

The regular meeting of the Aberdeen School Board was held Monday, July 13, 2015, at the District Service Center.

Mr. Brad Olson called the meeting to order at 6:00PM with the following members present: Mr. Brian Sharp, Mr. Todd Kolden, Mr. Scott Wirth, Mr. Brad Olson and Mr. Duane Alm. Dr. Linda Burdette and Mr. Kevin Burckhard were absent.

Call to Order

Mr. Duane Alm informed the board that ASBSD would be holding a new board member workshop in Aberdeen at the Ramkota on July 30, 2015 from 5:00 to 9:00 PM.

Board Remarks

15-217

It was moved by Mr. Brian Sharp and seconded by Mr. Todd Kolden to approve the minutes of the June 4, 8 and 22, 2015 meetings.  
All voted "Aye."

Approval of Minutes

15-218

It was moved by Mr. Scott Wirth and seconded by Mr. Brian Sharp to approve the Second Reading of Policy IMGA, IMGA-E.  
All voted "Aye."

Approve Second Reading of Policy IMGA, IMGA-E.

It was moved by Mr. Duane Alm and seconded by Mr. Todd Kolden to recess the regular meeting at 6:03PM.

Recess

Superintendent Dr. Becky Guffin called the Annual Meeting to order at 6:03PM with the following Board Members present: Mr. Brian Sharp, Mr. Todd Kolden, Mr. Scott Wirth, Mr. Brad Olson and Mr. Duane Alm. Dr. Linda Burdette and Mr. Kevin Burckhard were absent.

Call to Order Annual Meeting

The oath of office was administered by Mr. Tom Janish, Finance Director, to re-elected Board member Mr. Brad Olson.

Oath of Office

16-001

With Finance Director Tom Janish presiding, nominations for President were entertained. Mr. Duane Alm nominated Mr. Brad Olson for President. It was moved by Mr. Brian Sharp that nominations for President cease and cast a unanimous ballot for Mr. Brad Olson as President.  
All voted "Aye."

Nomination and Election for President

16-002

With President Mr. Brad Olson presiding, nominations for Vice-President were entertained. Mr. Brian Sharp nominated Mr. Scott Wirth for Vice-President. It was moved by Mr. Duane Alm that nominations for Vice-President cease and cast a unanimous ballot for Mr. Scott Wirth as Vice-President.  
All voted "Aye."

Nomination and Election for Vice-President

16-003

It was moved by Mr. Scott Wirth and seconded by Mr. Brian Sharp to set the regular School Board meetings on the 2<sup>nd</sup> and 4<sup>th</sup> Mondays of each month at 6:00 PM. All scheduled board meetings that fall on a Monday holiday will be held on Tuesday of the week for the regularly scheduled board meeting. Holidays that fall on board nights in 2015-2016 are October 12, 2015 (Native American/Columbus Day) and March 28, 2016 (Easter Monday). There will be no meeting on the 4<sup>th</sup> Monday of December 2015. All voted "Aye."

Establish Meeting  
Dates and Times

16-004

It was moved by Mr. Brian Sharp and seconded by Mr. Todd Kolden to appoint Tom Janish, Finance Director, to serve as School Board Clerk, Custodian of all District Funds including General (10), Capital Outlay (21), Special Education (22), Pension (24), Arena (25), Debt Service (31), Capital Projects (41), Food Service (51), Other Enterprises (53), Health Insurance (57) and Trust and Agency (71), and Investment Officer for the District which includes investing District Funds to the greatest advantage to the District. All voted "Aye."

Appoint Finance  
Director

16-005

It was moved by Mr. Duane Alm and seconded by Mr. Scott Wirth to establish Trust and Agency accounts and custodians for the accounts as follows:

Dr. Jason Uttermark, Principal – Central High School  
Dr. Greg Aas, Principal – Holgate Middle School  
Kelly Northrup, Principal – Simmons Middle School  
Tom Janish, Finance Director – Aberdeen School District  
Penny Frost, Assistant Finance Director - Aberdeen School District.

All voted "Aye."

Approve Trust and  
Agency Accounts &  
Custodians

16-006

It was moved by Mr. Brian Sharp and seconded by Mr. Todd Kolden to designate U.S. Bank of South Dakota, Wells Fargo Bank, Dacotah Bank and Investment Centers of America, all of Aberdeen, Brown County, South Dakota as the official depositories for all school funds.

Designation of  
Depositories for  
School Funds

- Authorize the Finance Director to electronically transfer funds for payroll and payroll benefits and debt service payments.
- Authorize the School Board President or School Board Vice-President to counter-sign all checks drawn for district bank accounts and signed by the Finance Director.
- Approve and participate in a joint powers agreement and declaration of trust for the South Dakota Public Funds Investment Trust, authorizing investments through the fixed rate account of the trust and authorizing the trust to designate

Electronic Transfer  
of Funds

Counter-Sign Check

South Dakota Public  
Funds Investment  
Trust

- and name depositories.
  - Appoint the Finance Director to function as the official school district representative for all federal funds and authorize the Finance Director to affix his/her signature to appropriate documents and to receipt monies as they are directed to the district.
  - All voted "Aye."
- 16-007  
 Official District Representative for Federally Funded Projects  
 It was moved by Mr. Todd Kolden and seconded by Mr. Brian Sharp to authorize the District to obtain crime insurance coverage of \$150,000 on all employees of the District in lieu of a separate bond on the Finance Director.  
 All voted "Aye."
- 16-008  
 Crime Insurance Coverage  
 Appointment of School Attorney  
 It was moved by Mr. Scott Wirth and seconded by Mr. Duane Alm to appoint Mr. Rory King, Attorney at Law, to function as the School District's attorney for the 2015-2016 school year.  
 All voted "Aye."
- 16-009  
 Designation of Newspaper for Official Notices  
 It was moved by Mr. Scott Wirth and seconded by Mr. Todd Kolden to designate the *Aberdeen American News* as the official newspaper for all required legal notices published by the School Board.  
 All voted "Aye."
- 16-010  
 Adoption of Policy Manual  
 It was moved by Mr. Duane Alm and seconded by Mr. Scott Wirth to adopt the policies included in the online Policy Manual, as revised/reviewed, and that they be in force until the annual meeting of the Board in July 2016.  
 All voted "Aye."
- 16-011  
 Adoption of Building Faculty and Student Handbooks  
 It was moved by Mr. Todd Kolden and seconded by Mr. Brian Sharp to adopt all building Faculty and Student Handbooks (online).  
 All voted "Aye."
- 16-012  
 CIPA Hearing  
 It was moved by Mr. Brian Sharp and seconded by Mr. Duane Alm for this to serve as the Child Internet Protection Act (CIPA) hearing to comply with E-rate requirements to obtain federal funds for discounted telecommunications and internet services as outlined in District Policy EHB.  
 All voted "Aye."
- 16-013  
 SDHSAA Membership  
 It was moved by Mr. Scott Wirth and seconded by Mr. Todd Kolden to authorize by resolution, membership in the South

Dakota High School Activities Association.  
All voted "Aye".

16-014

It was moved by Mr. Duane Alm and seconded by Mr. Todd Kolden to authorize membership in the Associated School Board of South Dakota and pay membership dues in the amount of \$3,851.53.

All voted "Aye."

ASBSD Membership

16-015

It was moved by Mr. Brian Sharp and seconded by Mr. Todd Kolden to amend the committee appointments to include the former Hub Area Technical School.

All voted "Aye."

Amend Committee  
Appointments

16-016

It was moved by Mr. Duane Alm and seconded by Mr. Brian Sharp to appoint board members to the following committees:

- Site Planning Board: Burdette - Member; Kolden - Alternate
- City-Wide PTA Representative: Burckhard
- Equalization Board Representative: Alm – Member
- Negotiations: Olson, Wirth, Sharp – Members; Alm – Alternate
- Insurance - Kolden
- Wellness Committee – Burckhard
- Joint Planning Committee: Kolden, Sharp and Alm
- Construction Committee – Sharp, Olson, Wirth
- Facility Naming Committee – Burdette, Alm
- School Boundary Committee – Burckhard, Kolden
- Calendar Committee – Wirth
- Hub Area Technical School Board – Olson, Sharp and Wirth; Kolden Alternate

All voted "Aye."

Appointment of  
Committee Members

16-017

It was moved by Mr. Brian Sharp and seconded by Mr. Todd Kolden to designate that Dr. Becky Guffin, Superintendent function as the following during the 2015-2016 school year:

- Truancy Officer
- Title IX Officer
- Public Records Officer

All voted "Aye."

Designation of:  
Truancy Officer  
Title IX Officer  
Public Records  
Officer

16-018

It was moved by Mr. Todd Kolden and seconded by Mr. Duane Alm to designate that Colleen Murley function as the Homeless Liaison during the 2015-2016 school year.  
All voted "Aye."

Designation of:  
Homeless Liaison

16-019

It was moved by Mr. Duane Alm and seconded by Mr. Scott Wirth to designate that Marion Hartung, Human Resources Director, function as the following during the 2015-2016 school year:  
HIPAA Privacy Officer

Designation of:  
HIPAA Privacy

All voted "aye."

16-020

It was moved by Mr. Scott Wirth and seconded by Mr. Todd Kolden to designate that Marion Hartung, Human Resources Director function as the following during the 2015-2016 school year: Age Discrimination Act Compliance Officer  
All voted "Aye."

Officer and Age  
Discrimination Act  
Compliance Officer

16-021

It was moved by Mr. Duane Alm and seconded by Mr. Brian Sharp to designate Camille Kaul to function as the Rehabilitation Act Section 504 Compliance Officer for the 2015-2016 school year.  
All voted "Aye."

Designation of  
Rehabilitation Act  
Section 504  
Compliance Officer

16-022

It was moved by Mr. Scott Wirth and seconded by Mr. Todd Kolden to designate that Robert Pitz, Operational Services Director, to function as the following during the 2015-2016 school year: American with Disabilities Act Compliance Officer  
All voted "Aye."

Designation of:  
American with  
Disabilities Act  
Compliance Officer

16-023

It was moved by Mr. Todd Kolden and seconded by Mr. Duane Alm to designate that Robert Pitz, Operational Services Director, to function as the following during the 2015-2016 school year:  
Asbestos Compliance Officer  
All voted "Aye."

Asbestos  
Compliance Officer

16-024

It was moved by Mr. Brian Sharp and seconded by Mr. Todd Kolden to authorize the administration to pay vouchers requiring immediate payment subject to a \$1,000 limitation, to pay vouchers that have early payment discounts that the Board previously approved as a bid and to make monthly payments on credit card purchases (DGD-R).  
All voted "Aye."

Authorization to Pay  
Vouchers

16-025

It was moved by Mr. Duane Alm and seconded by Mr. Todd Kolden as follows:

- Establish School Board Members' salaries at \$65 for all regular and special meetings and the Board President's salary at \$75 for all meetings.
- The reauthorization of Policy BID (reimbursable meetings) that such meetings are to be designated at the Annual Meeting in July of each year as listed below:
  - South Dakota School Board Association Annual State Meetings
  - South Dakota School Board Association Informational Meetings
  - National or Regional Educational Meetings
  - Teacher Welcome During Teacher Orientation
  - Equalization Meetings
  - City/County Liaison
  - City Planning Commission Task Force
  - Employee Negotiations Meetings
  - Board President meet with Superintendent to prepare agenda
  - Liaison/Committee Work

All voted "Aye."

Establish School Board Salaries

16-026

It was moved by Mr. Brian Sharp and seconded by Mr. Scott Wirth to authorize administration to prepare and make public the salaries of the School District employees as soon after the annual meeting as possible according to South Dakota State Law.

All voted "Aye."

Authorization to Publish Salaries

16-027

It was moved by Mr. Duane Alm and seconded by Mr. Todd Kolden to approve the Asbestos Notification be published in the official newspaper.

All voted "Aye."

Authorization to publish Asbestos Notification

16-028

It was moved by Mr. Duane Alm and seconded by Mr. Brian Sharp to approve the consent agenda including the following:

- a. Approval of Financial Statement
- b. Approval of Bills
- c. Approval of Personnel
  1. Certified/Co-Curricular Approval: The Superintendent recommends that the School Board approve the following certified/co-curricular contracts for the 2015-16 school year subject to all requirements of South Dakota law and School District policy:
    - a. Mariah Graves, Special Education Preschool Teacher, Lincoln Elementary School
    - b. Kallyn Jerde, Special Education Resource Room

Approval of Consent Agenda

- Teacher, Holgate Middle School
- c. Christopher Jacobson, increase Vocal Jazz stipend from .50 to 1.0
- d. Approval of Ratifications and Authorizations
  - 1. OPEN ENROLLMENT APPLICATION:
    - a. Open Enrollment Application #2016-4 for one (1) child
    - b. Open Enrollment Application #2016-5 for one (1) child

All voted "Aye."

16-029

It was moved by Mr. Todd Kolden and seconded by Mr. Scott Wirth to approve the agenda.

All voted "Aye."

Approval of Agenda

Masyn Schutter, SE student gave an update on the Little Libraries project. The Little Free Libraries are all stocked with books and ready to go. There are three locations and they all face the bike path. SE and SMS as well as the Little Libraries are donation sites for books.

Little Libraries Update

Bob Pitz gave an update of the ATEC project. Landscaping and doors are complete. Grass needs to be planted. Sidewalks and signage are also complete. Equipment and classroom move is progressing and nearing completion. A public open house is being planned.

ATEC Update

16-030

It was moved by Mr. Brian Sharp and seconded by Mr. Duane Alm to approve the New Beginnings School Contract.

All voted "Aye."

Approve New Beginnings School Contract

16-031

It was moved by Mr. Scott Wirth and seconded by Mr. Todd Kolden to approve the Juvenile Detention School Contract.

All voted "Aye."

Approve Juvenile Detention School Contract

16-032

It was moved by Mr. Brian Sharp and seconded by Mr. Scott Wirth to approve the First Reading/Revision of Policy EBCE-R.

All voted "Aye."

Approve First Reading/Revision of Policy EBCE-R

16-033

It was moved by Mr. Brian Sharp and seconded by Mr. Scott Wirth to amend Policy EEAG and strike paragraph three.

All voted "Aye."

Amend First Reading/Revision of Policy EEAG, EEAG-E.

16-034

It was moved by Mr. Duane Alm and seconded by Mr. Todd Kolden to approve the First Reading/Revision of Policy EEAG, EEAG-E with the amendment.

All voted "Aye."

Approve First Reading/Revision of Policy EEAG, EEAG-E.

16-035

It was moved by Mr. Todd Kolden and seconded by Mr. Brian Sharp to adjourn into executive session at 6:35PM, pursuant to SDCL 1-25-2 (3) for legal issue.

All voted "Aye."

Adjournment into  
Executive Session

President Olson declared the Board out of executive session at 7:10PM.

Adjournment out of  
Executive Session

16-036

It was moved by Mr. Scott Wirth and seconded by Mr. Brian Sharp to adjourn the meeting at 7:10PM.

All voted "Aye."

Adjournment

Brad Olson

\_\_\_\_\_  
President

Tom Janish

\_\_\_\_\_  
Finance Director