

**DAKOTA VALLEY SCHOOL DISTRICT #61-8
ANNUAL JULY 15, 2002 BOARD OF EDUCATION MEETING
UNAPPROVED MINUTES
DAKOTA VALLEY ADMINISTRATION CENTER
REGULAR SESSION – 7:00 PM**

*** All motions are carried and unanimously approved unless otherwise indicated.**

The Annual July 15, 2002 meeting of the Dakota Valley Board of Education was called to order by Chairperson Dailey at 7:03 pm. Roll Call indicated the following members present: Dailey, Fuxa, Gunderson and Markve. Meyer was absent. Board Member-Elect Meland was in attendance along with Administrators Leber, Ashmore, Bietz, Halverson, Hummel, Rasmussen and Steckelberg and members of the media.

Motion by Markve, second by Fuxa, to approve the agenda with additions as presented.

Chairperson Dailey called to order the public hearing on the proposed 2002-03 budget at 7:07 pm. Business Manager Bietz reviewed preliminary revenue and expenditure budgets. Hearing no public input, motion by Fuxa, second by Gunderson, to close the hearing at 7:11 pm.

Business Manager Bietz administered the Oath of Office to Kathy Gunderson and Diane Meland. The board wished to thank Greg Meyer for his years of service to the district.

Superintendent Leber assumed the chair for election of officers for the 2002-03 School Year.

For the office of School Board President: Gunderson nominated Fuxa. Markve nominated Dailey. Motion by Gunderson, second by Markve, to cease nominations. By virtue of secret ballot, Dailey is elected as President 3-2.

For the office of School Board Vice-President: Markve nominated Fuxa. Fuxa respectfully declined. Meland nominated Markve. Motion by Fuxa, second by Gunderson, to cease nominations and move for unanimous ballot. Markve is elected as Vice-President.

Motion by Markve, second by Fuxa, to approve the minutes of the following board meetings:

- ❑ Regular June 10, 2002
- ❑ Special June 18, 2002

Motion by Markve, second by Meland, to approve the current bills/claims as presented.

Motion by Fuxa, second by Markve, to approve and file the financial statements dated June 30, 2002.

Administrative reports were heard.

Motion by Fuxa, second by Markve, to set Regular Board of Education Meetings for the 2nd Monday of every month at 7:00 pm at the Dakota Valley Administration Center.

Motion by Markve, second by Meland, to approve the following committee appointments for the 2002-03 School Year:

- ❑ Buildings & Grounds – Dailey and Gunderson
- ❑ Curriculum – Markve
- ❑ Finance – Gunderson and Fuxa
- ❑ Library – Markve and Meland
- ❑ Policy – Markve and Meland
- ❑ Technology - Fuxa

Motion by Gunderson, second by Fuxa, to appoint Rodney Freeman, Huron, SD as legal Counsel for the 2002-03 School Year.

Motion by Markve, second by Gunderson, to appoint the North Sioux City Police Chief as Truancy Officer for local area and the Union County Sheriff as Truancy Officer for rural areas.

Motion by Gunderson, second by Markve, to appoint Superintendent Leber as School Lunch Hearing Officer.

Motion by Gunderson, second by Markve, to appoint Brian Damon as a community representative to the Library Advisory Board.

Motion by Markve, second by Fuxa, to appoint Meland (volunteered) as voting delegate to the ASBSD/SASD Joint Convention

Motion by Meland, second by Markve, to designate *Robert's Rules of Order* as parliamentary procedure for board meetings.

Motion by Gunderson, second by Fuxa, to duly resolve and approve Home Federal Savings Bank as the principle depository of district funds.

Motion by Markve, second by Gunderson, to designate the *Leader-Courier*, Elk Point, SD, as legal newspaper for the Dakota Valley School District. (**Note:** Courtesy copies of all print materials will be provided to the *NSC Times*)

Motion by Markve, second by Meland, to designate *K-MEG TV* as the Official Television Station and *STAR 102.3* as the Official Radio Station for the Dakota Valley School District.

Motion by Fuxa, second by Gunderson, to authorize the following:

- ❑ Supt. Leber and Business Manager Bietz to be official purchasing agents for the school district
- ❑ Leber and Bietz to be custodians of all financial accounts
- ❑ Leber and Bietz to be custodians of the activity accounts (Trust and Agency) and all federal and/or state programs
- ❑ Bietz to utilize an automatic payment plan in order to pay utility bills in a timely manner
- ❑ Board Chairperson to use signature stamp in lieu of hand signature
- ❑ Leber to close school in emergency situations and inclement weather and set chain of command in the event of superintendent's absence
- ❑ Director of Special Services, Keith Ashmore, as district representative for the SD Consolidated Grant Application
- ❑ SDHSAA membership for the 2002-03 School Year

Motion by Fuxa, second by Gunderson, to set the following compensations, fees, prices and rates schedule:

- ❑ Board Members' compensation shall be \$60.00 for regular, special and all board related meetings, with a monthly \$20.00 deduction to the board fund.
- ❑ Set substitute teachers/secretaries/custodians rate of pay as follows:
 - \$80.00 per day for certified teachers
 - \$70.00 per day for non-certified teachers
 - \$50.00 per day for secretaries
 - \$50.00 per day for non-certified educational assistants
 - \$60.00 per day for certified educational assistants
 - \$60.00 per day for custodial/maintenance subs

- ❑ Set rates for mileage, meals and lodging for authorized employees and board travel as outlined in the *Administrative Rules of SD, Article 5.01.02.11* for “out-of-state per diem rates” and *Article 5.01.02.14* for “in-state per diem rates.”

Motion by Fuxa, second by Gunderson, to set lunch prices as follows for the 2002-03 School Year:

- ❑ Breakfast (K-12 Student) \$.85
- ❑ *Reduced* Price Breakfast FREE
- ❑ Breakfast (Adult) \$.95
- ❑ Lunch (K-4 Student) \$1.70
- ❑ Lunch (5-12 Student) \$1.90
- ❑ Lunch (Adult) \$2.35
- ❑ Extra Milk \$.30

Motion by Markve, second by Meland, to set the price for the following:

- ❑ Yearbook at \$27.00 and authorize Jostens Corporation to collect the payment through their “Pay by Mail Plan.”
- ❑ Non-School related equipment usage:
 - \$.10 per copy for all photocopy machines and laser printers
 - \$2.00 first page and \$1.00 per page thereafter for fax machine usage (Sending) and \$1.00 per page (Receiving)
- ❑ Admission to varsity events and activity ticket prices:
 - K-12 Student (per event) \$2.00
 - Adults (per event) \$3.00
 - K-12 Activity Ticket \$20.00
 - Adult Activity Ticket \$30.00
 - Over Age 62 No Charge

Motion by Gunderson, second by Fuxa, to approve the request of student #2002-03-03 to graduate in January 2003.

Motion by Gunderson, second by Markve, to table the open enrollment application of Laura Vaughn for her children Rhett Chalup (1st Grade) and Collin Chalup (2nd Grade) for discussion in executive session.

Motion by Gunderson, second by Fuxa, to approve the application for public school exemption for students #0203-001, #0203-002, and #0203-003.

Motion by Markve to accept a bid in the amount of \$2,000 from Lunchtime Solutions for purchase of a surplus steam jacketed kettle. Motion *died* for lack of second. No bids were received for the surplus convection ovens.

Motion by Meland, second by Gunderson, to accept the donation of \$140 from Carol and Robert Krumwiede in memory of Dr. Milton and Jane Mohr. The donation is to be used to purchase science software for the elementary school students. The board wished to thank the Krumwiede's for their generous donation to the district.

Motion by Gunderson, second by Fuxa, to approve enrollment of Carsta Simon (12th Grade) as an ICES Foreign Exchange Student from Germany for the 2002-03 School Year.

Motion by Gunderson, second by Fuxa, to approve 2nd reading of the 2002-03 student, faculty and sub teacher handbooks.

Motion by Gunderson, second by Markve, to approve 1st and 2nd reading of Policy File DLA – *Payday Schedules* as presented.

Motion by Gunderson, second by Fuxa, to approve or accept the following:

- ❑ Contract for Kelly Knutson as K-12 Physical Education Teacher in the amount of \$26,050 (BA step 5)
- ❑ Contract for Kim Metzgar as Speech Clinician in the amount of \$34,200 (MA+15 step 8)
- ❑ Contract for Pam Ingram as 7-12 Guidance Counselor in the amount of \$29,150 (MA step 6)
- ❑ Contract for Raymond Westlund as Custodian in the amount of \$8.55 per hour (step 5)
- ❑ Resignation of Tamra Hummel as Elementary School Principal and Curriculum Director

Motion by Gunderson, second by Fuxa, to table contract offering for Kathy Bowman as Computer Lab Assistant for discussion in executive session.

Uses of Facilities requests were reviewed.

The board recessed at 8:17 pm and reconvened at 8:30 pm.

Leber and Bietz reviewed the progress of various capital projects.

Motion by Markve, second by Gunderson, to move into executive session at 8:46 pm for discussion of personnel and legal matters. Included were Leber, Bietz and Steckelberg.

Steckelberg left the session at 9:16 pm.

Executive session ended at 9:31 pm.

Motion by Markve, second by Gunderson, to offer a contract as Computer Lab Assistant (New Position) to Kathy Bowman at a rate of \$7.75 per hour per salary step 5 (Educational Assistant) of the DVCEA Negotiated Salary Schedule. (No vote taken)

Motion by Markve, second by Gunderson, to rescind the motion. All were in favor. (Note: The board directed Steckelberg to offer the position based on the above salary and Classified Employee Benefits). Motion by Fuxa, second by Meland, to table contract approval until the next meeting.

Motion by Markve, second by Gunderson, to adjourn at 9:36 pm.

Jason L. Bietz
Business Manager

Paul Dailey
Chairperson

Publish: *Leader-Courier*
July 25, 2002

Courtesy Copy: *NSC Times*
SCTRC