

Tentative Agenda

Monday, October 14, 2019

3:00 pm

** Note time change

Flandreau School Board

Middle School Conference Room

Conference Room

- I. PLEDGE OF ALLEGIANCE
- II. APPROVAL OF AGENDA
- III. COMMUNICATION – Recognition of visitors
 - a. Superintendent’s report.
 - b. Open forum *
 - c. Test scores
 - d. Disclosure/Conflict of Interest – HB 1214.
- IV. CONSENT AGENDA
 - a. Approval of minutes, financial statements, and bills.
- V. OLD BUSINESS
 - a. Discussion on ‘Board Goals’ committees
 - b. Discussion on sub pay and dual credit reimbursement.
- VII. NEW BUSINESS
 - a. Acknowledge Public School exemptions.
 - b. Discussion and approval of updated policy 5311 - Policy on Drinking/Drugs
 - c. Discussion and approval of MOA with SDSU dealing with student teachers.
 - d. Discussion and approval of use of procurement card through ASBSD
 - e. Executive session – SDCL 1-25-2 (2)
 - f. Adjournment.

• NOTE: Members of the public who desire to address the board on items of interest or concern that do not appear on the agenda are invited to do so at this time. Up to 15 minutes will be devoted to this agenda item with the board president to increase or decrease the time as needed. It would be most appreciated if you would limit your remarks to not more than 3 minutes; to appoint a spokesperson if the concern is a group concern; and to supplement verbal presentations with written reports, if necessary or desired. We ask that you remember that South Dakota law prohibits the board from discussing specific employees, their job performance, or students. If you have thoughts to share about items that are included as topics for tonight’s meeting, we would invite those comments when we reach that point in the meeting.

Weber, Rick

From: Fischer, Kristi
Sent: Thursday, October 10, 2019 11:15 AM
To: Weber, Rick
Subject: Assessment Document
Attachments: Flandreau Public Student Performance Data 2018 2019.docx

Here is a copy of the district data. A few clarifiers:

- The elementary science column is blank because no data is available.
- Subpopulation comparisons for the state numbers are not grade-level specific (I find nowhere that the state isolates subpopulation performance by grade level), therefore the numbers are the same, but still included in each chart for comparison.
- The score for individual grades (except grade 11) are based on all students tested, while the school/district totals are based only of *FAY* students. (Grade performance obtained through the assessment portal.

5th GRADE W/ M.S.

Please let me know of anything else that may need clarification.
Thank you!

Kristi Fischer
ELA Instructor/Curriculum Director
Oral Interp - Theatre
Flandreau High School

*FAY = FULL
ACADEMIC
YEAR*

"Empowering all students to become learners and leaders in a diverse and dynamic world."

Flandreau Public Student Performance Data 2018-2019

Numbers indicate percentage of students that met or exceeded the expectations on state assessment. Subpopulations noted have a minimum of 10 students per category per school.

DISTRICT OVERVIEW

	ELA	Math	Science
State	54	46	40
District	49	41	30
Flandreau Elementary	43	37	40
Flandreau Middle School	51	43	28
Flandreau High School	49	37	40

FLANDREAU ELEMENTARY

School Totals	ELA District	ELA State	MATH District	MATH State	SCIENCE District	SCIENCE State
All Students	43	54	37	46		40
Female	44	60	34	46		39
Male	42	49	40	46		42
American Indian/Alaska Native	23	23	12	14		13
Hispanic/Latino	36	39	18	29		24
Two or More Races	50	49	50	40		34
White/Caucasian	56	61	56	53		47
Economically Disadvantaged	22	36	15	28		25
Students with Disabilities	15	19	25	16		14

Grade Level Totals	Number of Students	ELA District	ELA State	MATH District	MATH State
Grade 3	49	43	48	35	51
Grade 4	49/52	45	49	40	48
Grade 5	59/60	51	53	33	40

FLANDREAU MIDDLE SCHOOL

School Totals	ELA District	ELA State	MATH District	MATH State	SCIENCE District	SCIENCE State
All Students	51	54	43	46	28	40
Female	56	60	39	46	22	39
Male	47	49	47	46	34	42
American Indian/Alaska Native	37	23	25	14	17	13
Hispanic/Latino	58	39	16	29	8	24
White/Caucasian	59	61	57	53	39	47
Economically Disadvantaged	35	36	22	28	14	25
Students with Disabilities	6	19	9	16	6	14

Grade Level Totals	Number of Students	ELA District	ELA State	MATH District	MATH State
Grade 6	67	51	50	48	40
Grade 7	52	55	53	42	44
Grade 8	61/62	50	51	37	42

FLANDREAU HIGH SCHOOL

School Totals - GRADE 11	ELA District	ELA State	MATH District	MATH State	SCIENCE District	SCIENCE State
All Students	49	54	37	46	40	40
Female	63	60	50	46	44	39
Male	37	49	26	46	37	46
American Indian/Alaska Native	38	23	23	14	23	13
White/Caucasian	60	61	67	53	60	47
Economically Disadvantaged	35	36	20	28	25	25

SCHOOL BOARD MEETING

September 9, 2019

The Board of Education of the Flandreau School District No. 50-3, Flandreau, Moody County, South Dakota, met in regular session in the Middle School conference room at 6:00 p.m. Board members Jamie Hemmer, Brian Johnson, Kelly Kontz, and Tom Stenger were present. Superintendent Rick Weber, Business Manager Stacey VanBeek and Principals Nichole Herzog and Brian Relf were also present. Board members Kevin Christenson and Tammy Lunday were absent.

The Pledge of Allegiance was recited.

09-039.19 Motion by Johnson, seconded by Kontz to approve the agenda. All voted aye.

New certified staff members introduced themselves to the Board: Kimberly Bergstrom, Suzie Cleveland, Mazie Elrod, Julie Hagggar, Dalton Hannasch, Amanda Jensen, Janet Jorgenson, Makenna Macdonald, Chelsea Molden, Jennifer Perryman, Jennifer Rieff, Ashley Stenger, Paula Wortham.

Visitors to the meeting: Travis Ahrens, Owen Parsley, Jean Pulscher, Brenda Wade Schmidt.

Board member Kari Burggraff arrived at 6:05 p.m.

Superintendent's and principals' reports were given.

Open forum – Burggraff asked about the possibility of classified staff being paid more than once a month. Kontz asked about dual-credit reimbursement for students.

There were no Conflict of Interest disclosures to report for this month.

09-040.19 Motion by Johnson, seconded by Burggraff to approve the consent agenda consisting of minutes for the regular meeting on August 12, 2019; the financial reports as of August 31, 2019; the bills in the amount of \$115,504.00 be allowed from General Fund; \$71,821.47 be allowed from Capital Outlay Fund; \$48,858.48 be allowed from Special Education Fund; \$18,108.58 be allowed from Food Service Fund. All voted aye.

Board goals and committee assignments were reviewed.

The board acknowledged applications for public school exemption.

09-041.19 Motion by Burggraff, seconded by Johnson to approve the open enrollment applications as presented. All voted aye.

09-042.19 Motion by Johnson, seconded by Burggraff to approve the following stipends for PBIS training and meals: Kali Ahlers \$396; Josh Cleveland \$396; Kimberly DeKruif \$396; Julia Fargen \$396; Kristi Fischer \$396; Jamie Fryslie \$396; Trisha Hess \$396; Justin Kelm \$262; Kari Lena-Helling \$396; Samantha Luze \$396; Chelsea Molden \$396; Pat Weight \$396. All voted aye.

09-043.19 Motion by Hemmer, seconded by Kontz to set the adult meal price at \$3.75 for the 2019-2020 school year. All voted aye.

The board acknowledged Lunchtime Solutions, Inc. food service staff: Deb Emmert (Regional Supervisor), Amy Lahr (local supervisor), Charleen Cain, Heather Froke, Heidi Hanson, Janet Chamblin, Sarah Komplien.

The board acknowledged Harlow's Bus Service staff: Jerry Tandeski (supervisor), Sally Johnson, Mike Johnson, Jon Sanders, Bruce Gorham, Garnet Paulson, Dan Warborg, Dave Flatten, Carl Leraas, Brett Johanson.

09-044.19 Motion by Burggraff, seconded by Johnson to accept the resignation of Vance Jandreau, high school evening custodian, effective 8/30/19. All voted aye.

09-045.19 Motion by Burggraff, seconded by Kontz to accept the resignation of Ben Maras, elementary day custodian, effective 9/18/19. All voted aye.

09-046.19 Motion by Burggraff, seconded by Hemmer authorizing an executive session of the Board in accordance with SDCL 1-25-2 regarding (1). All voted aye. The Board thereupon went into executive session at 6:40 p.m. All matters having been considered, President Stenger declared the executive session over. The Board resumed in open session at 7:02 p.m.

09-047.19 Motion by Kontz, seconded by Johnson to approve the contract of Kimberly Bergstrom, high school special education at \$42,000 with a \$1,000 signing bonus. All voted aye.

09-048.19 Motion by Burggraff, seconded by Hemmer to approve the contract of Tala Whiteskunk, paraprofessional, at \$11.80/hour. All voted aye.

09-049.19 Motion by Johnson, seconded by Kontz to approve the contract of Mikiyela Colombe, paraprofessional, at \$11.80/hour. All voted aye.

09-050.19 Motion by Kontz, seconded by Johnson to approve the contract of Claudine Lagge, paraprofessional, at \$11.60/hour. All voted aye.

Gross salary for August is as follows: Instruction \$3,210.63; Support Services \$47,345.76; Social Security \$3,687.19; Retirement \$2,894.49; Insurance \$6,880.35. Special Education Fund: Instruction \$971.36; Support Services \$14,429.11; Social Security \$1,122.91; Retirement

\$798.72; Insurance \$2,453.40. Driver's Education Fund: Instruction \$1,892.00; Social Security \$144.74; Retirement \$113.52.

09-051.19 There being no further business, motion by Burggraff, seconded by Kontz to adjourn the meeting at 7:04 p.m.

Tom Stenger, President

Stacey VanBeek, Business Manager

Flandreau School District #50-3

(Published once at the total approximate cost of _____.)

TRUST AND AGENCY FUND
FINANCIAL REPORT
MONTH ENDING SEPTEMBER 30, 2019

ACCOUNTS	BEGINNING BALANCE	DISBURSEMENTS DURING MONTH	RECEIVED DURING MONTH	END OF MONTH TOTAL
CHEERLEADER CLUB	3,159.39	120.92	-	3,038.47
CLASS OF 2019	771.06	-	-	771.06
CLASS OF 2020	2,317.63	-	-	2,317.63
CLASS OF 2021	(683.83)	3,968.70	5,813.00	1,160.47
COMMUNITY REWARDS	7,660.04	115.80	-	7,544.24
EDUCATION FOUNDATION	-	-	-	-
ELEMENTARY ACTIVITY	6,925.27	3.94	13.12	6,934.45
ELEMENTARY WEEKEND FUEL	5,896.90	556.45	-	5,340.45
FLEX PROGRAM	11,771.19	3,609.80	3,868.88	12,030.27
FFA	5,028.93	69.61	-	4,959.32
FFA LAND PLOT	-	-	-	-
IMPREST	2,811.80	4,232.35	1,188.20	(232.35)
MIDDLE SCHOOL ACTIVITY	5,843.42	-	-	5,843.42
NATIONAL HONOR SOCIETY	167.04	-	91.71	258.75
PAYROLL WITHHOLDING	18,539.85	47,588.37	47,981.61	18,933.09
PBIS	-	32.84	350.00	317.16
REVOLVING ACCOUNT	0.00	20.00	20.00	0.00
SCHOLARSHIP - BECHEN	11,499.47	-	-	11,499.47
SCHOLARSHIP - EVANS	-	-	-	-
SCHOLARSHIP - FFA LAND	83,190.43	-	-	83,190.43
SCHOLARSHIP - FULLER	6,677.86	-	-	6,677.86
SCHOLARSHIP - GENERAL	16,704.26	-	-	16,704.26
SCHOLARSHIP - JELLIFE	6,000.00	-	-	6,000.00
SCHOLARSHIP - DAKOTALAYERS	5,600.81	-	-	5,600.81
SCHOLARSHIP - LEE	206,778.72	-	-	206,778.72
SCHOLARSHIP - MASONIC	20,000.00	-	-	20,000.00
SCHOLARSHIP - RICE	6,000.00	-	-	6,000.00
SCHOLARSHIP - RUSCH	72,000.00	-	-	72,000.00
SCHOLARSHIP - WITTERN	6,210.12	-	-	6,210.12
SCHOLARSHIP - HURSEY	-	-	-	-
SCHOLARSHIP - JONES	-	-	-	-
SCHOLARSHIPS - SUTTON/ACKERMAN	-	-	-	-
SCHOOL EMP. CONTRIBUTIONS--HS	513.14	113.26	2,870.00	3,269.88
SCHOOL EMP. CONTRIBUTIONS--MS	-	-	-	-
SCHOOL EMP. CONTRIBUTIONS--EL	-	-	-	-
SMOOTHIE SHOP (LIFESKILLS)	115.69	-	-	115.69
STUDENT BODY ACCOUNT - HS	1,074.12	33.53	5.18	1,045.77
STUDENT COUNCIL - HS	276.24	1,067.85	1,518.99	727.38
TITLE VI STUDENT FUNDRAISING	22.56	-	-	22.56
TITLE VI UNITED WAY (AFTER SCH GRAN	691.42	-	-	691.42
TOURNAMENT PLAYOFFS	-	-	-	-
TOTALS	513,563.53	61,533.42	63,720.69	515,750.80

FLANDREAU SCHOOL DISTRICT #50-3
 FINANCIAL REPORT FOR THE MONTH
 ENDING September 30, 2019

	General Fund	Capital Outlay Fund	Special Education Fund	Pension Fund	Impact Aid Fund	Bond Redemp. Fund	Food Service Fund	Enterprise Fund (DE)	Trust and Agency Fund
Balance forward:	1,438,531.61	725,347.23	(5,594.60)	-	452,362.75	85,704.40	186,933.30	7,640.43	513,563.53
Local Sources:									
Taxes	9,386.63	9,040.39	5,127.80			1,637.28			
Interest	1,971.32	993.98	-			117.17	256.12		
Co-Curricular	6,378.00				619.89				
Misc	230.00						55.97		
Meals/milk							11,456.53		
Student Activities									56,999.27
Transfers In/Out									
Intermediate Sources:									
County Apportionment	15,581.25								
State Sources:									
State Aid	233,887.00		21,082.00						
State Apportionment									
Bank Franchise Tax									
Impact Aid									
Mentor teachers									
Federal Sources:									
Grants	28,225.00		10,832.00						10,460.00
Total Revenue:	295,659.20	10,034.37	38,310.39	-	619.89	1,754.45	22,228.62	-	63,720.69
Total Available:	1,734,190.81	735,381.60	32,715.79	-	452,982.64	87,458.85	209,161.92	7,640.43	577,284.22
Disbursements:	(471,665.97)	(71,821.47)	(137,842.07)	-	-	-	(21,290.87)	-	(61,533.42)
Balance on hand 9-30-19	1,262,524.84	663,560.13	(105,126.28)	-	452,982.64	87,458.85	187,871.05	7,640.43	515,750.80

BILL LISTING - October 14, 2019

GENERAL FUND:

A-Ox Welding Supply	Supplies	71.98
Amazon	Supplies	771.45
Avera Flandreau Hospital	Services	621.30
Avera Heart Hospital	Supplies	79.00
Best Western Vermillion	Lodging	368.00
BMO	Supplies	138.02
Booster	Ads	52.00
Brookings Engraving	Services	71.00
Brookings Register	Subscription	158.00
Buhl's	Services	179.18
Churchill, Manolis, Et Al	Legal conf	140.00
City of Flandreau	Utilities	20,505.00
Dakotacare	Services	261.55
Dave's Appliance	Repairs	50.18
DeMoulin	Supplies	62.46
Ebsco	Subscriptions	275.96
Elite Business Systems	Maintenance	38.38
Eng Services	Services	2,340.00
Flandreau Building Center	Supplies	254.36
Flandreau Flower Shoppe	Memorial	300.00
Flinn Scientific	Supplies	187.60
G&R	Repairs	1,990.50
Harlow's	Bus services (2.5 months)	70,913.12
Harves Sport Shop	Supplies	1,942.20
Hauff Midamerica Sports	Supplies	70.10
Infinite Campus	Services	450.00
JCL	Supplies	882.45
Johnson Controls	Repairs	809.68
Justice Fire & Safety	Maintenance	250.26
JW Pepper	Supplies	155.55
Knowledge Matters	Supplies	2,600.00
Krull's Garage	Services	1,023.11
Lopez, Sara	Interpreter	37.50
Maynards	Supplies	139.69
MidAmerican Energy	Utilities	403.33
Moody County Enterprise	Ads, legals	238.58
Office Peeps	Copier Maint	2,945.27
Patriot Electric	Supplies	208.14
Popplers	Music	976.15
Powers Oil	Gasoline	723.30
Prairie Lakes Education Coop	Services	137.86
Ramkota Hotel	Lodging	512.00
RealityWorks	Supplies	2,621.92
River's Edge	Gasoline	133.40
Ross, Rebekah	Background check	43.25
SASD	Dues	639.00
Scholastic	Subscriptions	4,174.76
School Arts	Subscription	24.95
School Specialty	Supplies	616.00
SDSCA	Registration	60.00
Sherwin Williams	Paint	1,233.66
Sparkle Car Wash	Services	2.25
Spiering, Nancy	Background check	43.25
Student Assurance Services	Insurance	1,290.00
Sturdevants	Supplies	3.99
Swiftel	Services	90.00
Trust & Agency--Imprest		
Cherry Creek	Big East AD meals	103.90
Greg Fjerestad	FB official	125.00
Troy Hansen	FB official	125.00
Tom Penisten	FB official	167.00
David Schiefen	FB official	125.00
Elizabeth Schutt	VB official	141.24

Ryan Thim	VB official	125.00	
Nicole Yseth	VB official	90.00	
Diane Anderson	VB official	188.64	
Gary Duffy	VB official	252.00	
Terry Duffy	VB official	210.00	
Belinda Miller	VB official	180.24	
Arlington School District	XC entry fee	30.00	
BMO	MS vocabulary	96.00	
Garretson School District	XC entry fee	40.00	
SDASP	Registration	175.00	
USD Dept of Music	All state practice entry fee	55.00	
Flandreau Schools	Overpayment of laptop fee-move to lunch acct	25.00	
Amazon	Supplies	-121.13	
Argus Leader	MCRC Subscription	259.76	
Dale Beukelman	FB official	167.00	
Gene Bjorklund	VB official	120.24	
Vonda Bjorklund	VB official	90.00	
Brad Coleman	FB official	125.00	
Dell Rapids School	XC entry fee	35.00	
Kevin Krull	FB official	125.00	
Darren Nelson	FB official	125.00	
NSU	marching band reg	65.00	
TIE	Indian Ed Summit	450.00	
Aaron VandeBerg	FB official	125.00	
Watertown School District	Golf entry fee	40.00	3,859.89
United Laboratories	Supplies		547.33
VanBeek, Stacey	Conference meals		48.00
Vast Business	Telephone services		736.40
Verizon	Telephone services		97.53
Walmart	Supplies		192.08
Whipkey, Brenda	Mileage		50.00
	TOTAL GENERAL FUND		130,839.87

CAPITAL OUTLAY FUND:

Convergint	Security system	4,352.10	
Ekern	Sink installation	2,067.00	
Follett	Library books	507.94	
Green Eggs and Ram	SRO computer	1,617.00	
Houghton Mifflin	Textbooks	914.48	
Innovative	Tables, chairs, whiteboard	4,001.81	
Popplers	Piano curriculum	630.90	
Riddell	Helmets	194.09	
Rogue Fitness	Supplies	3,800.19	
School Specialty	Supplies	449.76	
SHI	Licenses	2,413.00	
Sterling Computers Corp	Chromebooks	27,186.00	
Trust & Agency--Imprest			
Amazon	372.42		372.42
Varsity	Cheer warm ups		1,900.07
	TOTAL CAPITAL OUTLAY FUND		50,406.76

SPECIAL EDUCATION FUND:

Cardmember Services	Services	108.87	
Provider	Services	2,833.25	
Goodcare	Services	5,519.34	
Krulls Garage	Repairs	49.77	
Provider	Services	16,721.00	
Maynards	Supplies	15.30	
Provider	Services	6,237.30	
Nord, Rich	Bus wash	38.34	
Petty Cash--Life Skills	Supplies	43.59	

Powers Oil	Gasoline	1,828.28
Prairie Lakes Educational Coop	Services	3,788.94
Provider	Services	144.19
Trust & Agency--Imprest		
Amazon	Supplies	<u>0.04</u> 0.04
Verizon Wireless	Telephone services	<u>109.38</u>
	TOTAL SPECIAL EDUCATION FUND	37,437.59

FOOD SERVICE FUND:

Green Eggs and Ram	Cashier computers	1,374.00
Ing & Greg's	Services	153.80
Lunchtime Solutions	Services	<u>40,568.58</u>
	TOTAL FOOD SERVICE FUND	42,096.18

FLANDREAU SCHOOL DISTRICT TRANSPORTATION REPORT

Month: Sep-19
 Days in
 Session:

Bus No	Begin Month	End Month	Total Miles	Other Miles	Activity Miles Bus	Activity Miles Van	Actual Route Miles	Miles Per Day
64	3/21/16	3/8/16	1626		756		870	70
76	7/21/07	7/34/58	1351		382		969	80
66	4/30/36	4/42/89	1283				1253	80
3	1/8/11	2/10/25	2414		45		2369	86
62	9/5/92	9/7/382	1390				1390	78
11	3/6/035	3/7/078	1043		649		394	
25	7/9/363	8/62/65	902				902	
75	1/17/35	1/19/21	186				186	

Fuel Contract Price: \$ 2.00
 (Add or deduct \$.01 per mile for each
 \$.05 increase or decrease per gallon.)
 Current Fuel Price: \$2.95
 Bus Routes \$/mile: \$ 3.18
 Activity Bus \$/mile: \$ 2.70
 Van \$/mile: \$ 2.33
 M-B Route
 Route Charge: \$ 50,105.13
 Activity Charge \$ 6,400.95
 Other: \$ 14,407.04
 Total: \$ 70,913.12

ACTIVITY TRIPS

September 25.819.69/October 24285.44

Bus No.	Date	Destination	Purpose	Bus Miles	Van Miles	Bus Cost	Van Cost	Layover Time	Layover Cost	Total Cost	Budget Item 6500-
11	3-Sep	Salem	XC	132		356.40		4	59.92	416.32	690
64	3-Sep	Clear Lake	JHVB	130		351.00		3	44.94	395.94	620
64	5-Sep	Tri-Valley	JHVB	80		216.00		3	44.94	260.94	620
3	6-Sep	Dell Rapids	FB	45		121.50		6.5	97.37	218.87	610
11	10-Sep	Garretson	XC	60		162.00		5.5	82.39	244.39	690
76	10-Sep	White	JHVB	78		210.60		3.5	52.43	263.03	620
64	10-Sep	White	VB	78		210.60		5	74.90	285.50	620
11	13-Sep	Volga	FB	72		194.40		6	83.88	278.28	610
11	14-Sep	Garretson	VB	60		162.00		6.5	97.37	259.37	620
76	16-Sep	Volga	JVFB	72		194.40		2.5	37.45	231.85	610
64	16-Sep	Madison	VB	66		178.20		4	59.92	238.12	620
76	17-Sep	Garretson	JHVB	60		162.00		3	44.94	206.94	620
11	17-Sep	Lake Region	XC	120		324.00		4	59.92	383.92	690
64	19-Sep	Garretson	VB	80		162.00		7	104.86	266.86	620
64	21-Sep	Lake Preston	VB	122		329.40		7	104.86	434.26	620
64	24-Sep	Montrose	VB	120		324.00		6	89.88	413.88	620
11	26-Sep	Arlington	HS Band	100		270.00		4.5	67.41	337.41	690
64	26-Sep	Arlington	JH Band	100		270.00		4.5	67.41	337.41	690
76	27-Sep	Bridgewater	FB	172		464.40		5.5	82.39	546.79	610
11	26-Sep	Dell Rapids	XC	45		121.50		5	74.90	196.40	690
11	30-Sep	Brookings	Seniors	60		162.00		1.5	22.47	184.47	10113100331
TOTAL										\$ 6,400.95	

School Board Goals/Strategic Plan

Communication:

Kari Burggraff – Board member

Brendan Streitz – Admin

Brenda Whipkey

John Bechen

Susan Damm

Academic Programs:

Jamie Hemmer – Board member

Niki Herzog – Admin

Laura Peters

Megan Severtson

Staff Retention:

Brian Johnson – Board member

Justin Kelm – Admin

Jenny LeBrun

Jenna Sorsen

School Pride:

Kelly Kontz – Board member

Brian Relf – Admin

Amber Hoffman

Lori Kneebone

Owen Parsley

Gail Keating

Policies and Procedures:

Kevin Christenson – Board member

Rick Weber – Admin

Marietta Gassman

Travis Ahrens

Abby Hawks

Beth Kayner

Professional Development:

Kristi Fischer – Admin

Gail Veldkamp

Julie Relf

Ann Kuper

<u>School District</u>	<u>Pay frequency</u>	<u>Sub Pay</u>	<u>Dual Credit Reimbursement</u>
Brandon	Once a month	\$125/day, \$150 after 15 days	No
Centerville	Once a month	\$90/day	No
Chester	Once a month	\$100/day, \$115 after 5 days	No
Colman-Egan	Once a month	\$90/day certified, \$85 non-certified	No
Dakota Valley	Twice a month	\$110/day days 1-20, \$125 days 21-40, \$150 for 41+ days; non-certified \$90/day	WI/TCC bills school
Dell Rapids	Once a month	\$90/day through day 10, \$95 next 20 days, \$100 after, \$13.50/hr para subs	No
Elk Point-Jefferson	Once a month	\$95/day	No
Elkton	Once a month, 20th	\$110/day certified, \$80/day non-certified	No
Flandreau	Once a month, 20th	\$90/day, \$10.50/hr for classified staff, \$120 long term 6-20 days, \$221.14/day 21+ days	No
Gayville-Yolin	Twice, 15th and 30th	\$95/day	No
Harrisburg	Twice	\$120 first 10 days, \$150 after	No
Madison	Once a month	\$95/day, \$105/day if have teacher license	No
Marion	Twice, 5th and 20th	\$105/day certified, \$95/day non-certified	No
McCook Central	Twice, 10th and 25th	\$95/day	No
Memno	Twice		No
Oldham-Ramona	Once a month	\$100/day, Hourly for secretary or custodian	No
Parker	Twice, 15th and last day	\$110/day, \$120 long term 20+ days	No
Rutland	Twice, 15th and 30th	\$90/day, \$95 long term	No
Sioux Valley	Once a month	\$100/day	No
Tea Area	Twice, 15th and last day	\$100 for non-degreeed, \$110 for four year degree, \$120 long term	Scholarship
Teachwell	Once a month	\$136/day	No
Viborg	Twice, 15th and 30th		No
West Central	Twice, 10th and 25th	\$110/day	No

**Several business managers who said they pay twice a month said their assistant business manager does most of the payroll

POLICY ON DRINKING/DRUGS

No student shall possess, use, sell, or dispense any controlled or mind-altering substance, including, but not limited to, glue for inhaling, drugs, alcohol, wine, beer, etc. during a school activity or on school property, which includes building, grounds, parking lot, and school buses. Any student who reports to school or activity with evidence of having used the substances shall be subject to penalties which may range from a minimum long-term suspension to a maximum expulsion. Violation of the above policy will result in referral to a law enforcement agency.

A. First Offense

1. The administration will try to notify the parent(s)/ guardian(s) by phone to explain the incident and arrange a conference.
2. The administration will recommend student for 30 days' long-term suspension in compliance with student due process procedures.
3. The administration will notify the parent(s)/guardian(s) in writing of the suspension.
4. The administration will notify available law enforcement authorities.

B. Second Offense

1. The administration will try to notify the parent(s)/ guardian(s) by phone to explain the incident and arrange a conference.
2. The administration will recommend student for 90 days' long-term suspension in compliance with student due process procedures.
3. The administration will notify the parent(s)/guardian(s) in writing of the suspension.
4. The administration will notify available law enforcement authorities.

C. Third Offense

1. The administration will try to notify the parent(s)/ guardian(s) by phone to explain the incident and arrange a conference.
2. The administration will recommend student for expulsion in compliance with student due process procedures.
3. The administration will notify the parent(s)/guardian(s) in writing of the suspension.
4. The administration will notify available law enforcement authorities.

A student who agrees to be evaluated and treated will be considered for a less severe consequence. The administration will provide a list of agencies/professionals who can do the assessment and provide treatment. The student must agree to be evaluated and treated by a trained chemical dependency counselor or a licensed physician trained in chemical dependency. Upon appropriate authorization, the agency or professional notifies the administration that the student accepted treatment. If the student is accepting treatment, the recommendation for expulsion will be commuted to a long-term suspension. Fees for this assessment and treatment are the responsibility of the student and family.

Supplying, distributing or selling a drug, alcohol or material represented to be a controlled substance

A. First and subsequent offense

1. The administration will try to notify the parent(s)/ guardian(s) by phone to explain the incident and arrange a conference.
2. The administration will recommend student for expulsion in compliance with student due process procedures.
3. The administration will notify the parent(s)/guardian(s) in writing of the suspension.
4. The administration will notify available law enforcement authorities.

MEMORANDUM OF AGREEMENT ESTABLISHING A TEACHER EDUCATION HUB

By and Between

SOUTH DAKOTA STATE UNIVERSITY (hereinafter, "SDSU"),

and

Flandreau School District 50-3

_____ School District

_____ School District

_____ School District

(hereinafter, "Districts" or, individually, "District")

I. PURPOSE

SDSU and Districts have executed, and anticipate executing in the future certain agreements to place teacher candidates of the SDSU Teacher Education Program (hereinafter, "Program") in Districts' schools, in order for the candidates to obtain required field experience for the award of a degree. To augment the Program's effectiveness and more efficiently employ the resources of all parties, SDSU and Districts intend by this Agreement to partner in the development and operation of a Teacher Education Hub (hereinafter, "Hub")—a collaborative, group-based initiative for supporting and evaluating the in-classroom performance of Program teacher candidates assigned to schools in Districts that are in close proximity to each other. The Hub shall entail a regular meeting where teacher candidates and their clinical faculty, clinical educators, and clinical mentors meet to exchange ideas and review video of teacher candidate in-classroom performance to provide feedback and evaluations. This initiative also includes, but is not limited to:

- a. Placement and support for the full year residency and semester long programs involved in the SDSU Teacher Education program.
- b. Placement and support for the early field experiences involved in the SDSU Teacher Education program.
- c. Professional development for clinical educator teachers in the Hub schools.

II. TERM & EFFECT

- a. This Agreement is open-ended.
- b. The Commitments of this Agreement as between SDSU and any single District will, unless explicitly stated otherwise, commence each time SDSU and the District sign a "Secondary/K-12 Field Experiences" agreement—a copy of which is attached as **Exhibit A** to this Agreement—or like agreement (hereinafter, "Underlying Agreement"). Any Underlying Agreement, when signed by SDSU and the District, shall be incorporated into this Agreement as if an addendum and an attachment hereto.
- c. The Commitments of this Agreement shall continue between SDSU and a District for the duration of their Underlying Agreement, unless explicitly stated otherwise, and those Commitments shall be renewed with each subsequent Underlying Agreement signed between SDSU and the District, which shall, in turn, similarly set the duration of this Agreement's Commitments between them. There shall not be any limit to the number of Underlying Agreements that trigger the Commitments under this Agreement.
- d. This Agreement may be terminated by SDSU for any or no cause within thirty (30) days of SDSU serving written notice of the termination on the participating Districts.

- e. A District may only rescind its participation in this Agreement, and sever its rights and commitments hereunder, when no Underlying Agreement between the District and SDSU is effective, and within thirty (30) days of the District serving written notice of the rescission on SDSU and the other participating Districts. Such rescission may be for any or no cause, and the rescission shall be reduced to writing. Termination of this Agreement shall occur when all Districts rescind their participation in this Agreement.

III. SDSU COMMITMENTS

- a. SDSU shall involve the faculty of its Department of Teaching, Learning, and Leadership in the Hub to improve the quality of teaching and learning through such efforts as research or investigations of mutual interest. These efforts shall be undertaken under the guiding principle of demonstrating research-based educator practices and technologies by exemplary school-based mentors, teacher candidates, and the SDSU faculty.
- b. Teacher candidates will be approved by SDSU faculty each year. The candidates will fill out the necessary applications to be considered for a clinical placement, providing references, transcripts, and other information as deemed necessary by SDSU.
- c. SDSU will compensate District-provided clinical educators for their role in clinical supervision duties associated with the full-year residency and semester-long programs. The compensation rate will be determined on an annual basis. Graduate credits may be available to clinical educators for clinical supervision duties.
- d. SDSU will assign a clinical mentor to assist and support both teacher candidates and clinical educators to reflect, dialogue, and study their experiences in the classroom, examine video-recordings of each other's teaching, and address questions emerging from this practice. The SDSU clinical mentor will meet every three weeks, on average, for two hours with the teacher candidates and clinical educators within each Hub or provide supervision at a similar level.
- e. SDSU will share data regarding performance of the residency program and teacher candidates with the Districts in accordance with the Family Educational Rights and Privacy Act (FERPA).
- f. SDSU Department of TLL will collaborate with Districts in the selection of clinical educators. The total number of clinical educators and teacher candidates at the Hub sites will be determined annually based on need and availability of clinical educators.
- g. Teacher candidates must:
 - 1. Meet TLL requirements for placement considerations in the residency or semester long program. These requirements could include a background check and insurance coverage, meeting minimum GPA requirements, recommendations from early field experience supervisors and passing scores on PRAXIS exams.
 - 2. Be fully enrolled in the Program at SDSU and registered for course work toward graduation during their involvement with the residency or semester long program.
 - 3. Be under joint supervision of the clinical mentor and clinical educator in the school they are assigned. The clinical supervisory team will be headed by assigned SDSU faculty and clinical faculty mentor, with involvement from the clinical educator and building principal
 - 4. Be personally responsible for individual health insurance and professional liability insurance.

IV. DISTRICTS COMMITMENTS

- a. Districts will each select clinical educators from the existing school staff to work with the teacher candidates and the SDSU faculty. Districts will collaborate with SDSU to match the interests and capabilities of clinical educators with those of the teacher candidates. The clinical educators will be selected on the basis of exemplary contributions to education, leadership and their commitment to preparing others for the profession. Specific requirements for clinical educators include:
1. Three years of successful K - 12 teaching.
 2. Certification in the area(s) the teacher candidate is to be placed.
 3. Administrator approval and recommendation to serve as a clinical educator.
 4. Completion of Co-Teaching training or intent to complete training.
 5. Completed application by the clinical educator.
- b. Clinical educators will assume the following responsibilities regarding the teacher candidate: assigning work, observing, supervising, critiquing, keeping records, and filing necessary reports to SDSU. Clinical educators are also expected to participate in clinical mentoring seminars every three (3) weeks and assist teacher candidates in the process of reflection on their practice. Teacher candidates shall be allowed to engage in an increasingly full year classroom experience (beginning with a few days in semester 7 and culminating in everyday in semester 8).
- c. Districts may provide paid opportunities to teacher candidates during the residency experience in the form of vouchers for reduced or free services from community businesses; substitute teaching (ten (10) days maximum); free breakfast and/or lunch; free tickets to school extracurricular activities; or other approved opportunities through the schools in which teacher candidates are placed. Teacher candidates will be individually responsible for the expenses of their SDSU tuition, fees, travel, books, and other costs of undergraduate study.
- d. Districts will share appropriate student achievement data for evaluation and program improvement in accordance with FERPA and as required for national accreditation purposes.
- e. Districts will allow video-recording of classroom instruction for professional development and candidate assessment purposes. Proper releases will be executed in accordance with District and SDSU policy and procedures.
- f. Hubs may be required to provide classroom space for embedded course work during clinical experiences.

V. TERMS AND CONDITIONS. The following provisions shall apply at all times for the duration of this Agreement:

- a. **Indemnification and Hold Harmless Clause.** Each District understands, agrees to, and shall indemnify, defend, and hold harmless the State of South Dakota, SDBOR, SDSU, as well as their officers, agents and employees, (hereinafter, "Indemnitees") from any and all claims, demands, suits, actions, proceedings, loss, costs, and damages of every kind and description, including attorneys' fees and/or litigation expenses, which may be brought or made against or incurred by Indemnitees on account of loss of or damage to any property, or for injuries to or the death of any person, where the loss, damage, injury, or death is caused by, arises out of, or is in any way related to, in whole or in part, any act, omission, professional error, fault, mistake, or negligence of that District, its employees, agents, representative, or subcontractors, or their subcontractors' employees, agents, or representatives, in connection with or incidental to the performance of this Agreement and/or any Underlying Agreements, or arising out of Workers' Compensation claims, or Unemployment Disability Compensation claims of employees of that District and/or its subcontractors or claims under similar laws and obligations, and that this aforementioned obligation shall survive the termination/rescission, or the end of, this Agreement and in perpetuity. Districts and SDSU recognize that each District's obligation under this Provision shall not extend to any liability caused by the sole negligence of the Indemnitees.

- b. **FERPA.** Each District and SDSU shall also maintain the confidentiality of student records in accordance with the Family Educational Rights and Privacy Act (20 U.S.C. § 1232g; 34 CFR Part 99) ("FERPA"). Confidential student records and information ("Student Information") includes hard copy, and any other format or medium, student education record information and personally identifiable information contained therein as defined by FERPA. Each District and SDSU agree to abide by the limitations on re-disclosure of personally identifiable information from education records set forth by FERPA and with the terms set forth herein. 34 CFR 99.33(a)(2) states that the officers, employees and agents of a party that receives Student Information may use the information only for the purpose(s) for which the disclosure was made. Recipient party or parties to this Agreement shall not use or disclose Student Information received from or on behalf of the disclosing party or parties to this Agreement except as permitted or required by the Agreement, as required by law, or as otherwise authorized in writing by the disclosing party or parties. Each District and SDSU agree not to use Student Information for any purpose other than the purpose for which the disclosure was made. Upon termination, cancellation, expiration or conclusion of the Agreement, recipient party or parties shall return all Student Information to the disclosing party or parties or, if return is not feasible, destroy all Student Information. Each District and SDSU shall develop, implement, maintain and use appropriate administrative, technical and physical security measures to preserve the confidentiality, integrity and availability of all electronically maintained or transmitted Student Information received from, or on behalf of the disclosing party or parties or their students. These measures will be extended by Agreement to all subcontractors used by each District. The recipient party or parties shall report to the disclosing party or parties any use or disclosure of Student Information not authorized by this Agreement or authorized in writing by the disclosing party or parties.
- c. **Insurance.** SDSU, as an entity of the State of South Dakota, is entitled to certain immunities under South Dakota law, including but not limited to SDCL chapters 3-21 and 3-22, as well as participation in the Public Entity Pool for Liability agreement. Districts and SDSU agree that such insurance shall satisfy all insurance requirements as to SDSU for this Agreement.
- d. **Governing Law.** This Agreement shall be interpreted according to the laws of the State of South Dakota.
- e. **Non-Discrimination.** Districts and SDSU agree to be bound by applicable state and federal laws and regulations governing Equal Employment Opportunity and Non-Discrimination, and to similar SDBOR and SDSU policy requirements.
- f. **Non-Agency.** Districts and SDSU agree that each District's employees are not agents or employees of the other Districts or of SDSU. Districts and SDSU agree that SDSU's employees are not agents or employees of the Districts.
- g. **Funding Out.** Districts and SDSU acknowledge that legislative action, including the failure of the Legislature to appropriate funds, may require the curtailment or termination of some or all of SDSU programming and support, which in turn may impact the availability of personnel, students, and facilities to be used under this Agreement. Districts and SDSU acknowledge further that they are obligated to respond to such legislative action and may determine that it is necessary in the public interest to curtail this Agreement based on these considerations.
- h. **Anti-Kickback.** Districts and SDSU certify that they have not paid kickbacks directly or indirectly to anyone for the purpose of obtaining this Agreement and agree to cooperate fully with any U.S. agency investigating a possible violation of anti-kickback laws.
- i. **Severability.** If any term of this Agreement is declared by a court having jurisdiction to be illegal or unenforceable, the remaining terms shall not be affected, and, if possible, the rights and commitments of Districts and SDSU are to be construed and enforced as if the Agreement did not contain the term.

j. **Waiver.** No provision of this Agreement shall be considered waived by SDSU unless the waiver is expressed in writing and executed as a supplement to this Agreement. A waiver by SDSU of any breach of duty or covenant under this Agreement is not a waiver of any subsequent breach of the same.

k. **Miscellaneous.** All matters not authorized expressly by the terms of this Agreement shall be reserved to the discretion of SDSU. The terms of this Agreement supersede all conflicting terms of associated agreements.

VI. SIGNATURES AND EXECUTION

By their signatures below, each District's representative certifies that they are duly authorized to act on the behalf of their respective District and so bind the District to this Agreement. Further, by their signatures below, the Districts signify their agreement to all of the terms and conditions described above, and their complete reading and understanding of the same, including Indemnity and Hold Harmless provisions that serve as waivers of important rights and as substantial responsibilities to each District. Districts and SDSU recognize that the Effective Date of this Agreement as to each District shall be the latest of the date-of-signature of the Provost of SDSU or either representative of the District.

FOR SDSU:

 Dr. Jill Thorngren, Dean DATE
 SDSU College of Education and Human Sciences

 Dr. Dennis Hedge, Provost DATE
 South Dakota State University

FOR DISTRICTS:

_____, President DATE
 Board of Education

_____, Superintendent DATE
 _____ School District

_____, President DATE
 Board of Education

_____, Superintendent DATE
 _____ School District

_____, President DATE
 Board of Education

_____, Superintendent DATE
 _____ School District

_____, President DATE
 Board of Education

_____, Superintendent DATE
 _____ School District

SOUTH DAKOTA STATE UNIVERSITY
College of Education and Human Sciences

Secondary/K-12 Field Experiences

This contract agreement is between the Teacher Education Program in the College of Education and Human Sciences at South Dakota State University, Brookings, South Dakota and

Flandreau School District 50-3 600 W Community DR Flandreau SD 57028

Contracting School Name	Contracting School Address	City	State	Zip Code
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The South Dakota Board of Regents has deemed this contract appropriate for use between South Dakota State University ("SDSU") and cooperating schools whose faculty will be supervising SDSU teacher candidates during their two college semesters of field experience required by our teacher education program. By signing this contract, your school has agreed to allow one or more of your faculty members, as clinical educators, to supervise the in-classroom experience of teacher candidates in the clinical educators' field of study. Clinical educators will be compensated by SDSU according to the following terms:

First Semester:

Second Semester:

\$200.00 per Full-Time Teacher Candidate*

\$400.00 per Full-Time Teacher Candidate*

*(*If there are two clinical educators per teacher candidate, the stipend will be divided.)*

- 1) Placement of teacher candidates in schools and the assignment of clinical educators to oversee them will be accomplished by a representative of the University and the participating school administrator, as provided in the Memorandum of Agreement Establishing a Teacher Education Hub ("Hub Agreement"), which is incorporated into this Agreement by reference.

- 2) The field experiences will be supervised by SDSU faculty and clinical mentors. During the student teaching experience, that supervision will be exercised through the process detailed in the Hub Agreement, and involving video analysis. **
***Video recording within the classroom is an expectation of the student teaching experience, for evaluation purposes only. Videos will be kept confidential and erased/deleted upon the conclusion of the experience unless permission is explicitly provided by the school district to the teacher candidate.*

- 3) School-based faculty may be asked to attend conferences/workshops sponsored by SDSU.

It is further agreed that this shall be a two-semester-long contract, requiring renewal each academic year.

Superintendent Signature	Print Name	Date
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Board President Signature	Print Name	Date
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School Tax ID#

Signature of Provost & VP of Academic Affairs, South Dakota State University	Date
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NO COSTS NO FEES NO CHARGES

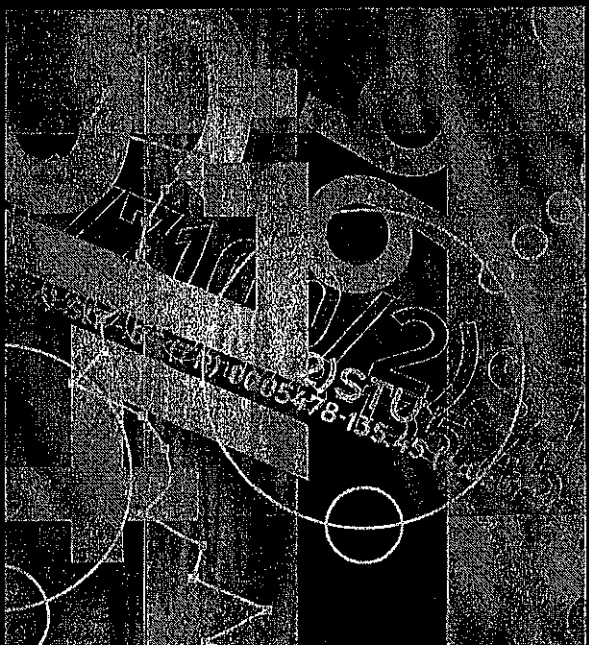
The average cost of processing a purchase order is usually less than \$75-\$200. Automating procurement reduces that cost to between \$10-\$40. It's AMAZING.

For further information or individualized help contact your state ASDO affiliate or:

Holly Wallace

Northern Illinois University (A-113)
100 Curral Ave.
DeKalb, IL 60115-2829

Ph: 815.753.9083
Fax: 815.753.9367
email: hwallace@niu.edu
www.irsba.org



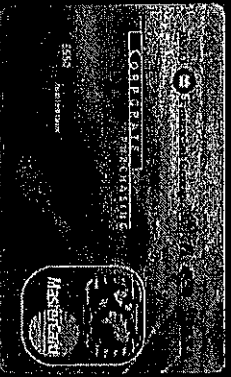
Procurement Card

(p-Card):

a procedure for consolidating ALL of your small monthly purchases into ONE invoice and ONE payment

This Association created service provides a variety of advantages and benefits over cash, checks, purchase orders and credit card purchasing

- no revolving line of credit
- no annual fees
- control what is purchased
- control where purchases can be made
- limit the dollar value of each purchase
- individual card limits/parameters can be established
- prevent budget overspending
- requires no special software
- requires only internet access
- fraud protection per transaction
- speeds up obtaining critically needed items
- no minimum number of cards
- reduces to one check or 3-transfer the payment of many purchases from multiple stores
- no transaction charges
- no implementation fees
- all cards provided free
- superior purchasing reports - management information systems free

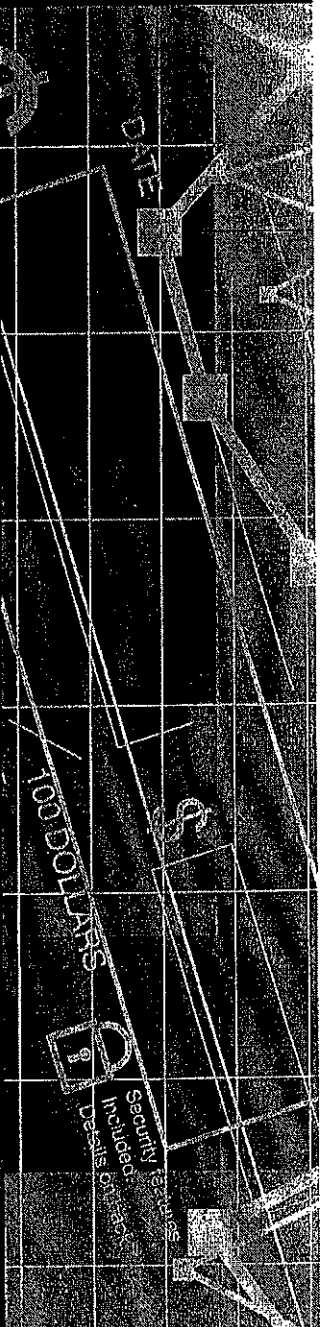


Why is the p-Card program sponsored by your Association?

- eliminates the need for a report contract for each district
- reduces multiple legal expenses
- provides rebates to schools that could not be obtained separately
- provides contract negotiation client
- creates a user group/support network
- not obtainable with multiple programs and different contracts
- eliminates all start up costs to the district
- better training and in-servicing
- creates a statewide database of what is being purchased and the quantity

How do suppliers react to the p-Card?

- reduces their paper work
- receives payment for goods and services within 48 hours
- payments deposited directly in designated bank accounts
- reduces issue of partially filled orders
- eliminates the need of vendor to inquire about when payment will be made



What are the steps to get my school started?

- Step 1: Request informational packet and application forms from your state ASBD.
- Step 2: Have Board of Education adopt a resolution approving participation (sample resolution is provided).
- Step 3: Designate a local p-Card administrator for the school/school district.
- Step 4: Complete all forms and mail originals to your state ASBD affiliate.
- Step 5: Training starts for administrator.

p-Card versus the actual cost of checks:

• Check	\$9.08
• Postage	\$0.42
• Envelopes	\$0.15
• Labor: Printing, sorting, mailing	\$1.88
• Total (per check)	\$2.53

200 checks per month =
\$500 per month or \$6,000 per year!

And this represents only a small part of monthly savings.