

The Aberdeen School Board met at 6:00PM on Monday, July 8, 2019. Mr. Brian Sharp called the meeting to order with the following members present: Mr. Aaron Schultz, Mr. Andrew Miller, Mr. Brad Olson, Mr. Brian Sharp, Mr. Mark Murphy, Mr. Duane Alm, and Mr. Kevin Burckhard.

Call to Order

19-207

It was moved by Mr. Andrew Miller and seconded by Mr. Mark Murphy to approve the agenda.
All voted "Aye."

Approval of Agenda

None

Persons Wishing to Address the School Board

Mr. Duane Alm gave an update on the upcoming ASBSD/SASD joint convention.

Board Remarks

19-208

It was moved by Mr. Aaron Schultz and seconded by Mr. Duane Alm to approve the minutes of the June 10 and 24, 2019 meetings.
All voted "Aye."

Approval of June 10 and June 24, 2019 Minutes

19-209

It was moved by Mr. Brad Olson and seconded by Mr. Mark Murphy to recess the regular meeting at 6:03PM.
All voted "Aye."

Recess

Superintendent Dr. Becky Guffin called the Annual Meeting to order at 6:04PM with the following board members present: Mr. Aaron Schultz, Mr. Andrew Miller, Mr. Brad Olson, Mr. Brian Sharp, Mr. Mark Murphy Mr. Duane Alm, and Mr. Kevin Burckhard.

Call to Order Annual Meeting

The oath of office was administered by Tom Janish, Finance Director, to board members Mr. Duane Alm and Mr. Andrew Miller.

Oath of Office

Mr. Andrew Miller left the meeting at 6:07PM.

20-001

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

Nomination and Election for President

20-002

With President Mr. Brian Sharp presiding, nominations for Vice-President were entertained. Mr. Aaron Schultz nominated Mr. Brad Olson for Vice-President. It was moved by Mr. Duane Alm and seconded by Mr. Mark Murphy 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

20-003

It was moved by Mr. Brad Olson and seconded by Mr. Aaron Schultz 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 2019-2020 are April 13, 2020 (Easter Monday) and May 25, 2020 (Memorial Day). There will be no meeting on the 4th Monday of December 2019.

All voted "Aye."

Establish Meeting Dates and Times

20-004

It was moved by Mr. Duane Alm and seconded by Mr. Kevin Burckhard 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."

Appoint Finance Director

20-005

It was moved by Mr. Brad Olson and seconded by Mr. Aaron Schultz 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.

Designate U.S Bank of South Dakota, Wells Fargo Bank, Dacotah Bank and LPL Financial, all of Aberdeen, Brown County, South Dakota as the official depositories for all school funds.

All voted "Aye."

Approve Trust and Agency Accounts & Custodians and Designation of Depositories for School Funds

20-006

It was moved by Mr. Mark Murphy and seconded by Mr. Duane Alm to 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.
All voted "Aye."

Electronic Transfer
of Funds and
Counter-Sign
Checks

20-007

It was moved by Mr. Aaron Schultz and seconded by Mr. Kevin Burckhard 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
and

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.

Official District
Representative for
Federally Funded
Projects and

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

20-008

It was moved by Mr. Duane Alm and seconded by Mr. Mark Murphy to appoint Mr. Rory King, Attorney at Law, to function as the School District's attorney for the 2019-2020 school year.
All voted "Aye."

Appointment of
School Attorney

20-009

It was moved by Mr. Aaron Schultz and seconded by Mr. Brad Olson 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

20-010

It was moved by Mr. Kevin Burckhard and seconded by Mr. Duane Alm 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 2020.
Adopt all building Faculty and Student Handbooks (available online).
All voted "Aye."

Adoption of Policy
Manual

Adoption of Building
Faculty and Student
Handbooks

20-011

It was moved by Mr. Brad Olson and seconded by Mr. Mark Murphy 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

20-012

It was moved by Mr. Mark Murphy and seconded by Mr. Kevin Burckhard to authorize by resolution, membership in the South Dakota High School Activities Association.

All voted "Aye."

SDHSAA
Membership

20-013

It was moved by Mr. Duane Alm and seconded by Mr. Aaron Schultz to authorize membership in the Associated School Boards of South Dakota and pay membership dues in the amount of \$5,098.50.

All voted "Aye."

ASBSD
Membership

20-014

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

20-015

It was moved by Mr. Mark Murphy and seconded by Mr. Duane Alm to designate that Dr. Becky Guffin, Superintendent function as the Truancy Officer and Public Records Officer during the 2019-2020 school year.

All voted "Aye."

Designation of:
Truancy Officer,
Public Records
Officer

20-016

It was moved by Mr. Aaron Schultz and seconded by Mr. Kevin Burckhard to designate that Camille Kaul function as the Title IX Officer and Homeless Liaison during the 2019-2020 school year.

All voted "Aye."

Designation of:
Title IX Officer,
Homeless Liaison

20-017

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 2019-2020 school year
All voted "Aye."

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

20-018

It was moved by Mr. Duane Alm and seconded by Mr. Brad Olson to designate Renae Rausch to function as the Rehabilitation Act Section 504 Compliance Officer for the 2019-2020 school year.
All voted "Aye."

Designation of
Rehabilitation Act
Section 504
Compliance Officer

20-019

It was moved by Mr. Aaron Schultz and seconded by Mr. Kevin Burckhard to designate that Robert Pitz, Operational Services Director, function as the American with Disabilities Act Compliance Officer and Asbestos Compliance Officer for the 2019-2020 school year:
All voted "Aye."

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

20-020

It was moved by Mr. Mark Murphy 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

20-021

It was moved by Mr. Brad Olson and seconded by Mr. Kevin Burckhard 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

Establish School
Board Salaries

Roll Call Vote: Mr. Aaron Schultz, nay, Mr. Brad Olson, aye, Mr. Brian Sharp, aye, Mr. Mark Murphy, aye, Mr. Duane Alm, aye, Mr. Kevin Burckhard, aye. Motion approved: 5 “Aye”, 1 “Nay”.

20-022

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

20-023

It was moved by Mr. Brad Olson 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

20-024

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 Mr. Kevin Burckhard 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. Motion approved 4 Aye, 2 Abstain.

20-025

It was moved by Mr. Brad Olson and seconded by Mr. Kevin Burckhard 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 (ending 2018-19)
 - a. Jeanna Schinderling, C. C. Lee Elementary School and Lincoln Elementary School Art Teacher
- d. Approval of Policy Review DKC, DKC-E
- e. Approval of Policy Review EEAG, EEAG-E

All voted "Aye."

Approval of Consent Agenda

20-026

It was moved by Mr. Duane Alm and seconded by Mr. Aaron Schultz to approve the Juvenile Detention Center Agreement. All voted "Aye."

Approval of Juvenile Detention Center Agreement

20-027

It was moved by Mr. Mark Murphy and seconded by Mr. Brad Olson to approve the New Beginnings Center Agreement. All voted "Aye."

Approval of New Beginnings Center Agreement

20-028

It was moved by Mr. Brad Olson and seconded by Mr. Duane Alm to approve the First Reading/Revision of Policy DKC-R. All voted "Aye."

Approval of First Reading/Revision of Policy DKC-R

20-029

It was moved by Mr. Kevin Burckhard and seconded by Mr. Aaron Schultz to adjourn the meeting at 6:26PM. All voted "Aye."

Adjournment

Brian Sharp

President

Tom Janish

Finance Director