

ANNUAL SCHOOL BOARD MEETING

July 14, 2014

DAKOTA VALLEY SCHOOL DISTRICT # 61 – 8

7:00 pm – General Session

Dakota Valley Administration Office

I. OPENING OF MEETING. Chairperson Gunderson – 7:00 pm

A.) Call to Order

B.) Roll Call - Gunderson _____ Smith _____
Reiff _____ Sexton _____ Peacock _____

C.) Pledge of Allegiance

D.) *MOTION - Approve Agenda

II. COMMUNITY INPUT. :7:05 pm

Those individuals wishing to address the board on an agenda item should contact the superintendent prior to the board meeting.

III. PUBLIC HEARING Chairperson Gunderson – 7:15 pm

A.) 2014-15 School Budget

IV. OATH OF OFFICE Business Mgr. Hamm – 7:25 pm

A.) Kevin Hoffman (3 year term)

B.) Corey Reiff (3 year term)

V. ELECTION OF 2013-14 BOARD OFFICERS Supt. Leber – 7:30 pm

A.) President-

B.) Vice-President-

VI. SPOTLIGHT ON EDUCATION Chairperson – 7:35 pm

None Planned

VII. APPROVAL OF MINUTES (Yellow) Chairperson – 7:40 pm

A.) Regular – June 09, 2014– School Board Meeting

VIII. FINANCIAL ITEMS (Green). Business Manager Hamm – 7:45 pm

A.) Current Bills/Claims – (enclosed with packets)

1.) District Accounts – General, CO, SPED, and Special Projects

2.) Food Service

3.) Other

- B.) Financial Statements
 - 1.) Balance Statement (June 30, 2014)
 - 2.) 2013 – 14 Revenue & Expense Reports
 - 3.) Other

X. ADMINISTRATIVE REPORTS (Pink). Administrators – 8:00 pm

XI. GENERAL BUSINESS (Blue). Chairperson – 8:15 pm

A.) *MOTIONS – Consider approval of the Appointments, Resolutions, and Designations:

- 1) Set Time/Place for Regular Board Meetings -
 - (Current Time: 7:00 pm on the 2nd Monday of every month)
 - (Current Place: Dakota Valley Administrative Offices)

- 2) Appoint Board Members to Committees –
 - (Current: Buildings and Grounds – Kam Smith & Scott Sexton
 - Finance – Scott Sexton & **Vacancy**
 - Library & Technology– Cory Reiff & James Heeren
 - Policy Committee – Cory Reiff & **Vacancy**
 - NSCDV Recreation – Scott Sexton
 - DVBC & ASBSD Legis. Liaison - Kam Smith
 - Hardship Fund (Sick Bank) – Kam Smith
 - Wellness –James Heeren & **Vacancy**
 - Curriculum Committees
 - Social Studies – James Heeren
 - Occupational/Vocational – James Heeren

Currently serving board members may stay on their committee, or they may ask to be removed and allow another board member to serve. Please consider volunteering, so the Chairperson doesn't have to appoint you to a committee that you may not wish to serve on.

- 3) Appoint Legal Council –
 - (Current: Rodney Freeman, Huron, SD)
- 4) Appoint Truancy Officer –
 - Current: School District Liaison Officer
 - Union County Sheriff for rural areas
- 5) Appoint School Lunch Hearing Officer –
 - Current: Superintendent of Schools
- 6) Designate Robert's Rules of Order as parliamentary procedure for board meetings.
- 7) Designate bank as Depository for School Funds –
 - Current: Liberty National Bank
- 8) Designate the Legal Newspaper for the Dakota Valley School District –
 - Current: Leader-Courier, Elk Point, SD

- 9) Designate the Official Television Station for the Dakota Valley School District.
Current: KMEG-TV
- 10) Designate the Official Radio Station for the Dakota Valley School District –
Current: 102.3 FM

After the board members have volunteered for their committee assignments, a board member may make a motion to accept Items A1 – A 10. Then you will only need one vote once on this entire section.

B.) *MOTIONS - Consider approval of the all Yearly Authorizations

- 1.) Authorize Superintendent and Business Manager to be Official Purchasing Agents for the School District.
- 2.) Authorize Superintendent and Business Manager to be Custodian of all Financial Accounts for the School District.
- 3.) Authorize Superintendent and Business Manager to be Custodians of the Activity Account (Trust & Agency) and all Federal and/or State Programs.
- 4.) Authorize Business Manager to use an automatic payment plan in order to pay the Utility Bills in a timely fashion.
- 5.) Authorize Business Manager to make timely electronic transfer of school district funds for the High School Bond payments and the Elementary School Bond payments.
- 6.) Authorize Board Chairperson to use Signature Stamp in lieu of hand Signature.
- 7.) Authorize the Superintendent and Director of Special Services or designee to sign the Public School Exemption (Home School) Petitions.
- 8.) Authorize Superintendent to close school in emergency situations an in case of inclement weather and setting chain of command in event superintendent is absent.
- 9.) Authorize Director of Special Services as the district’s representative for the SD Consolidated Grant, and Flow Through (IDEA) Application.

A board member may make a motion to accept Items B1 – B9. Then you will only need one vote once on this entire section.

C.) *MOTIONS - Consider approval of the Yearly Compensations, Fees, Prices and Rates

- 1.) Establish Compensation Schedule for Board of Education Members –
Current: \$ 65.00 for regular, special and all board related meetings with a monthly \$25.00 deduction to the board fund. *The board may be compensated up to \$ 75.00 per day, plus mileage per meeting, or while conducting affairs approved by the board. (SDCL 4-7-10.4)*

Board’s choice regarding salary for meetings.

2.) Set Rate for Substitute Employees –

Current: \$ 90.00 for Certified Teacher
a. \$ 120 after 20 days worked, and
b. \$ 150 after 40 days worked

Current: \$ 80.00 for Non-certified Teacher

Current: \$ 10.00 per hour for Secretary
\$ 10.00 per hour for non-certified Para-Prof.
\$ 10.00 per hour for AA/Praxis Degree Para-Prof.
\$ 10.00 per hour for certified (BA/BS degree) Para-Prof.
\$ 10.00 per hour for custodial personnel

3.) Set Rates for Mileage, Meals and Lodging for authorized Employees and Board Travel

Current: The Dakota Valley School District has adopted the State Rates as outlined in the Administrative Rules of South Dakota, Article 5.01.02.11 “Out-of-state per diem rates”, and Article 5.01.02.14 “In-state per diem rates” with the exception of the mileage reimbursement rates. Currently DV pays \$ 0.45 per mile. If a school vehicle is available and the staff member wishes to drive their personal car, the district will reimburse the staff member for one-way mileage.

4.) Set Price for Yearbook Purchase and authorize Taylor Publishing to collect payment through their “Pay by Mail Plan”. –

Current: \$ 40.00

5.) Set Price for Non-School Photocopy Machine Usage –

Current: \$ 0.10/copy for all photocopies.

6.) Set Price for Non-School FAX Machine Usage –

Current: Sending = \$ 2.00 for 1st page and \$ 1.00/page thereafter.
Receiving = \$ 1.00/page -

7.) Set the Out-of-State Tuition Rate for the 2014-2014 school year.

Current: \$ 6000 per school year - to be paid in advance on a semester by semester basis.

8.) Set Admission Prices for Varsity Events and Activity Ticket Prices –

	JV/Varsity	Double Headers
Current: K-12 Student (per event)	- \$ 2.00	\$ 3.00
Adults (per event)	- \$ 4.00	\$ 5.00
K-12 Activity Ticket	- \$ 25.00	
Adult Activity Ticket	- \$ 35.00	
Family Activity Ticket	- \$ 120.00	
Over Age 62	- No charge	

D.) *Other General Business:

- 1) **MOTION** – Consider approval of the Delta Dental Plan Renewal rates for the 2014-15 school year.
Current; Single Rate \$36.16, Family Plan \$100.06.

- 2) **MOTION** – Consider approval of the Open Enrollment Applications of:

A.) Holli Bradshaw for her daughter Addison (Kindergarten).

I recommend approval of the Open Enrollment request.

- 3) **MOTION** – Consider approval of the following budget supplements for the FY14 Budget.
 - 1.) 10-8110-000-690 (Transfers out line) = \$270,000 for the transfer we made to the Capital Outlay Fund.
 - 2.) 21-2543-000-590 (Other Capital Acquisitions) = This would be for the purchase of the land.
 - 3.) 21-8110-000-690 (Transfer out line) = \$270,000 for the transfer of the money back to the General Fund.**I recommend approval of these as they should have been done when we transferred the money from the General Fund to the Capital Outlay Fund.**

- 4) **MOTION** – Consider approval to put the bond proceeds into an money market account at the Liberty National Bank.

I recommend approval. See the Business Managers board report for more information.

XII. POLICY (White). Chairperson - 8:40 pm

- A.) Consider approval of the 1st Reading of the following policies:
- 1.) Policy IKE: Promotion and Retention of Students
 - 2.) Policy IKF: Graduation Requirements
 - 3.) Policy INDA/INDB: Patriotic Exercises/Flag Displays
 - 4.) Policy GBED: Certified Staff-Hardship Fund (Sick Leave Bank)

No motion required for 1st Reading

- B.) Consider approval of the 1st and 2nd reading of the following handbook changes:
- 1.) High School Student Handbook (changes on page 11 & 16)
 - 2.) Middle School Student Handbook (change on page 13)
 - 3.) Student Activities Handbook (changes on page 6, 7, 8 & 9)

Effective July 1, 2014, the state law (SDCL 13-32-9) changed in regards to the discipline of student athletes involved in the sale, distribution, use or possession of any mind altering chemicals, including a controlled substance or marijuana. The handbooks were re-written to comply with SDCL 13-32-9.

- 4.) District Faculty Handbook (changes on pages 15 & 18)
- 5.) District Student Handbook (changes on pages 2, 4, 7, 16, & 18)

Last October, the school district underwent an Office of Civil Rights review, we passed with flying colors, with the following recommendations: (1) add the district’s Grievance Policy to the student and staff handbooks; incorporate the board policy on married and/or pregnant students to the handbooks, and list the correct address for the Regional Office of Civil Rights (they moved their office from Denver to Kansas City).

- C.) Consider approval of the 2nd reading of Policies/Procedures
- 1.) Elementary School Student Handbook (changes on pages 5, 6 & 14)
 - 2.) Elementary School Faculty Handbook (change on page 5)
 - 3.) Middle School Faculty Handbook (changes on pages 1 & 2)
 - 4.) High School Student Handbook (changes on pages, 3, 4, 10, 11, 15, 16, & 18)
 - 5.) High School Faculty Handbook (no change to current)
 - 6.) Student/Athlete Activities Handbook (Changes on pages 2, 3, & 7)
 - 7.) Coaches Handbook (Changes on Pages 5, 6, &18)

I recommend approval of the 2nd Reading.

XII. PERSONNEL (Goldenrod) Chairperson – 8:45 pm

- A.) **MOTION** - Consider approval of a contract resignation:
- 1.) Amanda Thomas (5/6th Grade SPED Para.).
 - 2.) Jakki Blattner (5th Grade Teacher & Asst. HS Volleyball Coach).
- B.) **MOTION** - Consider approval of a contract for the following:
- 1.) Kevin Baker (Middle School Custodian).
 - 2.) Ammanda Lungren (4th Grade Teacher).
 - 3.) Melisa Bisenius (HS National Honor Society Advisor).
 - 4.) Amanda Fey (School Psychologist).
 - 5.) Deidra Thompson (5th/6th SPED Teacher).

XIV. EXECUTIVE SESSION (Purple) 8:50 pm

XV. ADJOURN -----8:50 pm