

**DAKOTA VALLEY SCHOOL DISTRICT #61-8
REGULAR BOARD OF EDUCATION MEETING
JULY 9, 2012
APPROVED MINUTES
DAKOTA VALLEY ADMINISTRATION CENTER**

REGULAR SESSION – 7:00 PM

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

The Annual Meeting of the Dakota Valley Board of Education was called to order by Chairperson Gunderson at 7:00 pm on July 9, 2012. Roll Call indicated the following members present: Gunderson, Reiff, and Sexton. Administrators Hamm, Clements, Halverson, Rasmussen, Jensen, King, and Steckelberg were also in attendance.

Business Manager Hamm led the Pledge of Allegiance.

#0001 - Motion by Reiff, second by Sexton, to approve the agenda as presented.

Business Manager Hamm held a budget hearing over the Preliminary 2012-13 Budget.

Business Manager Hamm administered the Oath of Office to New Board Member Scott Sexton.

Business Manager Hamm assumed the Chair for election of officers for the 2012-13 School Year.

#0002 - For the Office of School Board President: Motion by Sexton, second by Reiff, to nominate Gunderson and cease nominations. By virtue of unanimous ballot, Gunderson is elected as President.

Gunderson assumed the Chair.

#0003 - For the Office of School Board Vice-President: Motion by Reiff, second by Gunderson, to nominate Sexton and cease nominations. By virtue of unanimous ballot, Sexton is elected as Vice-President.

#0004 - Motion by Reiff, second by Sexton, to approve the minutes of the Regular June 14, 2012 Board of Education Meeting minutes as presented.

#0005 - Motion by Sexton, second by Reiff, to approve the current bills/claims as presented.

#0006 – Motion by Reiff, second by Sexton, to approve the financial statements as presented.

Administrative and board reports were reviewed.

#0007 - Motion by Reiff, second by Sexton, to set Regular Board of Education Meetings for the 2nd Monday of every month at 7:00 pm at the Dakota Valley Administration Center.

#0008 – Motion by Reiff, second by Sexton, to approve the following committee appointments for the 2012-13 school year:

- Buildings & Grounds – Smith and Sexton
- Finance – Gunderson and Sexton
- Library & Technology – Reiff and Peacock
- Policy – Gunderson and Reiff
- NSC/DV Recreation – Sexton
- DVBC & Legislative Liaison – Smith
- Hardship Fund (Sick Bank) - Smith
- Wellness – Peacock and Gunderson
- Curriculum –
 - Social Studies (Open)
 - Lang. Arts (Grammar/Speech/Comp) – Peacock
 - Lang. Arts (Foreign Lang./Literature/Journalism) - Peacock

#0009 – Motion by Reiff, second by Sexton, to appoint Rodney Freeman, Huron, SD as Legal Counsel for the 2012-13 School Year.

#0010 – Motion by Reiff, second by Sexton, to appoint the School District Liaison Officer as Truancy Officer for all schools.

#0011 – Motion by Reiff, second by Sexton, to appoint Superintendent Leber as School Lunch Hearing Officer.

#0012 – Motion by Reiff, second by Sexton, to designate *Robert's Rules of Order* as parliamentary procedure for board meetings.

#0013 – Motion by Reiff, second by Sexton, to duly resolve and approve Home Federal Bank as the principle depository of district funds.

#0014 – Motion by Reiff, second by Sexton, 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 *Dakota Dunes – North Sioux City Times*)

#0015 – Motion by Reiff, second by Sexton, to designate KMEG-TV as the Official Television Station of the Dakota Valley School District for the 2012-13 School Year.

#0016 – Motion by Reiff, second by Sexton, to designate NEW 102.3 FM as the Official Radio Station of the Dakota Valley School District for the 2012-13 School Year.

#0017 – Motion by Sexton, second by Reiff, to authorize the following:

- Superintendent and Business Manager as official purchasing agents
- Superintendent and Business Manager as custodians of all financial accounts for the school district
- Superintendent and Business Manager as custodians of all Activity Fund accounts and State/Federal Programs
- Use of automatic payment plan for timely payment of utilities
- Electronic transfer of general obligation bond payments
- Board Chairperson to use signature stamp in lieu of hand signature
- Authorize the Superintendent and Director of Special Services or designee to sign the public school exemption (Home School) petitions.
- Authorize Superintendent to close school in case of inclement weather/emergencies and setting chain of command in the event the Superintendent is absent
- Authorize Director of Special Services as district's representative for SD Consolidated Grant

#0018 – Motion by Reiff, second by Sexton, to set board members' compensation at \$65.00 for regular, special and all board related meetings, with a monthly \$25.00 deduction to the board fund.

#0019 – Motion by Reiff, second by Sexton, to set the rate of pay for substitute teachers, secretaries, para-professionals and custodians as follows:

- \$90.00/day for Certified Teachers (1 – 20 cumulative days in district)
- \$120/day for Certified Teachers (21 – 40 cumulative days in district)
- \$150/day for Certified Teachers (41 or more cumulative days in district)
- \$150/day for Long-Term Certified Teachers (on the 11th consecutive day in the same assignment)
- \$80.00/day for Non-Certified Teacher (non-cumulative)
- \$10.00 per hour for Secretary, Para-Professionals & Custodians

#0020 – Motion by Sexton, second by Reiff, to set rates for 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.” Mileage rates \$.45 for 2011-12 school year as well as if a school vehicle is available and the staff member decided to take their own vehicle the school would only pay one way or half of the total mileage.

#0021 – Motion by Reiff, second by Sexton, to set the yearbook price at \$39.00 and authorize Taylor Publishing, Inc. to collect payment via their “Pay by Mail Plan.”

#0022 – Motion by Sexton, second by Reiff, to set the following prices for non-school related equipment usage:

- \$0.10 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)

#0023 – Motion by Sexton, second by Reiff, to set the out-of-state tuition rate for the 2012-13 School Year at \$6,000 per student (to be paid in advance on a semester-by-semester basis).

#0024 – Motion by Reiff, second by Sexton, to set admission prices for varsity events and activities as follows, with the stipulation that K-4th Grade students must be accompanied by an adult:

<u>JV/Varsity</u>	
▪ K-12 Students (per event)	\$ 2.00
▪ Adults (per event)	\$ 4.00
<u>Varsity/Varsity</u>	
▪ K-12 Students (per event)	\$ 3.00
▪ Adults (per event)	\$ 5.00
<u>Activity Tickets</u>	
▪ K-12 Student	\$25.00
▪ Adult	\$35.00
▪ Family	\$120.00
▪ Over Age 62	FREE

#0025 – Motion by Reiff, second by Sexton, to approve the renewal rates from Delta Dental at 3% for the 2012-13 school year. Rates are single \$35.47, family \$98.16.

#0026 – Motion by Sexton, second by Reiff, to approve the 2 year licensing agreement with LRG, LLC for the use of the KSU Powercat logo.

#0027 – Motion by Reiff, second by Sexton, to approve the lease agreement with HP Financial for a 3 year lease of 370 laptop computers at a price of \$113,790.12 per year.

#0028 - Motion by Sexton, second by Reiff, to approve the bid from Knife River Asphalt Co. in the amount of \$68,626.99 to install curb, gutter, and then asphalt on the former bus parking lot.

#0029 – Motion by Reiff, second by Sexton, to approve declaring 9 TV sets and 10 VCR's as surplus property.

#0030 – Motion by Sexton, second by Reiff, to approve the resolution to allow Toby Morris of Dougherty & Company to shop our current bonds to try and find better interest rates.

#0031 – Motion by Reiff, second by Sexton, to approve the following budget supplements for the FY12 budget;

10-7000-000-690 - \$15,000

22-7000-000-690 - \$10,000

#0032 – Motion by Sexton, second by Reiff, to approve the agreement with Nyhart to do our Actuarial in the amount of \$3,000.

#0033 – Motion by Reiff, second by Sexton, to approve 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
6. High School Faculty Handbook
7. District wide Student Handbook
8. District wide Faculty Handbook
9. Student Athletic Handbook
10. Coaches Handbook.

The first reading of the following policies were held;

1. File BBF – School Board Member Ethics
2. File EHAB – Acceptable Network and Internet Use Policy
3. File EHAF – Media and Social Networking Sites
4. File JFC – Student Conduct
5. Private Instruction Facility Use Procedure.

#0034 – Motion by Reiff, second by Sexton, to approve the following personal matters;

Contracts

1. Taylor Miralles as the MS/HS Behavior Interventionist (BA Step 2 at \$32,575).
2. Darcy Raker as the 7th/8th grade SPED Teacher (MA step 7 at \$38,900).

#0035 – Motion by Reiff, second by Sexton, to adjourn at 7:24pm



Mike Hamm
Business Manager



Kathy Gunderson
Chairperson

Publish: *Leader-Courier*

Courtesy Copy: *DD - NSC Times*