

The regular meeting of the Aberdeen School Board was held Monday, July 10, 2017, at the District Service Center.

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

Call to Order

None

Persons Wishing to Address the School Board

Mr. Duane Alm commented on the upcoming Joint Convention with ASBSD and SASD to be held in Sioux Falls on August 10-11, 2017. Mr. Brad Olson thanked outgoing school board member Mr. Todd Kolden for his service to the Aberdeen School District School Board. Mr. Brad Olson also thanked the Aberdeen American News for publishing their patriotic etiquette article.

Board Remarks

17-217

It was moved by Mr. Brian Sharp and seconded by Mr. Kevin Burckhard to approve the minutes of the June 9, 12 and 26, 2017 meetings.

All voted "Aye."

Approval of June 9, 12 and June 26, 2017 Minutes

17-218

It was moved by Mr. Duane Alm and seconded by Mr. Andrew Miller to recess the regular meeting at 6:05PM.

All voted "Aye."

Recess

Superintendent Dr. Becky Guffin called the Annual Meeting to order at 6:06 with the following Board Members present: Mr. Aaron Schultz, Mr. Andrew Miller, Mr. Brad Olson, Mr. Brian Sharp, Dr. Linda Burdette, Mr. Duane Alm, and Mr. Kevin Burckhard.

Call to Order Annual Meeting

The oath of office was administered by Mrs. Penny Frost, Assistant Finance Director, to Board members Mr. Kevin Burckhard, Mr. Aaron Schultz, and Mr. Brian Sharp.

Oath of Office

18-001

With Assistant Finance Director Penny Frost presiding, nominations for President were entertained. Mr. Duane Alm nominated Mr. Brian Sharp for President. It was seconded by Mr. Andrew Miller. It was moved by Mr. Brad Olson and seconded by Dr. Linda Burdette that nominations for President cease and cast a unanimous ballot for Mr. Brian Sharp as President.

All voted "Aye."

Nomination and Election for President

18-002

With President Mr. Brian Sharp presiding, nominations for Vice-President were entertained. Dr. Linda Burdette nominated Mr. Brad Olson for Vice-President. It was moved by Mr. Duane Alm and seconded by Mr. Kevin Burckhard that nominations for Vice-President cease and cast a unanimous ballot for Mr. Brad Olson as Vice-President.

All voted "Aye."

Nomination and
Election for Vice-
President

18-003

It was moved by Mr. Brad Olson and seconded by Mr. Kevin Burckhard to set the regular School Board meetings on the 2nd and 4th 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. The Holidays that fall on board nights in 2017-2018 are October 9, 2017 (Native American/Columbus Day) and May 28, 2018 (Memorial Day). There will be no meeting on the 4th Monday of December 2016.

All voted "Aye."

Establish Meeting
Dates and Times

18-004

It was moved by Mr. Duane Alm and seconded by Dr. Linda Burdette 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

18-005

It was moved by Dr. Linda Burdette and seconded by Mr. Andrew Miller 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
Colleen Murley, 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

<p>18-006 It was moved by Mr. Duane Alm and seconded by Mr. Brad Olson 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.</p>	<p>Designation of Depositories for School Funds</p>
<p>Authorize the Finance Director to electronically transfer funds for payroll and payroll benefits and debt service payments.</p>	<p>Electronic Transfer of Funds</p>
<p>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.</p>	<p>Counter-Sign Check</p>
<p>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 and name depositories.</p>	<p>South Dakota Public Funds Investment Trust</p>
<p>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."</p>	<p>Official District Representative for Federally Funded Projects</p>
<p>18-007 It was moved by Mr. Kevin Burckhard and seconded by Mr. Andrew Miller 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."</p>	<p>Crime Insurance Coverage</p>
<p>18-008 It was moved by Dr. Linda Burdette and seconded by Mr. Duane Alm to appoint Mr. Rory King, Attorney at Law, to function as the School District's attorney for the 2017-2018 school year. All voted "Aye."</p>	<p>Appointment of School Attorney</p>
<p>18-009 It was moved by Mr. Andrew Miller and seconded by Mr. Brad Olson to designate the <i>Aberdeen American News</i> as the official newspaper for all required legal notices published by the School Board. All voted "Aye."</p>	<p>Designation of Newspaper for Official Notices</p>
<p>18-010 It was moved by Mr. Duane Alm and seconded by Mr. Kevin Burckhard 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 2018.</p>	<p>Adoption of Policy Manual</p>

Adopt all building Faculty and Student Handbooks (available online).
All voted "Aye."

Adoption of Building
Faculty and Student
Handbooks

18-011

It was moved by Dr. Linda Burdette and seconded by Mr. Kevin Burckhard 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."

CIPA Hearing

18-012

It was moved by Mr. Brad Olson and seconded by Mr. Aaron Schultz to authorize by resolution, membership in the South Dakota High School Activities Association.
All voted "Aye."

SDHSAA
Membership

18-013

It was moved by Mr. Duane Alm and seconded by Dr. Linda Burdette to authorize membership in the Associated School Boards of South Dakota and pay membership dues in the amount of \$4,427.27.
All voted "Aye."

ASBSD Membership

18-014

It was moved by Mr. Kevin Burckhard and seconded by Mr. Andrew Miller to appoint board members to the following committees:

Appointment of
Committee Members

- Site Planning Board: Burdette - Member; Alm - Alternate
- City-Wide PTA Representative: Burckhard
- Equalization Board Representative: Alm – Member
- Negotiations: Olson, Burdette, Sharp – Members; Alm – Alternate
- Wellness Committee – Schultz
- Joint Planning Committee: Miller, Schultz, and Alm
- Facility Improvement Committee – Sharp, Olson, Burckhard
- Calendar Committee – Miller

All voted "Aye."

18-015

It was moved by Dr. Linda Burdette and seconded by Mr. Duane Alm to designate that Dr. Becky Guffin, Superintendent function as the following during the 2017-2018 school year:

Designation of:
Truancy Officer
Title IX Officer
Public Records
Officer

- Truancy Officer
- Title IX Officer
- Public Records Officer

All voted "Aye."

18-016

It was moved by Mr. Brad Olson and seconded by Mr. Aaron Schultz designate that Camille Kaul to function as the Homeless Liaison during the 2017-2018 school year.
All voted "Aye."

Designation of:
Homeless Liaison

18-017

It was moved by Mr. Kevin Burckhard and seconded by Mr. Andrew Miller to designate that Laura Millett, Human Resources Director, function as the following during the 2017-2018 school year: HIPAA Privacy Officer and Age Discrimination Act Compliance Officer.
All voted "Aye."

Designation of:
HIPAA Privacy
Officer and Age
Discrimination Act
Compliance Officer

18-018

It was moved by Mr. Duane Alm and seconded by Mr. Aaron Schultz to designate Renae Rausch to function as the Rehabilitation Act Section 504 Compliance Officer for the 2017-2018 school year.
All voted "Aye."

Designation of
Rehabilitation Act
Section 504
Compliance Officer

18-019

It was moved by Mr. Brad Olson and seconded by Dr. Linda Burdette to designate that Robert Pitz, Operational Services Director, to function as the following during the 2017-2018 school year: American with Disabilities Act Compliance Officer and Asbestos Compliance Officer
All voted "Aye."

Designation of:
American with
Disabilities Act
Compliance Officer
Asbestos
Compliance Officer

18-020

It was moved by Mr. Brad Olson and seconded by Mr. Duane Alm 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

18-021

It was moved by Mr. Kevin Burckhard and seconded by Dr. Linda Burdette 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

Establish School
Board Salaries

- 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."

18-022

It was moved by Mr. Duane Alm and seconded by Mr. Andrew Miller 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

18-023

It was moved by Mr. Andrew Miller and seconded by Mr. Aaron Schultz to approve the Asbestos Notification be published in the official newspaper.

All voted "Aye."

Authorization to publish Asbestos Notification

18-024

In considering these conflicts of interest, the Board has determined that the matter underlying the contract is fair, reasonable, and not contrary to the public interest, and that it is appropriate to grant a prospective waiver for any substantially similar contracts or transactions between the time of authorization and the next annual disclosures date, it was moved by Mr. Brad Olson and seconded by Dr. Linda Burdette to approve the conflict of interest waivers for Jared Ahlberg, Gene Brownell, Camille Kaul, Lisa McNeely, Colleen Murley, Mike Neubert, Chris Osborn, Jake Phillips, Bob Pitz, Nicole Schutter and Brian Sharp as having a family member employed by the District; Kevin Burckhard for being employed by an agency that conducts business with the District; Penny Frost, part owner of a business that conducts business with the District, and Jason Uttermark for his spouse being employed by an outside agency that conducts business with the District.

Approval of Conflicts of Interest

Roll call vote: Mr. Aaron Schultz, aye, Mr. Andrew Miller, aye, Mr. Brad Olson, aye, Mr. Brian Sharp, abstain, Dr. Linda Burdette, aye, Mr. Duane Alm, aye, Mr. Kevin Burckhard, abstain.
Motion approved 5 aye, 2 abstain.

18-025

It was moved by Mr. Duane Alm and seconded by Dr. Linda Burdette to approve the consent agenda including the following:

- a. Approval of Financial Statement
- b. Approval of Bills and Payroll
- c. Approval of Personnel
 - 1. Certified/Co-Curricular Resignation (end of 2016-17 school year):
 - a. Kahlab Rose, Middle School Assistant Football Coach
 - 2. Certified/Co-Curricular Approval (beginnings 2017-18)
 - a. Joel McNeely, Middle School Assistant Football Coach
- d. Approval of Lincoln Kitchen Change Order #1 to add \$453.60. 207V Combi Oven ordered instead of 480V.
- e. Approval of Grant Application – Donor’s Choose for \$485.00 to purchase 12 under-desk bikes

Approval of Consent Agenda

All voted “Aye.”

18-026

It was moved by Mr. Kevin Burckhard and seconded by Mr. Andrew Miller to approve the agenda.

All voted “Aye.”

Approval of Agenda

Dr. Becky Guffin took the opportunity to thank Mr. Brad Olson for his leadership as the Aberdeen School Board President.

Superintendent Remarks

18-027

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

All voted “Aye.”

Approval of New Beginnings School Contract

18-028

It was moved by Mr. Brad Olson and seconded by Mr. Kevin Burckhard to approve the Juvenile Detention School Contract.

All voted “Aye.”

Approval of Juvenile Detention School Contract

18-029

It was moved by Mr. Andrew Miller and seconded by Mr. Brad Olson to adjourn the meeting at 6:26PM.

All voted “Aye.”

Adjournment

Brian Sharp

President

Tom Janish

Finance Director