

Minutes

Milbank School District Board Proceedings

November 20, 2012

President Schwandt called the meeting to order at 6:07 PM in the board room of the high school building. Members present were Dirksen, Biersbach, Bien, Stengel and Schwandt. Superintendent Tim Graf and Business Manager Nancy Meyer were also in attendance. Guests present were Dan Snaza, Linda Foos, Rhonda Zinter, Clee Brake, Jerry Janisch, Deb, Hemmer, Becky Lambrechts, Beth Wagner, Mary Lou Bullert, Kathy Tyler, and Tim Tyler.

Motion by Biersbach and seconded by Bien to approve the agenda with the addition of Action Item G. Approve the Hiring of Ryan Conrad as Computer Paraprofessional. Motion carried. 5-0

No one addressed the Board during the Community Input Session.

The Milbank Education Association chose the Milbank Fire Department and Kathy Tyler as this year's recipients of the True Friends of Education Award. Clee Brakke presented the awards.

The school spotlight this month featured IPAD Educational Applications. Jerry Janisch and Mark Keeton demonstrated various IPAD applications that they utilize in the classroom.

Discussion items: Review Technology Plan, Review Financial Status of General Fund, and Legislative Agenda/ State Superintendent Meeting..

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

- Approve minutes of October Regular Meeting.
- Accept Business Manager's Financial Report.

Business Manager's Monthly Report: General Fund: Balance 10-1-12, \$1,462,725.39. Revenues: Taxes, \$169,775.73; Interest, \$273.47; Admissions, \$4,795.00; Local Misc, \$11,033.85; County Apportionment, \$16,871.02; State Aid, \$149,454.00; Other State Revenue, \$465.34; Federal Sources, \$811.91. Expenditures: Salaries-Instructional, \$187,390.08; Salaries-Support Services, \$68,564.48; Salaries-Co-curricular, \$19,144.86; Benefits-Instructional, \$48,336.10; Benefits-Support Services, \$19,615.96; Benefits-Co-curricular, \$3,097.27; Purchased Services, \$55,754.17; Supplies, \$23,213.03; Other, \$450.00. Balance 10-31-12, \$1,390,639.76.

Capital Outlay Fund: Balance 10-1-12, \$284,089.14. Revenues: Taxes, \$71,239.20; Misc Income, \$6,547.16. Expenditures: Purchased Services, \$86,422.82; Supplies, \$23,646.06; Other, \$346.53. Balance 10-31-12, \$251,460.09.

Bond Redemption Fund: Balance 10-1-12, \$66,666.67. Balance 10-31-12, \$66,666.67.

Special Education Fund: Balance 10-1-12, \$95,323.00. Revenues: Taxes, \$33,244.77; Interest, \$18.00; Misc Income, \$1,045.92; State Aid, \$15,028.00. Expenditures: Salaries-Instructional, \$45,611.89; Salaries-Support Services, \$15,683.29; Benefits-Instructional, \$12,337.41; Benefits-Support Services, \$5,140.16; Purchased Services, \$11,210.45; Supplies, \$2,145.02. Balance 10-31-12, \$52,531.47.

Pension Fund: Balance 10-1-12, \$223,104.65. Revenues: Taxes, \$7,123.76; Interest, \$41.63. Expenditures: Salaries-Instructional, \$1,060.00; Benefits-Instructional, \$79.66. Balance 10-31-12, \$229,130.38.

Lunch Fund: Balance 10-1-12, \$121,674.16. Revenues: Student Meals, \$23,803.60; Adult Meals, \$1,667.20; A la Carte, \$2,829.89; Misc Income, \$319.53; Federal Sources, \$35,215.98. Expenditures: Salaries-Support Staff, \$14,685.84; Benefits-Support Staff, \$5,254.94; Purchased Services, \$490.51; Supplies, \$36,319.13. Balance 10-31-12, \$128,759.94.

Enterprise Fund: Balance 10-1-12, \$6,212.49. Revenues: OST Donations, \$33.85; OST Tuition, \$2,686.64. Expenditures: Salaries-OST, \$2,941.76; Benefits-OST, \$365.82; Purchased Services, \$45.29. Balance 10-31-12, \$5,580.11.

- Approve bills presented for payment.

Bills Presented for Payment: Alco Stores, Supplies, \$32.56; America's Best Value Inn, Athletic Lodging, \$539.91; ASHA, Subscription, \$225.00; Ball Dynamics, Supplies, \$2,141.43; Berens Grocery, Supplies, \$229.11; Big Stone Therapies, Physical/Occupational Therapy, \$10,362.27; Bills Super Valu, Supplies, \$467.86; Bio Corporation, Supplies, \$28.07; Brewster Building Center, Equipment Rental, \$20.00; BSN Sports, Supplies, \$60.00; Carson Dellosa Publishing, Supplies, \$75.83; CDW-Government, Computer Equipment, \$5,597.71; Century Business Leasing, Copier Payment, \$1,000.90; Century Business Products, Supplies, \$204.09; Chase Card Services, Postage/Supplies/Travel, \$1,250.17; Child & Adult Nutrition Services, Food, \$147.00; Churchill Manolis Freeman Kludt Shelton & Burns, Attorney Fees, \$135.00; City of Milbank, Water/Sewer, \$2,437.43; Conference Technologies, Building Improvements, \$175.00; Connecting Point, Computer Equipment, \$1,672.80; Dean Foods, Milk, \$4,570.94; DeFea Transportation, Busing, \$51,491.24 ; DeMarque Inc, Online Membership, \$325.00; Dewey's Lawn Care, Repairs, \$97.99; Jamie Dupris, Supplies, \$44.88; Earthgrains Baking, Bread, \$365.30; Fleet US LLC, Repairs, \$437.70; Flower Shoppe, Supplies, \$80.00; Food Services of America, Food, \$13,554.91; Food-N-Fuel, Travel Expenses, \$1,999.79; Gale Group, Library Media, \$376.49; Grant County Review, Publications, \$269.86; Grant Roberts Ambulance Service, Standby Service, \$360.00; Hartford Steam Boiler, Repairs, \$360.00; Hasslen Construction, Repairs, \$728.00; Hauff Mid-American Sports, Supplies, \$3,250.60; Hedahls Auto Parts, Repairs, \$20.08; Highsmith Inc, Supplies, \$56.22; Holly Hilbrands, Supplies, \$150.68; Hillyard Inc, Repairs/Supplies, \$544.74; Imprest Fund, Registrations, \$1,496.96; Imprest Fund, Officials/Judges, \$2,889.50; Imprest Fund, Artist-in-Residence, \$1,365.08; Imprest Fund, Travel, \$605.20; Imprest Fund, Repairs, \$833.52; Insight Investments, Computer Equipment, \$6,024.00; Johnson Controls, Repairs, \$1,839.43; Jostens Inc, HS Yearbook, \$4,491.60; JW Pepper, Supplies, \$1,242.13; Mary Kinder, Supplies, \$24.77; Beth Lentz, Supplies, \$186.01; Lifetouch NSS, Koch Yearbook, \$1,125.25; LRP Publications, Subscription, \$180.00; Marco Inc, Supplies, \$33.54; MasterCard Services, Travel/Supplies, \$1,358.99 Mathcounts, Registration, \$190.00; Midamerica Books, Library Books, \$376.25; Mid-American Research Chemical Corp, Repairs, \$232.94; Milbank Chamber of Commerce, Dues/Fees, \$125.00; Milbank Community Transit, Busing, \$1,094.00; Milbank Glass & More, Repairs, \$309.19; Milbank Independence Training, Services, \$112.50; Milbank Lumber, Supplies, \$93.45; Milbank School Lunch, Student Workers, \$85.00; Mill Valley Industries, Supplies, \$239.57; Millstone Family Restaurant, Supplies, \$260.00; Steve Misener, Supplies, \$65.00; Nasco, Supplies, \$24.73; Nelson Electric, Repairs, \$4,143.07; North Shore Gym Sales, Equipment, \$1,172.00; NorthWestern Energy, Natural Gas, \$460.43; OtterTail Power, Lights/Power, \$13,751.83; Nancy Pauli, Supplies, \$223.96; Pearson Learning, Supplies/Textbooks, \$1,923.79; Professional Hearing Services, Supplies, \$2,900.00; Quality Inn & Suites, Travel, \$100.00; Deborah Rausch, Guest Conductor, \$157.50; Reinhart Foodservice, Food, \$2,150.20; Rochester 100, Supplies, \$105.00; Roger's Electric Motor Service, Repairs, \$231.32; Runnings, Supplies, \$173.70; Sarlettes Music, Repairs, \$590.11; School Specialty, Supplies, \$15,472.55; Schuneman Equipment, Repairs, \$80.04; SD Dept of Public Safety, Scale Calibration, \$84.00; SDASFAA, Workshop, \$25.00; SDHSAA, Supplies, \$31.00; Seehafer Do It Best Hardware, Supplies, \$1,106.99; Jeanne Sinclair, Staff Travel, \$73.30; Sioux Valley High School, Athletic Fees, \$41.46; Star Laundry, Cleaning Services, \$567.98; Street Graphex, Supplies, \$603.44; Study Island, Online Membership, \$2,997.00; Sundance/Newbridge Educational Publishing, Supplies, \$207.90; Super 8 Motel of Huron, Athletic Travel, \$345.00; Super 8 Motel of Milbank, Artist-in-

Residence, \$150.00; Super Duper Publications, Supplies, \$74.50; T&T Heating/AC, Repairs, \$478.03; Bonnie Tekrony, Professional Services, \$125.00; Trapp Plumbing Co, Repairs, \$477.00; Tri State Water, Supplies, \$140.00; TSA Consulting, Professional Services, \$50.00; Doug Tschetter, Mileage, \$25.26; Tyler Computer & Print Design, Supplies, \$59.75; United Laboratories, Supplies, \$283.41; Unity Square, Professional Services, \$244.00; USA Gymnastics & Supply, Equipment, \$2,595.06; Valley Office Products, Supplies, \$4,862.24; Verizon, Cell Phone Service, \$135.65; West Sioux Ceramics, Supplies, \$19.25; Wittrock & Son, Garbage Collection, \$689.00; Xerox Corp, Supplies/Lease, \$1,750.79; Zaner-Bloser, Supplies, \$76.95; Zems Bakery, Supplies, \$39.00; Zems Inc, Supplies, \$489.00; Rhonda Zinter, Staff Travel, \$52.00.

Motion carried. 5-0

Motion by Dirksen and seconded by Biersbach to approve the 2013-14 School Calendar. Motion carried. 5-0

A second reading of Policy Book Section I (Instruction) was held. Motion by Stengel and seconded by Bien to approve Policy Book Section I as read. Motion carried. 5-0

Motion by Biersbach and seconded by Dirksen to approve the Combined Election Agreement between the Milbank School District and the City of Milbank. Motion carried. 5-0

Motion by Bien and seconded by Stengel to accept the resignation of Sharon Dearborn as Library/Computer Paraprofessional. Motion carried. 5-0

Motion by Stengel and seconded by Dirksen to approve the out-of-state travel request of Nancy Pauli to take the art students go on a day trip to Minneapolis, MN. Motion carried. 5-0

Motion by Biersbach and seconded by Bien to approve the hiring of Ryan Conrad as Computer Paraprofessional at \$10 per hour. Motion carried. 5-0

Reports were given by High School Principal Dan Snaza, Elementary Principal Linda Foos, and Special Services Director Rhonda Zinter.

Superintendent Graf reported on the following:

1. Workers Compensation – Return of Premium (\$504)
2. Kitchen Health Inspection
3. Storage Shed
4. School Wide Title
5. Theater Upgrade
6. Accreditation Review

Motion by Bien and seconded by Stengel to enter executive session at 7:40 PM to discuss personnel issues. Motion carried. 5-0

Chairman Schwandt declared executive session over at 9:15 PM and regular session resumed.

Motion by Dirksen and seconded by Bien to adjourn at 9:16 PM. Motion carried. 5-0

The next regular meeting of the Milbank School Board will be December 10, 2012, at 6:00 PM.

Chairman

Business Manager