

ANNUAL SCHOOL BOARD MEETING

July 09, 2012 - **ADDENDUM**

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
- 2012-13 Annual Budget
- IV. OATH OF OFFICE.** Business Mgr. Hamm – 7:25 pm
- Kathy Gunderson
 - Scott Sexton
- V. ELECTION OF 2011-12 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 14, 2012– 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, 2012)
- 2.) 2011 – 12 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 & Kathy Gunderson
Library & Technology– Cory Reiff & Angela Peacock
Policy Committee – Kathy Gunderson & Cory Reiff
NSCDV Recreation – Scott Sexton
DVBC & ASBSD Legis. Liaison - Kam Smith
Hardship Fund (Sick Bank) – **Kam Smith**
Wellness – Angela Peacock & Kathy Gunderson
Curriculum Committees
Lang. Arts (Grammar/Speech/Comp. - Angela Peacock
Lang. Arts (Foreign Lang./Literature/Journalism) – Angela Peacock
Social Studies (start in Spring 2013) – **Board Member**

- 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: Home Federal Savings 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

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.

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)*
- 2.) Set Rate for Substitute Employees –
Current: \$ 85.00 for Certified Teacher
 - a. \$ 110 after 20 days worked, and
 - b. \$150 after 40 days worked)

\$ 75.00 for Non-certified Teacher
\$ 9.50 per hour for Secretary
\$ 9.50 per hour for non-certified Para-Prof.
\$ 9.50 per hour for AA/Praxis Degree Para-Prof.
\$ 9.50 per hour for certified (BA/BS degree) Para-Prof.
\$ 9.50 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 : \$ 38.00
- 5.) Set Price for Non-School Photocopy Machine Usage –
 Current: .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 2012-2013 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 2012-13 school year. The new rates increased 3%. The single plan increases from \$34.44 to \$35.47 (+\$1.03), while the Family Plan increases from \$95.30 to \$98.16. (+ \$2.86).

- 2) **MOTION** – Consider approval of the 2 year Licensing Agreement with the LRG, LLC for the use of the KSU Powercat logo.
- 3) **MOTION** – Consider approval of the Lease Agreement with HP Financial for the 3-year lease of 370 laptop computers at a price of \$ 113, 790.12 per year.
- 4) **MOTION** – Consider approval of the bid from Knife River Asphalt Co. in the amount of \$ 68,626.99 to install curb and gutter, and then asphalt the former bus parking lot.
- 5) **MOTION**- Consider declaring 9 TV sets, and 10 VCR's as Surplus Property. These items are no longer needed by the school district.
- 6) **MOTION** – Consider approval of the resolution to allow Toby Morris of Dougherty & Company to shop our current bonds to try and find better interest rates.
- 7) **MOTION** – Consider approval of the following budget supplements for the FY12 Budget.

10-7000-000-690 - \$15,000
22-7000-000-690 - \$10,000
- 8) **MOTION** – Consider approval of the agreement with Nyhart to do our Actuarial in the amount of \$3,000.

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

A.) Consider approval of the 2nd reading of the following handbooks:

- 1.) Elementary School Student Handbook
- 2.) Elementary School Faculty Handbook
- 3.) Middle School Student Handbook
- 4.) Middle School Faculty Handbook
- 5.) High School Student Handbook (revised from last meeting)
- 6.) High School Faculty Handbook
- 7.) District-wide Student Handbook
- 8.) District-wide Faculty Handbook (revised from last meeting)
- 9.) Student Athletic Handbook
- 10.) Coaches Handbook.

B.) 1st Reading of revised policies and new procedure:

- 1.) File BBF – School Board Member Ethics
- 2.) File EHAB – Acceptable Network and Internet Use Policy (total revision)

- 3.) File EHAF – Media and Social Networking Sites (will be added to all Faculty Handbooks)
- 4.) File JFC – Student Conduct
- 5.) Private Instruction Facility Use Procedure (not policy, but want board approval)

XII. PERSONNEL (Goldenrod) Chairperson – 8:50 pm

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

- 1.) Taylor Miralles (MS/HS Behavior Interventionist).
- 2.) Darcy Raker (7th/8th Grade SPED Teacher).

XIV. EXECUTIVE SESSION (Purple) 8:55 pm

XV. ADJOURN ----- -8:55 pm