSA Consulting, Professional Services, \$50.00; Twin Valley Tire, Maintenance, \$35.00; Tyler Computer & Print Design, Supplies, \$61.50; Valley Office Products, Supplies, \$189.99; Valley Rental & Recycling, Rental, \$55.00; Verizon, Cell Phones, \$559.90; Wittrock & Son, Garbage Collection, \$689.00; Xerox Corp, Copier Payment, \$394.31; Amy Yamaura, Supplies, \$70.00.

- Accept Business Manager's Financial Report.

**Business Manager's Monthly Report:** General Fund: Balance 10-1-15, \$1,657,736.85. Revenues: Taxes, \$268,920.22; Interest, \$367.38; Admissions, \$4,580.00; Local Misc, \$2,740.13; County Apportionment, \$23,921.80; State Aid, \$150,751.00. Expenditures: Salaries-Instructional, \$223,637.21; Salaries-Support Services, \$73,099.85; Salaries-Co-curricular, \$19,880.14; Benefits-Instructional, \$55,310.59; Benefits-Support Services, \$24,102.69; Benefits-Co-curricular, \$2,858.30; Purchased Services, \$48,100.63; Supplies, \$28,696.74; Other, \$320.00. Journal Entries, (\$11,716.92). Balance 10-31-15, \$1,621,294.31.

Capital Outlay Fund: Balance 10-1-15, \$99,167.31. Revenues: Taxes, \$92,015.04; Interest, \$21.96. Expenditures: Purchased Services, \$43,479.05; Supplies, \$10,082.96; Capital Acquisitions, \$4,451.08. Balance 10-31-15, \$133,191.22.

Special Education Fund: Balance 10-1-15, \$230,371.17. Revenues: Taxes, \$48,601.35; Interest, \$51.02; State Aid, \$14,174.00. Expenditures: Salaries-Instructional, \$62,505.72; Support Services, \$19,467.83; Benefits-Instructional, \$18,580.90; Benefits-Support Services, \$5,334.11; Purchased Services, \$18,614.15; Supplies, \$1,545.72. Balance 10-31-15, \$167,149.11.

Bond Redemption Fund: Balance 10-1-15, \$266,666.68. Balance 10-31-15, \$266,666.68.

Pension Fund: Balance 10-1-15, \$440,659.16. Revenues: Taxes, \$9,858.43; Interest, \$97.60. Balance 10-31-15, \$450,615.19.

Lunch Fund: Balance 10-1-15, \$118,266.32. Revenues: Student Meals, \$26,247.89; Adult Meals, \$2,866.50; Ala Carte, \$2,154.08; Misc Income, \$561.61. Expenditures: Salaries-Support Services, \$17,890.73; Benefits-Support Services, \$6,146.69; Purchased Services, \$890.33; Supplies, \$23,745.56. Balance 10-31-15, \$101,423.09.

Enterprise Fund: Balance 10-1-15, \$51,748.91. Revenues: OST Donations, \$215.60; OST Fees, \$4,849.63. Expenditures: Salaries-Support Services, \$4,231.57; Benefits-Support Services, \$486.28; Purchased Services, \$343.58; Supplies, \$336.31. Balance 10-31-15, \$61,416.40.

- Declare Volunteers Covered at \$0 Under Worker's Compensation.

Motion carried. 5-0

Motion by Thue and seconded by Bien to approve the 2016-2017 School Calendar. Motion carried. 5-0

Motion by Stengel and seconded by Thue to endorse the High school Clay Target League. Motion carried. 5-0

Motion by Bien and seconded by Upton to declare old desks, wood files, metal file cabinets, computer tables, and miscellaneous wooden chairs as surplus property and be destroyed. 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. November In-Service

Motion by Upton and seconded by Stengel to adjourn at 7:09 PM. Motion carried. 5-0

The next regular meeting of the Milbank School Board will be December 14, 2015, at 6:00 PM.

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Chairman

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Business Manager