

ANNUAL SCHOOL BOARD MEETING

July 13, 2015

DAKOTA VALLEY SCHOOL DISTRICT # 61 – 8

7:00 pm – General Session

Dakota Valley Administration Office

- I. OPENING OF MEETING.** Chairperson Sexton – 7:00 pm
- A.) Call to Order
- B.) Roll Call - Heeren _____ Hoffman _____
 Reiff _____ Sexton _____ Smith _____
- 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 Sexton – 7:15 pm
- A.) 2015-16 School Budget
- IV. OATH OF OFFICE.** Business Mgr. Hamm – 7:25 pm
- A.) Steve Kistner (3 year term)
- V. ELECTION OF 2015-16 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 – 7:35 pm
- A.) Regular – June 08, 2015– School Board Meeting
- VIII. FINANCIAL ITEMS (Green).** Business Manager Hamm – 7:40 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, 2015)
- 2.) 2014 – 15 Revenue & Expense Reports
- 3.) Other

X. ADMINISTRATIVE REPORTS (Pink). Administrators – 7:45 pm

XI. GENERAL BUSINESS (Blue). Chairperson – 8:00 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 & **Vacancy**
Finance – Kam Smith & **Vacancy**
Library & Technology– Cory Reiff & James Heeren
Policy Committee – Cory Reiff & Hoffman
NSCDV Recreation – James Heeren
DVBC & ASBSD Legis. Liaison – Corey Reiff
Hardship Fund (Sick Bank) – Kam Smith
Wellness –James Heeren & Hoffman
Curriculum Committees
Science – Kevin Hoffman
Math – **Vacancy**
- 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: Dakota Dunes, North Sioux City Times
- 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

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 and 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.

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. \$ 50 for all board assigned committee meetings which are to be vouchered separately.
- 2.) Set Rate for Substitute Employees –
Current: \$ 100.00 for Certified Teacher
 - a. \$ 125 after 20 days worked, and
 - b. \$ 155 after 40 days worked

Recommend: no change

Current: \$ 85.00 for Non-certified Teacher
Recommend: no change
- Current: \$ 10.50 per hour for Secretary

\$ 10.50 per hour for non-certified Para-Prof.
 \$ 10.50 per hour for AA/Praxis Degree Para-Prof.
 \$ 10.50 per hour for certified (BA/BS degree) Para-Prof.
 \$ 10.50 per hour for custodial personnel

Recommend: \$ 11.00 for all classified substitutes

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.

Recommend: Same as Current

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

Current: \$ 41.00

Recommend: \$ 42.00

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

Current: \$ 0.10/copy for all photocopies.

Recommend: Same as Current

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 -

Recommend: Same as Current

7.) Set the Out-of-State Tuition Rate for the 2015-2016 school year.

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

Recommend: Same as Current

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 | \$ 3.00 |
| Adults (per event) | - \$ 4.00 5.00 | \$ 5.00 |
| K-12 Activity Ticket | - \$ 25.00 | |
| Adult Activity Ticket | - \$ 35.00 | |
| Family Activity Ticket | - \$ 120.00 | |
| Over Age 62 | - No charge | |

Recommend: Increase the JV/Varsity game price to \$ 3.00 for students and \$ 5.00 for adults which matches the ticket prices in the majority of the Conference Schools.

D.) *Other General Business:

- 1) **MOTION** – Consider approval of the Delta Dental Plan Renewal rates for the 2015-16 school year.

Current; Single Rate \$36.16, Family Plan \$100.06.

Recommend: Same as Current

- 2) **MOTION** – Consider approval of the Wellmark Blue Cross Blue Shield Plan Renewal rates for the 2015-16 school year.

| | | |
|---------|-----------------------|------------|
| Current | Single | \$475.91 |
| | Employee + Spouse | \$974.66 |
| | Employee + Child(ren) | \$900.90 |
| | Family Plan | \$1,460.57 |

Recommend: Same as Current

- 2) **MOTION** – Consider approval of the enrollment of a Foreign Exchange student from Brazil (Paulo Fraga – 11th grade) who will be residing with Rob and Holli Skuza.

- 3) **MOTION** – Consider approval of the following budget supplements for the FY15 Budget.

- 1.) 46-2532-000-319 (Land Development) = \$2,000,000 - Additional payments were turned in before the end of the fiscal year.
- 2.) 53-3900-000-110 (Drivers ED Salaries) = \$5,500.00 - Additional hours were turned before the end of the fiscal year.
- 3.) 29-8110-000-690 (Transfers Out) = \$11,000 - Transfer money over from the Nylen money to cover costs expensed by the General Fund.

- 4) **MOTION** – Consider approval of Invoice # 17 in the amount of \$ 13,359.42 to Cannon, Moss, Brygger Architects for work completed to date on the new high school.

- 5) **MOTION**- Consider approval of Pay Application # 8 in the amount of \$ 1,681,512.94 to W.A. Klinger, L.L.C. for the work completed to date on the new high school.

- 6) **MOTION** – Consider approval of the request of Curran Transportation to opt-out of the final years of their bussing contract, and re-issue a new contract for the 2015-16 school year.

- 7) **MOTION** – Consider accepting the bid of \$ 2,501.50 from Tom Hummel for the surplus Maintenance Shed. There was one other bidder, who submitted a bid of \$ 200.01.

- 8) **MOTION** – Consider approval of the official retirement date of Superintendent Leber, effective June 30, 2016.

9.) MOTION – Consider approval of the DVCEA Negotiations offer, in which the school district will contribute a monthly sum of \$ 354.76 for classified employees who wish to join the school district’s health plan.

XII. POLICY (White). Chairperson - 8:30 pm

A.) Consider approval of the 1st Reading of the following policies:

A.) Substitutes Handbook (change on page 8)

B.) Consider approval of the 2nd reading of Policies/Procedures

B.) Elementary School Student Handbook (changes on page - 8)

C.) Elementary School Faculty Handbook (change on pages - 8,9,10,11)

D.) High School Student Handbook (changes on pages – 4 & page 3 of Discipline Chart)

E.) District Faculty Handbook (change on page 3)

F.) District Student Handbook (change on page 4)

G.) Student/Athlete Activities Handbook (Changes on pages -3 & 5)

H.) Coaches Handbook (Changes on pages -1, 2, 3, 16,)

I.) Middle School Faculty Handbook (no change to current)

J.) Middle School Student Handbook (no change to current)

10.) High School Faculty Handbook (no change to current)

XIII. PERSONNEL (Goldenrod) Chairperson – 8:35 pm

A.) **MOTION** - Consider approval of a contract resignation:

1.) Dave Schmit (Asst. HS Boys basketball).

2.) Martha Muellenberg (.75FTE MS Art Teacher).

3.) Barbara Christopher (Tech Assistant).

B.) **MOTION** - Consider approval of a contract for the following:

1.) Tammy Lilly (Transfer from Asst. to Head Girls Track.).

2.) Sarah Blaeser (Kindergarten Teacher).

3.) Amy Matthies (Concession Advisor).

4.) Ana (Avila) Peterson (HS Spanish).

XIV. EXECUTIVE SESSION (Purple) 8:40 pm

XV. ADJOURN ----- -8:40 pm