Minutes

Milbank School District Board Proceedings

November 9, 2026

President Schwandt called the meeting to order at 6:00 PM in the Board Room of the high school building. Members present were Christensen, Schwandt, Trevett, and Seffrood via phone. Thue was absent. Superintendent Justin Downes and Business Manager Nancy Meyer were also in attendance. Guests present were Sara Ward, Kathy Ward, Andrea Hagen, Ryan Scoular, Dave Graf, Bryan Johnson, Sara Johnson, Alexis Schubert, Randy Twistol and Josh Schmeichel.

President Schwandt led the Pledge of Allegiance.

No one addressed the Board during the Community Input Session.

Motion by Christensen and seconded Trevett to approve the agenda as presented. Motion carried. 4-0

The MEA has selected Bryan Johnson and Valley Queen Cheese as this year's recipients. Both have given numerous contributions to our district and are very deserving of the award.

Discussion Items: Legislative Agenda/State Superintendent Meeting and Report Card Data.

Motion by Trevett and seconded by Christensen to approve the consent agenda that included:

- Approve the minutes of the October School Board Meeting.
- Accept the Business Manager's Financial Report.

Business Manager's Monthly Report: General Fund: Balance 10-1-26, $891,130.31. Revenues: Taxes, $45,513.56; Interest, $76.48; Admissions, $5,536.00; Local Misc, $3,907.20; County Apportionment, $13,336.35; State Aid, $289,765.00; Federal Sources, $3,810.06. Expenditures: Salaries-Instructional, $361,119.15; Salaries-Support Services, $141,228.77; Salaries-Co-Curricular, $30,607.86; Benefits-Instructional, $99,166.05; Benefits-Support Services, $44,352.59; Benefits-Co-Curricular, $4,491.67; Purchased Services, $159,408.95; Supplies, $39,416.75; Other, $4,065.83. Balance 10-31-26, $369,217.34.
Capital Outlay Fund: Balance 10-1-26, $782,744.85. Revenues: Taxes, $42,409.24; Interest, $67.18. Expenditures: Purchased Services, $27,319.39; Supplies, $54,496.05; Capital Acquisitions, $715.56; Other, $1,184.42. Balance 10-31-26, $741,505.85.
Special Education Fund: Balance 10-1-26, $134,849.68. Revenues: Taxes, $26,972.16; Interest, $11.57; State Aid, $37,245.00. Expenditures: Salaries-Instructional, $113,245.63; Salaries-Support Services, $22,919.62; Benefits-Instructional, $35,029.42; Benefits-Support Services, $6,823.70; Purchased Services, $47,494.80; Supplies, $1,870.29. Balance 10-31-26, ($28,305.05).
Bond Redemption Fund: Balance 10-1-26, ($389,330.33). Revenues: Taxes, $13,643.19. Balance 10-31-26, ($375,687.14).
Lunch Fund: Balance 10-1-26, $61,841.44. Revenues: Student Meals, $34,722.99; Adult Meals, $2,279.30; Ala Carte Sales, $3,551.85; State Revenue, $1,240.80; Federal Sources, $44,982.27. Expenditures: Salaries-Support Services, $19,505.37; Benefits-Support Services, $6,869.50; Purchased Services, $75,425.94; Supplies, $6,350.98. Balance 10-31-26, $40,466.86.
Enterprise Fund: Balance 10-1-26, $12,971.78. Balance 10-31-26, $12,971.78. Promissory Notes to General Fund: $51,500.00.
Custodial Funds: Balance 10-1-26, $785,082.40. Revenues, $51,876.82. Expenditures, $117,151.11. Balance 10-31-26, $719,808.11.

- Approve the bills presented for payment.

Bills Presented for Payment: Academic Therapy Publications, Supplies, $218.40; Advanced Technologies, Play Posters, $51.00; Amazon Capital Services, Supplies, $3,710.86; Brenda Anderson, Professional Development, $200.00; Berens Market, Supplies, $569.64; Big Stone Therapies, Therapy Services, $26,179.25; BMO Harris Commercial Card, Supplies/Travel, $6,553.27; Century Business Products, Copier Payment, $5,880.83; Chase Card Services, Supplies/Travel, $6,090.24; Children's Care Hospital & School, Tuition, $2,085.00; Churchill Manolis Freeman Kludt & Burns, Attorney Fees, $160.00; City of Milbank, Field Painting, $375.00; City of Milbank, Water/Sewer, $3,021.52; Candee Cloos, Professional Development, $200.00; Cole Papers, Supplies, $16,120.33; Colliers Securities, Professional Services, $300.00; DeFea Transportation, Busing, $111,519.22; Paul Dhaemers, Professional Development, $200.00;

Elite Drain & Sewer Cleaning, Repairs, $337.50; Nora Escudero Quintero, Per Diem, $56.00; First Western Equipment Finance, Floor Scrubber, $649.00; G&R Controls, Repairs, $904.01; Brody Gilbertson, Travel, $91.99; Grant Roberts Ambulance Service, Standby, $200.00; Health Equity, HSA Fees, $94.00; Hillyard, Supplies, $8,316.86; Imprest Fund, Registration, $940.00; Imprest Fund, Professional Services, $6,760.71; Imprest Fund, Travel, $644.00; ITC, Phone Service, $274.17; JB Lawn Care, Grounds Upkeep, $1,200.00; Sara Johnson, Professional Development, $200.00; Jostens, Yearbook Deposit, $6,036.40; JW Pepper, Supplies, $52.00; Ella Kasuske, Professional Development, $200.00; KONE Inc, Maintenance, $299.10; Lab Aids, Supplies, $137.20; Dolly Lenards, Professional Development, $374.80; Macksteel Warehouse, Supplies, $365.78; Mid-American Research Chemical, Supplies, $2,153.83; Midland Publishing & Printing, Advertising, $161.42; Milbank Community Transit, Bus Service, $109.00; Milbank School District, Stadium Clean-Up, $200.00; Milbank School Lunch, Supervisor Meals, $1,063.10; Milbank School Lunch, Student Workers, $71.00; MRG Hauff, Supplies, $879.00; NCS Pearson, Supplies, $87.90; Nelsons Electric, Repairs, $5,936.67; Northwestern Energy, Natural Gas, $1,858.01; Office of Weights & Measures, Scale Calibration, $56.00; Ortonville Independent, Advertising, $228.00; Otter Tail Power, Lights/Power, $23,396.20; Oxygen Service Company, Supplies, $998.67; Parent, Mileage, $760.00; Poppler's Music Store, Supplies/Repairs, $307.53; Pye Barker Fire & Safety, Repairs, $540.00; Riverside Technologies, Supplies, $4,362.00; Runnings, Supplies, $27.98; School Specialty, Supplies, $7,334.66; SD Dept of Human Services, Residential Services, $22,836.07; SD FFA Assoc, Registration, $1,598.00; Sioux Valley Coop, Fuel, $3,240.91; St Lawrence School, Conference, $720.00; Star Laundry, Cleaning Service, $500.94; Sterling Computers, Chromebooks, $80,200.00; Jay Trenhaile, Professional Services, $5,277.77; Tubbs of Soft Water, Supplies, $193.50; Twin Valley Tire, Maintenance, $1,370.05; Unzen Motors, Vehicle, $62,000.00; US Omni, Professional Services, $50.00; Valley Office Products, Supplies, $126.59; Verizon Wireless, Cell Service, $99.52; Whetstone Home Center, Supplies, $321.93; Whetstone Sanitation, Garbage Collection, $1,350.00; Sarah Whipkey, Professional Development, $200.00; Andrea Wiese, Professional Development, $200.00; Kelly Wollschlager, Coaching Class, $35.00.

Motion carried. 4-0

Motion by Christensen and seconded by Trevett to approve the 2027-28 calendar that includes start date of August 17, 2027, a full week off for spring break, and last day with student on May 17, 2028, with an in-service day on May 18, 2028. Motion carried. 4-0

Motion by Seffrood and seconded by Trevett to approve Toby Schneck, Tate Schlueter, and Nick Sipe as wrestling program volunteers. Motion carried. 4-0

Motion by Christensen and seconded by Trevett to approve an Open Enrollment Application for one student. This student's family recently moved just outside the district borders. Motion carried. 4-0

Reports were received by Elementary Principal, David Graf, Middle School Principal/AD, Ryan, Scoular, High School Principal, Dan Snaza, and Special Services Director, Andrea Hagen.

Superintendent Downes reported on the following:

1. SDUSA Fall Retreat Notes
2. Boys and Girls Club Updates Enrollment is 140 students. There is an average of 80 meals served per night.
3. Lunch Updates – Now Fully Staffed.
4. Daycare Updates
5. Minimum Wage Increase to $12.30.

Motion by Trevett and seconded by Christensen to enter executive session for legal matters pursuant to SDCL 1.25.3 at 6:28 PM. Motion carried. 4-0

Chairman Schwandt declared executive session over at 6:41 PM and regular session resumed.

Motion by Trevett and seconded by Christensen to adjourn at 6:42 PM. Motion carried. 4-0

The next School Board meeting is set for Monday, December 14, 2026, at 6:00 PM in the Board Room of the High School Building.

_____

Chairman, Richard Schwandt

_____

Business Manager, Nancy M. Meyer