

**DAKOTA VALLEY SCHOOL DISTRICT #61-8
REGULAR BOARD OF EDUCATION MEETING
JULY 13, 2009
APPROVED MINUTES
DAKOTA VALLEY ADMINISTRATION CENTER**

REGULAR SESSION – 7:00 PM

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

The Regular Meeting of the Dakota Valley Board of Education was called to order by Chairperson Gunderson at 7:35 pm on July 13, 2009. Roll Call indicated the following members present: Gunderson, Sexton, and Heeren. Administrators Leber, King, Steckelberg, Hamm, Halverson, and Rasmussen, were also in attendance.

Superintendent Leber led the Pledge of Allegiance.

#0212 – Motion by Heeren, second by Sexton, to approve the agenda as presented.

#0213 – Motion by Sexton, second by Heeren, to approve the budget supplement for the food service account in the amount of \$61,000.00.

#0214 – Motion by Sexton, second by Heeren, to approve the budget supplement in the amount of \$32,193.00 for the Dance fund.

The FY2010 budget hearing was called to order, with no input from the general public. Business Manager Mike Hamm reviewed the preliminary budget for FY2010.

Business Manager Mike Hamm administered the oath of office to Incumbent Board Member Scott Sexton.

Superintendent Leber assumed the Chair for election of officers for the 2009-2010 School Year.

#0001 – For the Office of School Board President: Motion by Heeren, second by Sexton, to nominate Kathy Gunderson and cease nominations. By virtue of unanimous ballot, Gunderson is elected as president.

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

#0003 – Motion by Sexton, second by Heeren, to approve the minutes of the following Board of Education meetings as presented:

1. June 8, 2009 – Regular School Board Meeting.

#0004 – Motion by Heeren, second by Sexton, to approve the current bills/claims as presented.

#0005 - Motion by Sexton, second by Heeren, to approve and file the financial statements dated June 30, 2009.

#0006 – Motion by Heeren, second by Sexton, to approve reserving fund balances of the Level II activities (baseball, dance, softball, and soccer), staff incentives, and the visa cash back to schools programs.

#0007 – Motion by Heeren, second by Sexton, to approve pay application #12 from Gil Haugan Constrction in the amount of \$85,896.42.

#0008 – Motion by Heeren, second by Sexton, to the approve pay application #2 from Gil Haugan Construction in the amount of \$238,750.01.

#0009 – Motion by Heeren, second by Sexton, to approve payment to Koch Hazard Architects in the amount of \$21,146.07 for work on the Nylen Science Center.

Administrative reports were reviewed.

There was no community input.

#0010 – Motion by Sexton, second by Heeren, to set the time and place for the regular board meetings on the 2nd Monday of every month at 7:00pm in the Dakota Valley Board Room.

The following board members were appointed to these committees;

1. Building and grounds – Heeren and Sexton
2. Finance – Sexton and Gunderson
3. Library and Technology – Reiff and White
4. Policy – Heeren and Reiff
5. NSCDV Recreation – Sexton
6. DVBC & ASBSD Legis, and Liaison – Heeren
7. Wellness – Gunderson and White
8. Curriculum Committees
 1. Fines Arts – White
 2. Math – Reiff
 3. Lang. Arts (Grammer/Speech/Comp) – White

#0011 – Motion by Heeren, second by Sexton, to approve Rodney Freeman as the Dakota Valley Schools legal council.

#0012 – Motion by Heeren, second by Sexton, to appoint the School District Liaison Officer as Truancy Officer for all schools.

#0013– Motion by Heeren, second by Sexton, to appoint the Superintendent of Schools as School Lunch Hearing Officer.

Motion to appoint voting delegate to the ASBSD/SASD joint convention was tabled at this time.

#0014 – Motion by Heeren, second by Sexton, to designate Roberts Rules of Order as parliamentary procedure for board meetings.

#0015 – Motion by Sexton, second by Heeren, to duly resolve and approve Home Federal Savings Bank as the principle depository for the Dakota Valley School District.

#0016 – Motion by Heeren, second by Sexton, to designate the Leader Courier, Elk Point, SD as the legal newspaper for the Dakota Valley School District for the 2009-2010 school year. (Note: Courtesy copies of all print materials will be provided to the Dakota Dunes – North Sioux City Times)

#0017 – Motion by Sexton, second by Heeren, to designate K-MEG-TV as the official television station for the Dakota Valley School District for the 2009-2010 school year.

#0018 – Motion by Heeren, second by Sexton, to designate Star 102.3 as the official radio station for the Dakota Valley School District for the 2009-2010 school year.

#0019 – Motion by Heeren, second by Sexton, to authorize the following:

- Superintendent and Business Manager as official purchasing agents
- Superintendent and Business Manager as custodians of all school funds
- 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 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

#0020 – Motion by Sexton, second by Heeren, 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.

#0021 – Motion by Sexton, second by Heeren, to set the rate of pay for substitute teachers, secretaries, para-professionals and custodians as follows:

- \$85.00/day for Certified Teachers (1 – 20 cumulative days in district)
- \$110/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)
- \$75.00/day for Non-Certified Teacher (non-cumulative)
- \$9.25 per hour for Secretary, Para-Professionals & Custodians

#0022 – Motion by Sexton, second by Heeren, 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 set at \$.045 for 2009-10 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.

#0023 – Motion by Heeren, second by Sexton, to set school meal prices as follows for the 2009-10 School Year:

- | | |
|----------------------------|--------|
| ▪ Breakfast (K-12 Student) | \$1.00 |
| ▪ Reduced Price Breakfast | FREE |
| ▪ Breakfast (Adult) | \$1.25 |
| ▪ Lunch (K-4 Student) | \$2.00 |
| ▪ Lunch (5-12 Student) | \$2.15 |
| ▪ Lunch (Adult) | \$2.60 |
| ▪ Extra Milk | \$0.40 |
| ▪ Extra Entrée | \$1.40 |

SEXTON - CORRECTED @ AUG 8th BOARD MEETING.

#0024 – Motion by Heeren, second by ~~White~~, to set the yearbook price at \$36.00 and authorize Taylor Publishing, Inc. to collect payment via their “Pay by Mail Plan.”

#0025 – Motion by Reiff, second by Sexton, 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)

#0026 – Motion by Reiff, second by Sexton, to set the out-of-state tuition rate for the 2009-10 School Year at \$5,000 per student (to be paid in advance on a semester-by-semester basis).

#0027 – 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

#0028 – Motion by Sexton, second by Heeren, to approve the request from the City of Jefferson to terminate the lease agreement for the Jefferson High School Trophies and Memorabilia.

#0029 – Motion by Sexton, second by Heeren, to approve the home school applications #9001, #9002, #9003, #9004, #9005, #9006, #9007, #9008, #9009, and #9010.

#0030 – Motion by Heeren, second by Sexton, to approve the open enrollment application for Brooke Pedersen for her daughter Ashton (Grade 5).

#0031 – Motion by Heeren, second by Sexton, to approve the contract between the University of South Dakota and the Dakota Valley School district for the 2008-2011 school years for student teaching at a rate of \$200 per student teacher.

#0032 – Motion by Heeren, second by Sexton, to approve the administrative request to hire a para-professional to supervise the High School Alternative School Program, and to provide monetary stipends to four staff members who mentor and tutor the alternative school students.

#0033 – Motion by Heeren, second by Sexton, to approve the administrative request to hire an additional high school football coach.

#0034 – Motion by Heeren, second by Sexton, to approve the purchase of a 2005 Chevy Suburban from Hoak Motors at a cost of \$17,995.00.

#0035 – Motion by Sexton, second by Heeren, to approve the bid from Knife River Midwest LLC, to construct an additional 60 stall parking lot at the Elementary School at

a cost of \$125,257.76, Alternate #1 in the amount of \$10,761.00 to repair all deteriorated areas of the existing ES parking lot, and Alternate #2 in the amount of \$6,984.30 to seal coat and re-stripe the existing ES parking lot. Total cost of the project is \$143,003.06.

#0036 – Motion by Heeren, second by Sexton, to approve the renewal rates for the 2009-2010 school year from Delta Dental as follows:

1. Single - \$30.90
2. Family - \$85.38

#0037 – Motion by Heeren, second by Sexton, to approve the renewal rate of \$98,059.00 for Property, Liability, Catastrophic, and Workmen's Compensation insurance with Continental Western Group for the 2009-2010 fiscal year.

#0038 – Motion by Sexton, second by Heeren, to approve a 6 month CD from Home Federal for the Nylen Donation at an interest rate of 1.75%.

#0039 – Motion by Sexton, second by Heeren, to approve the administrative request to hire on additional custodian.

A First reading was conducted on Policy

1. JFC (Student Conduct)
2. JFC-1 (Harassment)
3. JFC-2 (Bullying)
4. JFC-3 (Cyber Harassment/Cyber Bullying)

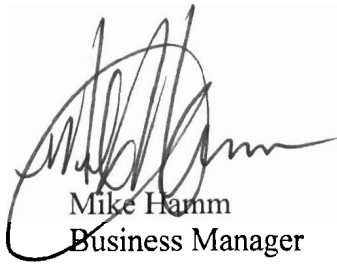
#0040 – Motion by Heeren, second by Sexton, to approve the 2nd reading of the following policies:

1. District Student Handbooks
2. Faculty Handbooks
3. Student Athlete Handbooks
4. Coaches Handbook.

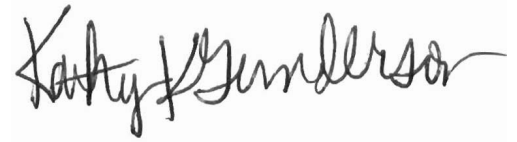
#0041 – Motion by Sexton, second by Heeren, to approve the following personnel matters:

1. Contract offer for Rebecca Pittenger as 2nd grade teacher, MA+30 (6) in the amount of \$35,850.00
2. Contract offer for Jessica Halbur as 5-12 Vocal Music, BA (17) in the amount of \$36,400.00.
3. Resignation for Kathleen Johnson from MS/HS Music Teacher.
4. Resignation for Sarah Shaffer from 2nd Grade Teacher.

#0042 – Motion by Heeren, second by Sexton, to adjourn at 8:36pm.



Mike Hamm
Business Manager



Kathy Gunderson
Chairperson

**DAKOTA VALLEY SCHOOL DISTRICT #61-8
REGULAR BOARD OF EDUCATION MEETING
AUGUST 10, 2009
APPROVED MINUTES
DAKOTA VALLEY ADMINISTRATION CENTER**

REGULAR SESSION – 7:00 PM

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

The Regular Meeting of the Dakota Valley Board of Education was called to order by Chairperson Gunderson at 7:01 pm on August 10, 2009. Roll Call indicated the following members present: Gunderson, Sexton, White, and Reiff. Administrators Leber, King, Steckelberg, Hamm, Halverson, Hummel, and Rasmussen, were also in attendance.

Superintendent Leber led the Pledge of Allegiance.

#0043 – Motion by Reiff, second by White, to approve the agenda as presented.

#0044 – Motion by White, second by Reiff, to approve the minutes of the following Board of Education meetings as presented:

1. July 13, 2009 – Regular School Board Meeting.

#0045 – Motion by White, second by Reiff, to approve the current bills/claims as presented.

#0046 - Motion by Sexton, second by Reiff, to approve and file the financial statements dated July 31, 2009.

Administrative reports were review

There was no community input.

#0047 – Motion by White, second by Reiff, to approve the home school applications #9011, #9012, and #9013

#0048 – Motion by White, second by Sexton, to approve the open enrollment applications for:

- 1.) Chad and Mandy Rooney for their daughter Gracie (Kindergarten).
- 2.) Laura Sorlie for her daughter Olivia (Kindergarten).

#0049 – Motion by Reiff, second by White, to approve a three year agreement with the City of North Sioux City to share the cost of a School Liaison Police Officer for the school district at a cost of \$625.00 per month (\$7,500.00 per year) with an effective date of July 1, 2009.

#0050 – Motion by Reiff, second by Sexton, to approve Wellmark as the Dakota Valley Health Insurance provider with a \$1500 deductible, employees will also have an option to choose from a \$1000 or \$2000 deductible plan. Dakota Valley will subsidize the health plan by setting a \$1000 deductible limit and if an employee were to exceed this limit within a plan year Dakota Valley will reimburse the employee for the amount over the \$1000 up to \$1500 (for a maximum amount of \$500).

#0051 – Motion by Sexton, second by White, to approve a new parking lot on the north side of the high school building at a cost of \$11,520.00 that would accommodate approximately 7-8 cars.

#0052 – Motion by Reiff, second by White, to approve changing milk rates from \$.40 to \$.35 and extra entrée rates from \$1.40 to \$1.50.

#0053 – Motion by White, second by Reiff, to approve a proposal from Burke Engineering to replace the drop ceiling in the Middle School hallways at a price of \$15,387.00.

The board gave Superintendant Leber the authority to trade the blue school van in on the cash for clunkers program for a new car.

#0054 – Motion by Reiff, second by White, to approve the second readings of the following policies:

- A.) Policy JFC (Student Conduct)
- B.) Policy JFC-1 (Harassment)
- C.) Policy JFC-2 (Bullying)
- D.) Policy JFC-3 (Cyber Harassment)

#0055 – Motion by White, second by Reiff, to approve the following personnel matters:

- 1.) Kelly Jo Case for MS/HS Nurse (.5FTE) in the amount of \$15,500.00 (BA 2)
- 2.) Kristin Carlson for Asst. Volleyball Coach in the amount of \$2,170.00.
- 3.) Brent Repperda for MS Football Coach in the amount of \$2,012.00 and MS Boys Basketball Coach in the amount of \$1,580.00.
- 4.) Will Bisenius transfer from MS Football to Asst. HS Football Coach
- 5.) Richard Dodds for custodian in the amount of \$10.70 per hour.

#0056 – Motion by Reiff, second by White, to move into executive session at 8:02pm to discuss personnel matters.

Executive session ended at 8:10pm

#0057 – Motion by Reiff, second by Sexton, to adjourn at 8:11pm.



Mike Hamm
Business Manager



Kathy Gunderson
Chairperson

**DAKOTA VALLEY SCHOOL DISTRICT #61-8
REGULAR BOARD OF EDUCATION MEETING
SEPTEMBER 14, 2009
APPROVED MINUTES
DAKOTA VALLEY ADMINISTRATION CENTER**

REGULAR SESSION – 7:00 PM

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

The Regular Meeting of the Dakota Valley Board of Education was called to order by Chairperson Gunderson at 7:03pm on September 14, 2009. Roll Call indicated the following members present: Gunderson, Sexton, White, Heeren, and Reiff. Administrators Leber, King, Steckelberg, Hamm, Hummel, Ashmore, and Rasmussen, were also in attendance along with a Mike Cranny from the Dakota Valley Finance Committee.

Superintendent Leber led the Pledge of Allegiance.

#0058 – Motion by White, second by Heeren, to approve the agenda as presented.

#0059 – Motion by Heeren, second by Sexton, to approve the minutes of the following Board of Education meetings as presented with the following corrections:

1. August 10, 2009 – Regular School Board Meeting.

Motion by Reiff, second by Sexton, to approve Wellmark as the Dakota Valley Health Insurance provider with a \$1500 deductible, employees will also have an option to choose from a \$1000 or \$2000 deductible plan. Dakota Valley will subsidize the health plan by setting a \$1000 deductible limit and if an employee were to exceed this limit within a plan year Dakota Valley will reimburse the employee for the amount over the \$1000 up to \$1500 (**for a maximum amount of \$500**).

Business Manager Hamm and Superintendent Leber reviewed the changes to the FY2010 budget.

Superintendent Leber gave a construction update.

#0060 – Motion by Reiff, second by White, to approve the following change orders

1. Change Order #G-1 (RFP #3) – install CMU burnished block in the vacant window openings in the Middle School rooms 309 and 321 at a cost of \$1,777.77.

2. Change Order #G-1 (RFP #5) – install vision side lite glass in science storage room at a cost of \$542.27.
3. Change Order #G-1 (RFP #6) – install larger door frames and doors in janitor closet and janitor storage at a cost of \$979.49.
4. Change Order #G-1 (RFP #7A) – additional drywall in new principals office ,board expense of \$1,263.53.

#0061 – Motion by White, second by Reiff, to approve pay application #13 from Gil Haugan Construction in the amount of \$16,106.35.

#0062 – Motion by Reiff, second by Heeren, to approve payment of invoice #0802-16 to Koch-Hazard Architects in the amount of \$6,468.75 for the Nylen Science Center.

#0063 – Motion by Reiff, second by White, to approve the current bills/claims as presented.

#0064 - Motion by Heeren, second by Reiff, to approve and file the financial statements dated August 31, 2009.

Administrative reports were review

There was no community input.

#0065 – Motion by Heeren, second by Reiff, to approve the early graduation request of Scott Dykstra after his junior year, with the condition he completes all the Dakota Valley High School graduation requirements prior to graduation.

#0066 – Motion by Sexton, second by Reiff, to approve the following home school applications

1. #9014
2. #9015
3. #9016
4. #9017
5. #9018
6. #9019
7. #9020

#0067 – Motion by Heeren, second by White, to approve the open enrollment applications for:

- 1.) Tina Beach for her children: Braden (K), Bailey (5th), and Brody (9th).

Motion for open enrollment for Angela Brown for her children: Kyle Johnson (2nd), Rodney (4th), and JJ DeArman (9th) died for a lack of motion.

#0068 – Motion by Sexton, second by White, to the approve the purchase of a 2008 Chevrolet Impala in the amount of \$15,735.

#0069 – Motion by Heeren, second by Reiff, to approve a new .8 FTE Elementary SPED Para-Professional position.

#0070 – Motion by Heeren, second by White, to duly resolve and approve the following:

**DAKOTA VALLEY SCHOOL DISTRICT #61-8
RESOLUTION TO ADOPT BUDGET
2009-10**

The following resolution is extracted from the minutes of the Regular September 14th, 2009 Board of Education Meeting:

Motion by: Heeren, seconded by: White to approve and duly resolve adoption of the annual school budgets and levy requests: (Ayes: all present)

Adoption of Annual Budget:

Let it be resolved, that the School Board of the Dakota Valley School District # 61-8, after duly considering the proposed budget and its changes thereto, to be published in accordance with SDCL 13-11-2, hereby approves and adopts its proposed budget and changes thereto, to be its Annual Budget for the fiscal year July 1, 2009 through June 30, 2010. The adopted Annual Budget Revenue/Expenditure totals are as follows: General Fund - \$6,793,397; Capital Outlay Fund - \$1,226,765; Special Education Fund - \$1,125,158 Pension Fund - \$ 158,000; HS Bond Redemption Fund - \$716,405; ES Bond Redemption Fund - \$646,890; Capital Projects (Science Center) - \$1,841,875; Capital Projects (ES/MS/HS Additions and Renovations) - \$320,000; and Food Service Fund - \$537,000.

Certification of Tax Request for Taxes Payable in 2009:

	Tax Levies (per \$ 1,000 valuation)	Tax Dollar Request (levy to be calculated)
General Fund AG	\$ 2.57	
General Fund NA-Z	\$ 3.57	
General Fund OO	\$ 4.04	
General Fund NA/Utilities	\$ 8.66	
General Fund Opt-Out		600,000
Capital Outlay Fund	\$ 2.20	
Special Education Fund	\$ 1.20	
Pension Fund	\$ 0.30	
HS Bond Redemption Fund		\$ 741,812
ES Bond Redemption Fund		\$ 640,413

#0071 – Motion by White, second by Sexton, to approve additional asphalt drive, curb and gutter associated with the new parking stalls on the north side of the High School from Knife River in the amount of \$9,521.20.

A discussion was held on the peanut allergic students in the Elementary School and appropriate protocol.

#0072 – Motion by Reiff, second by White, to approve the Elementary School as a nut free school, a policy will be written by the policy committee and will be presented at the next board meeting on October 12, 2009.

#0073 – Motion by Sexton, second by Reiff, to approve the following personnel matters:

- 1.) Karen Marshall for early retirement after the 2009-10 school year.
- 2.) Greg Young for early retirement after the 2009-10 school year.
- 3.) Maternity leave request from Jamie Bernard.
- 4.) Katie Rasmussen for MS Volleyball coach, step 1 at \$1,105.60.
- 5.) Shelly Richou for MS Volley Coach, step 1 at \$1,140.15.

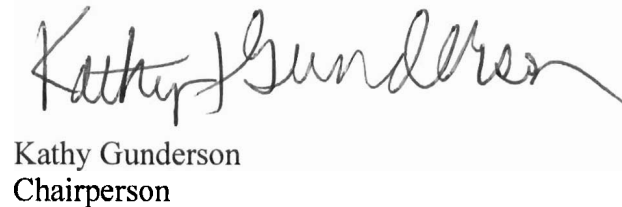
#0074 – Motion by Reiff, second by White, to move into executive session at 8:32pm to discuss personnel matters.

Executive session ended at 9:00pm

#0075 – Motion by Sexton, second by Heeren, to adjourn at 9:01pm.



Mike Hamm
Business Manager



Kathy Gunderson
Chairperson