

**MINUTES OF THE REGULAR BOARD MEETING OF THE PLATTE-GEDDES SCHOOL
DISTRICT #11-5 BOARD OF EDUCATION
MONDAY, AUGUST 14, 2017**

President T. Smit called the regular meeting of the Board of Education of the Platte-Geddes School District #11-5 to order at 7:00 p.m. on Monday, August 14, 2017, in the Library at the Platte-Geddes Elementary School. The meeting began with the Pledge of Allegiance.

Members present: Tami Smit, Ross Van Zee, Marlon Ferguson, Ross Varilek, Jess Sondgeroth, Duke Starr

Members absent: Tricia Meyerink

Others present: Superintendent Joel Bailey, Business Manager Kathy Holter, Secondary Principal Patrick Frederick, Elementary Principal Jennifer Knecht, Donna Duba and Jason Huizenga

Additions or deletions to this agenda

The following items were added to the printed agenda: Approve Criminal Background Check Policy, Approve Amendment of Contract to Frank Cutler to include cell phone stipend.

Approve agenda

Motion J. Sondgeroth, seconded R. Van Zee approving the agenda as amended. All members present voted aye. Motion carried.

Approve Consent Agenda

Motion R. Varilek, seconded M. Ferguson approving the following consent agenda:

- Minutes of the Regular Board Meeting on Monday, July 10, 2017
- Minutes of the Annual Meeting on Monday, July 10, 2017
- Authorize Payment of Claims for August 18, 2017
- Approve Report of Cash Transactions dated 07/31/2017

All members present voted aye. Motion carried.

Public Participation

None

Routine Business – Administrative Reports

Good News Report

Supt. Bailey extended congratulations to Mrs. Cayla Graves for being selected as the South Dakota Association of Career and Technical Educators New Teacher of the Year. Cayla was nominated by her fellow CTE teachers from other school districts.

Superintendent Report

Professional development days for staff are scheduled for August 21-23. Monday's schedule will include welcome back activities, individualized professional development goal selection and staff meetings. Teachers will have the majority of Tuesday to work in their rooms and get prepared for the K-12 open house which will take place from 3:00-7:00 p.m. Pictures for elementary students will also be taken at that time. Data Dig and District Goal Setting will be completed on Wednesday. Once the district goals have been set, Supt Bailey will share them with the board.

Supt. Bailey attended Governor Daugaard's Workforce Development and Career Pathway Symposium on August 2nd. The underlying theme was that students need to be exposed to possible careers as early as elementary school. The goal is to help students find their niche, whether it be in a four-year college, technical institute, or in the workforce. Supt. Bailey also attended the meeting in Platte hosted by the Platte Development Corporation which focused on business succession and management in rural communities. Ideas on how the school district and its students could partner with the community to help it grow were discussed.

On Wednesday, August 9th, Mrs. Knecht and Supt. Bailey attended a Front Line teacher evaluation training at Harrisburg North Middle School. The district is entering into year two of using the new evaluation system.

Sessions at the Joint Convention were very beneficial. Colonel Art Athens delivered a great keynote address on integrity. Other sessions focused on compliance, school climate and culture, social media, executive session, the juvenile justice system, board oversight/overstepping, and the South Dakota Retirement System.

The fall sports season is underway. Participation in each of the programs is as follows: Cheer and Dance – 12, Cross Country – 15, Volleyball – 22, and Football – 27.

Supt. Bailey gave a brief update on the summer maintenance projects. The main gym floor at the elementary is complete, shot clocks will be installed on Tuesday, August 15th, bleachers will arrive on August 28th, and final work continues on the concession stand area and shop project.

Secondary Principal Report

Most of the students in grades 7-12 are registered for the 2017-2018 school year. An open house will be held on Tuesday, August 22. Any new students, students who have not registered, or students who want to make changes to their schedules may do so that this time.

Preliminary enrollment for junior high is 65 students and 121 for high school for a total of 186 students. This is an increase of 11 students from last year.

Freshman orientation meetings will be held August 16, 17, 18 and 22. The purpose of these meetings will be to provide freshman students and their parents/guardians with information on SDMy Life, Infinite Campus, scholarships/requirements, dual credit course work, and to answer any questions they may have.

Mr. Frederick addressed the way class rank is figured. It will now be based on the four-point scale versus going off of the percentage. Percentage will only be used in the event of a tie. This process will be in line with how the colleges and universities figure rank.

Elementary Principal Report

Mrs. Knecht briefed the board on information attained from the teacher evaluation training and the joint convention on the Front Line evaluation program. She feels this program has made evaluations more effective and is a more valuable tool for the administration and teaching staff.

Enrollment in grades kindergarten through sixth grade is at 249 students.

Mrs. Knecht met with a group of teachers to set student expectations for several specific areas in the elementary building. The idea behind the specific set of expectations is that students know and are taught how to act in all areas of the school building. A rough draft of the expectations was shared with the board of education.

Business Manager Report

Schoenfish & Co., Inc. will begin the audit of the 2016-2017 records on Monday, September 11th. An exit review will be held later that week. A finalized budget will be presented at the September Board Meeting for adoption. There will be very few changes from the preliminary budget presented in July.

Committee Reports

Mid Central Educational Coop Report

R. Van Zee reported on the Mid Central Educational Cooperative meeting held in June.

Core Educational Coop Report

Supt. Bailey reported on the Core Educational Cooperative meeting held on August 3rd.

Building and Grounds Committee

The Building and Grounds Committee met recently to assess the status of the current projects and to review the Five Year Capital Outlay Plan with the new board members.

Routine Business

Second Reading Elementary Handbook

Motion R. Van Zee, seconded R. Varilek approving and adopting the 2017-2018 Elementary Handbook with the recommended change. All members present voted aye. Motion carried.

Second Reading Secondary Handbook

Motion J. Sondgeroth, seconded M. Ferguson approving the adopting the 2017-2018 Secondary Handbook. All members present voted aye. Motion carried.

Second Reading Staff Handbook

Motion R. Varilek, seconded R. Van Zee approving and adopting the 2017-2018 Staff Handbook. All members present voted aye. Motion carried.

Approve Paraprofessional Contract for Mrs. Josie DeHaan

Motion R. Van Zee, seconded J. Sondgeroth approving the contract of Mrs. Josie DeHaan as elementary paraprofessional at an hourly wage of \$10.71 per hour. All members present voted aye. Motion carried.

Adopt Internal Controls Policy

During last year's exit review of the annual audit, Schoenfish & Co., Inc. recommended that the district draft and adopt an Internal Controls Policy. K. Holter presented Policy DHA, Internal Controls and Procedures for adoption. Motion M. Ferguson, seconded R. Varilek adopting Policy DHA, Internal Controls and Procedures. All members present voted aye. Motion carried.

Adopt Criminal Background Checks and Noncriminal Justice Applicant’s Privacy Rights Policies

Motion J. Sondgeroth, seconded M. Ferguson adopting Policy GCDB, Criminal Background Checks and GCDB-E(1), Noncriminal Justice Applicant’s Privacy Rights. All members present voted aye. Motion carried.

Approve Substitute Teacher, Paraprofessional, and Bus Driver Rates

Motion R. Van Zee, seconded M. Ferguson approving the following rates for substitutes:

Substitute for Certified Teacher	\$95.00/day
Substitute for Paraprofessional	\$70.00/day
Substitute Bus Driver	\$15.00/hour
Long Term Substitute Teacher	\$120.00/day

All members present voted aye. Motion carried.

Approve Substitute Teacher List

Motion M. Ferguson, seconded R. Van Zee approving the following as substitute teachers for the 2017-2018 school term: Frank Cutler, Marsha Cutler, Dennis DeBoer, Katy Duffy, Amanda Groon, Glenda Hiemstra, Susan Hoffman, Heather Keegel, Sue Kemnitz, Traci Kott, Connor Kuipers, Karla Kuipers, Cindy Lucas, Laurie Meis, Erynn Meyerink, Alisa Nachtigal, Donna Ringling, Kelly Qualm, Amy Slaba, Tessa Tegethoff, April Van Zee, Mercedes Van Zee, Judy Veurink, Allen Weier, Barb Weier, and Haley Whalen. All members present voted aye. Motion carried.

Accept Quote for Garbage Collection

The following quotes were received for garbage collection for the 2017-2018 year:

Platte Sanitary	\$550.00/mo.	\$25.00/charge for extra pick up
Moze F. Sanitation	\$630.00/mo.	\$25.00/charge for extra pick up

Motion J. Sondgeroth, seconded M. Ferguson accepting the quote from Platte Sanitary for garbage collection for the 2017-2018 year. All members present voted aye. Motion carried.

Approve Authorized Signatures for Banking Services

Motion R. Varilek, seconded R. Van Zee designating the following individuals as authorized signers on school district accounts:

Bank of the West:	Tami Smit, Kathy Holter, Joel Bailey
First Fidelity Bank:	Tami Smit, Ross Van Zee, Kathy Holter, Joel Bailey

All members present voted aye. Motion carried.

Wrestling Coop Committee Appointments

Motion J. Sondgeroth, seconded M. Ferguson approving the appointments of Ross Varilek, Tricia Meyerink, and Jess Sondgeroth to the wrestling coop committee. All members present voted aye. Motion carried.

Conflict Disclosures and Consideration of Waivers

Supt. Bailey submitted a Request for School Board Waiver for the board’s approval. Supt. Bailey’s wife, Casey, is the director of the DIAL Corporation and is considered an employee of the Core Educational Cooperative. The Platte-Geddes School District is a member of the DIAL Corporation and Virtual School and is also a member of the Core Educational Cooperative. Motion R. Varilek, seconded J. Sondgeroth authorizing the request for waiver because the terms of the contract are fair and reasonable, and not contrary to the public interest. All members present voted aye. Motion carried.

Approve Amendment of Contract to Frank Cutler

Motion R. Van Zee, seconded J. Sondgeroth approving the amendment to Mr. Frank Cutler’s contract to include a cell phone stipend in the amount of \$769.20. All members present voted aye. Motion carried.

Set Date for July Board Meeting

Due to several conflicts, the time of the September Board Meeting will be changed. Motion D. Starr, seconded R. Van Zee setting the regular September School Board Meeting on Monday, September 11th at 7:00 a.m. in the high school conference room. All members present voted aye. Motion carried.

Adjournment

Motion J. Sondgeroth, seconded R. Varilek to adjourn the meeting at 8:10 p.m. All members present voted aye. Motion carried.

President

Business Manager