

<p>The Aberdeen School Board met at 6:00PM on Monday, July 13, 2020. Mr. Brian Sharp called the meeting to order with the following members present: Mr. Aaron Schultz, Mr. Brad Olson, Mr. Brian Sharp, Mr. Mark Murphy, Mr. Duane Alm, and Mr. Kevin Burckhard. Mr. Andrew Miller was absent.</p>	<p>Call to Order</p>
<p>20-225 It was moved by Mr. Duane Alm and seconded by Mr. Brad Olson to approve the agenda. All voted "Aye."</p>	<p>Approval of Agenda</p>
<p>Central High School was named the 2019-20 Forte International School of the Year.</p>	<p>Good News</p>
<p>None</p>	<p>Persons Wishing to Address the School Board</p>
<p>Mr. Alm provided an update on the upcoming ASBSD convention for August 6 and the retirement of ASBSD attorney Gerry Kaufman.</p>	<p>Board Remarks</p>
<p>20-226 It was moved by Mr. Aaron Schultz and seconded by Mr. Duane Alm to approve the minutes of the June 5, 8, and 22, 2020 meetings. All voted "Aye."</p>	<p>Approval of June 5, 8, and June 22, 2020 Minutes</p>
<p>20-227 It was moved by Mr. Brad Olson and seconded by Mr. Duane Alm to recess the regular meeting at 6:11PM. All voted "Aye."</p>	<p>Recess</p>
<p>Superintendent Dr. Becky Guffin called the Annual Meeting to order at 6:11PM with the following board members present: Mr. Aaron Schultz, Mr. Brad Olson, Mr. Brian Sharp, Mr. Mark Murphy Mr. Duane Alm, and Mr. Kevin Burckhard. Mr. Andrew Miller was absent.</p>	<p>Call to Order Annual Meeting</p>
<p>The oath of office was administered by Tom Janish, Finance Director, to board members Mr. Kevin Burckhard, Mr. Brian Sharp, and Mr. Aaron Schultz.</p>	<p>Oath of Office</p>
<p>21-001 With Finance Director Tom Janish presiding, nominations for President were entertained. Mr. Mark Murphy nominated Mr. Brad Olson for President. It was moved by Mr. Mark Murphy and seconded by Mr. Aaron Schultz to elect Mr. Brad Olson as President. All voted "Aye."</p>	<p>Nomination and Election for President</p>

<p>21-002  With President Mr. Brad Olson presiding, nominations for Vice-President were entertained. Mr. Brian Sharp nominated Mr. Aaron Schultz for Vice-President. It was moved by Mr. Brian Sharp and seconded by Mr. Mark Murphy to elect Mr. Aaron Schultz as Vice-President.  All voted "Aye."</p>	<p>Nomination and Election for Vice-President</p>
<p>21-003  It was moved by Mr. Brian Sharp and seconded by Mr. Duane Alm 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. The holidays that fall on board nights in 2020-2021 are October 12, 2020 (Native Americans' Day). There will be no meeting on the 4<sup>th</sup> Monday of December 2020.  All voted "Aye."</p>	<p>Establish Meeting Dates and Times</p>
<p>21-004  It was moved by Mr. Kevin Burckhard and seconded by Mr. Aaron Schultz 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), Arena (25), Debt Service (31), 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."</p>	<p>Appoint Finance Director</p>
<p>21-005  It was moved by Mr. Brian Sharp and seconded by Mr. Duane Alm to establish Trust and Agency accounts and custodians for the accounts as follows:  Dr. Jason Uttermark, Principal – Central High School  Bo Beck, Principal – Holgate Middle School  Dr. Colleen Murley, Principal – Simmons Middle School  Tom Janish, Finance Director – Aberdeen School District  Penny Frost, Assistant Finance Director - Aberdeen School District.  All voted "Aye."</p>	<p>Approve Trust and Agency Accounts &amp; Custodians</p>
<p>21-006  It was moved by Mr. Duane Alm and seconded by Mr. Mark Murphy to designate U.S Bank, Wells Fargo Bank, and Dacotah Bank, all of Aberdeen, Brown County, South Dakota as the official depositories for all school funds.  All voted "Aye."</p>	<p>Designation of Depositories for School Funds</p>
<p>21-007  It was moved by Mr. Duane Alm and seconded by Mr. Brian Sharp to authorize the Finance Director to electronically transfer funds for payroll and payroll benefits and debt service payments.  All voted "Aye."</p>	<p>Electronic Transfer of Funds</p>

21-008

It was moved by Mr. Kevin Burckhard and seconded by Mr. Mark Murphy to 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.

All voted "Aye."

Counter-Sign  
Checks

21-009

It was moved by Mr. Aaron Schultz and seconded by Mr. Duane Alm to 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.

South Dakota  
Public Funds  
Investment Trust

21-010

It was moved by Mr. Kevin Burckhard and seconded by Mr. Brian Sharp to 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."

Official District  
Representative for  
Federally Funded  
Projects

21-011

It was moved by Mr. Duane Alm and seconded by Mr. Mark Murphy 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."

Crime Insurance  
Coverage

21-012

It was moved by Mr. Brian Sharp and seconded by Mr. Kevin Burckhard to appoint Mr. Rory King, Attorney at Law, to function as the School District's attorney for the 2020-2021 school year.

All voted "Aye."

Appointment of  
School Attorney

21-013

It was moved by Mr. Duane Alm and seconded by Mr. Brian Sharp to designate the *Aberdeen American News* as the official newspaper for all required legal notices published by the School Board.

All voted "Aye."

Designation of  
Newspaper for  
Official Notices

21-014

It was moved by Mr. Aaron Schultz and seconded by Mr. Mark Murphy 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 2021.

All voted "Aye."

Adoption of Policy  
Manual

21-015  
It was moved by Mr. Kevin Burckhard and seconded by Mr. Aaron Schultz to adopt all building Faculty and Student Handbooks (available online).  
All voted "Aye."

Adoption of Building Faculty and Student Handbooks

21-016  
It was moved by Mr. Duane Alm and seconded by Mr. Brian Sharp 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

21-017  
It was moved by Mr. Duane Alm and seconded by Mr. Kevin Burckhard to authorize membership in the Associated School Boards of South Dakota and pay membership dues in the amount of \$5,203.73.  
All voted "Aye."

ASBSD Membership

21-018  
It was moved by Mr. Brian Sharp and seconded by My Duane Alm to appoint board members to the following committees:  
- Site Planning Board: Murphy - Member; Alm - Alternate  
- City-Wide PTA Representative: Burckhard  
- Equalization Board Representative: Alm  
- Negotiations: Olson, Schultz, Sharp – Members; Alm – Alternate  
- Wellness Committee – Schultz  
- Joint Planning Committee: Miller, Murphy, and Alm  
- Facility Improvement Committee – Sharp, Olson, Burckhard  
- Calendar Committee – Miller  
- 911 Communications Council - Sharp  
All voted "Aye."

Appointment of Committee Members

21-019  
It was moved by Mr. Mark Murphy and seconded by Mr. Brian Sharp to designate that Dr. Becky Guffin, Superintendent function as the Truancy Officer and Public Records Officer during the 2020-2021 school year.  
All voted "Aye."

Designation of: Truancy Officer, Public Records Officer

21-020  
It was moved by Mr. Aaron Schultz and seconded by Mr. Duane Alm to designate that Camille Kaul function as the Title IX Officer and Homeless Liaison during the 2020-2021 school year.  
All voted "Aye."

Designation of: Title IX Officer, Homeless Liaison

21-021

It was moved by Mr. Kevin Burckhard and seconded by Mr. Mark Murphy to designate that Laura Millett, Human Resources Director, function as the HIPAA Privacy Officer and Age Discrimination Act Compliance Officer during the 2020-2021 school year

All voted "Aye."

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

21-022

It was moved by Mr. Brian Sharp and seconded by Mr. Kevin Burckhard to designate Renae Rausch to function as the Rehabilitation Act Section 504 Compliance Officer for the 2020-2021 school year.

All voted "Aye."

Designation of  
Rehabilitation Act  
Section 504  
Compliance Officer

21-023

It was moved by Mr. Duane Alm and seconded by Mr. Kevin Burckhard to designate that Troy McKibben, Operational Services Director, function as the American with Disabilities Act Compliance Officer and Asbestos Compliance Officer for the 2020-2021 school year:

All voted "Aye."

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

21-024

It was moved by Mr. Aaron Schultz and seconded by Mr. Brian Sharp 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

21-025

It was moved by Mr. Brian Sharp and seconded by Mr. Duane Alm as follows:

- Establish School Board Members' salaries at \$75 for all regular and special 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:
  - ASBSD Annual and State Meetings
  - ASBSD 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

21-026

It was moved by Mr. Mark Murphy and seconded by Mr. Brian Sharp to authorize administration to prepare and make public the salaries of the District employees as soon after the annual meeting as possible according to South Dakota state law. All voted "Aye."

Authorization to Publish Salaries

21-027

It was moved by Mr. Duane Alm 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

21-028

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. Duane Alm and seconded by Mr. Aaron Schultz to approve the conflict of interest waivers for Jared Ahlberg, Bo Beck, 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 and Andrew Miller 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. Brad Olson, aye, Mr. Brian Sharp, abstain, Mr. Mark Murphy, aye, Mr. Duane Alm, aye, Mr. Kevin Burckhard, abstain. Mr. Andrew Miller, absent. Motion approved 4 Aye, 2 Abstain.

21-029

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 and Payroll
- c. Approval of Ratifications and Authorizations (under separate cover)
  1. Open Enrollment Application #2021-7 for one (1) child
  2. Open Enrollment Application #2021-8 for one (1) child
  3. Open Enrollment Application #2021-9 for one (1) child
- d. Approval of Personnel
  1. Certified/Co-Curricular Approval (beginning 2020-21 school year)
    - a. Madison Aguirre, Simmons Middle School Language Arts Teacher
    - b. Zachary Schroeder, ATEC Computer Science Teacher

Approval of Consent Agenda

- e. Approval of Holgate Middle School Renovations Change Order 3, add \$1,420.00 for choir storage room, add \$4,587.00 for hands free fixtures, add \$2,898.00 for painting at vestibules and gypsum patch, add \$789.00 for condensate piping in north and south restrooms. Additions total \$9,694.00
- f. Approval of Miscellaneous Concrete Project, add \$9,357.30 for concrete work at Lincoln Elementary School.
- g. Approval of Donation –Jim Haugen, monetary donation to be used for the Football Trust and Agency Fund, total value, \$1,000.00
- h. Approval of Mike Miller Elementary School Re-Roof Project Change Order 1, RFP#1 void/no longer applicable to project, credit/deduct for using existing polyiso insulation, (\$44,000.00)
- i. Approval of Simmons Middle School LED Light Replacement Change Order 2, add \$255.01 for electrical demo where Chromebook cabinets will be located.
- j. Approval of Surplus, 40 cubicle partitions

All voted “Aye.”

21-030

It was moved by Mr. Brian Sharp and seconded by Mr. Duane Alm to approve the 2020-21 Meal Prices.

All voted “Aye.”

Approval of 2020-21 Meal Prices

21-031

It was moved by Mr. Kevin Burckhard and seconded by Mr. Brian Sharp to approve the Frederick Bus Request.

All voted “Aye.”

Approval of Frederick Bus Request

21-032

It was moved by Mr. Brian Sharp and seconded by Mr. Aaron Schultz to approve the Back to School Plan draft.

All voted “Aye.”

Approval of Back to School Plan Draft

21-033

It was moved by Mr. Brian Sharp and seconded by Mr. Duane Alm to adjourn into executive session at 7:16PM, pursuant to SDCL 1-25-2(5) for Marketing or Pricing Strategies.

All voted “Aye.”

Adjournment into Executive Session

21-034

President Mr. Brad Olson declared the Board out of Executive Session at 7:34PM.

Adjournment out of Executive Session

21-035

It was moved by Mr. Duane Alm and seconded by Mr. Kevin Burckhard to adjourn the meeting at 7:34PM.

All voted “Aye.”

Adjournment

Brad Olson \_\_\_\_\_  
President

Tom Janish \_\_\_\_\_  
Finance Director