

MINUTES

Annual Meeting:

The annual meeting of the Board of Education, Miller School District #29-4 was held on Monday, July 10, 2017, in the Elementary School Library. The meeting was called to order at 6:30 p.m. by Tim Zacher, President of the Board. Other members in attendance were Natalie Bertsch, Bryan Breitling, Jonathan Hurd, Rob Mullaney, Cynthia Rombough, and Connie Schroeder. Also in attendance were Dan Trefz, Superintendent, Steve Schumacher, JH/HS Principal, and Sara Gates, Business Manager.

Motion by Schroeder, second by Bertsch to approve the board agenda. All voting aye.

Motion by Rombough, second by Mullaney to approve Consent Agenda Items

1. Minutes of the June 12, 2017 Regular Meeting
2. Financial Report
3. Payment of presented bills

All voting aye.

Motion by Schroeder, second by Hurd to approve the non-certified work agreements as presented for the 2017-2018 school year. All voting aye.

The Public Hearing was held on the 2017-2018 Proposed Budget. Discussion was held.

Motion by Hurd, second by Mullaney to approve the use of the football practice field by Tim Haiar for a soccer camp on July 24th-28th, 2017 and waive the fees for this use. All voting aye.

Motion by Bertsch, second by Rombough to approve the use of the FACS Classroom on July 6th, 13th, and 27th, 2017 by the Hand County Extension office for a 4-H basic cooking and kitchen safety class. All voting aye.

Motion by Bertsch, second by Rombough to approve the School Health Nursing Services contract for the 2017-2018 school year. Voting aye: Bertsch, Hurd, Mullaney, Rombough, Schroeder, and Zacher. Breitling abstained.

Motion by Rombough, second by Hurd to approve the open enrollment of students FY17-18-01, FY17-18-02, and FY17-18-03. All voting aye.

Dan Trefz, Superintendent, recognized Cynthia Rombough and thanked her for her years of service on the Miller School Board.

Motion by Rombough, second by Bertsch to adjourn fiscal year 2016-2017 board meeting at 6:41 p.m. All voting aye.

The fiscal year 2017-2018 board meeting was called to order by Superintendent, Dan Trefz at 6:43 p.m.

Motion by Zacher, second by Mullaney to approve the board agenda as amended. All voting aye.

New board members Bryan Breitling, Rob Mullaney, and Tara Yost, were sworn in.

The meeting reconvened with the Superintendent calling for nominations for President. Bertsch nominated Zacher. With no other nominations for President, Schroeder moved that nominations cease, Hurd seconded. All voting aye. Zacher took over as President and called for nominations for Vice President. Mullaney nominated Bertsch. With no other nominations for Vice President, Hurd moved nominations cease, Breitling seconded. All voting aye.

Disclosure of Conflict of Interest. Dan Trefz disclosed that his spouse is employed by the Miller School District. Bertsch moved that the request for waiver should be granted, Mullaney seconded. All voting aye. Tara Yost disclosed that her mother-in-law is contracted by the Miller School District. Schroeder moved that the request for waiver should be granted, Hurd seconded. Voting aye: Bertsch, Breitling, Hurd, Mullaney, Schroeder, and Zacher. Yost abstained. Bryan Breitling disclosed that his spouse is employed by the Miller School District and that he is also the Administrator of Avera Hand County Memorial Hospital and Hand County Memorial Hospital. Bertsch moved that the request for waiver should be granted, Mullaney seconded. Voting aye: Bertsch, Hurd, Mullaney, Schroeder, Yost, and Zacher. Breitling abstained.

The following Board Committees were set for the 2017-2018 school year:

Transportation: Zacher, Hurd, and Mullaney
Personnel: Zacher, Bertsch, and Yost
Budget/Bills: Zacher, Breitling, and Yost
Activities: Zacher, Mullaney, and Hurd
Insurance/Negotiations: Zacher, Bertsch, and Schroeder
Policy/Goal Setting: Zacher, Breitling, and Yost
Buildings/Grounds: Zacher, Breitling, and Hurd
On-Hand Board: Schroeder
Board of Equalization: Zacher

Motion by Bertsch, second by Breitling to approve Consent Agenda Items

1. To designate *The Miller Press* as the official newspaper for the Miller School District #29-4
2. To designate American Bank & Trust and Quoin Financial Bank as the official depositories, with American Bank & Trust having the General Fund, Capital Outlay Fund, Special Education Fund, Pension Fund, and Food Service Fund accounts and Quoin Financial Bank having the Payroll Withholding Account, Activity Fund Account and Revolving Fund Account, and to authorize the school administration to properly invest funds during the ensuing fiscal year in varying denominations and in relation to the amount of funds not needed for the immediate operation of the school district.

3. To enter the following statement in the official minutes of the Board of Education of the Miller School District #29-4: "The Miller School District #29-4 does not discriminate in its employment policies and practices or in its educational programs on the basis of race, color, religion, age, sex, disabilities, marital status, parental status, or national origin. Inquiries concerning the application of the Affirmative Action and Americans with Disabilities Act, Title IX of the Education Act of 1973, Section 504, Title II, the Age Discrimination Act, and the Boy Scouts Act, may be referred to Dan Trefz, Superintendent, Title IX and Section 504 Coordinator, 623 E 4th Street Miller, SD 57362, (605) 853-2614, or Department of Education, Office of Civil Rights, 1010 Walnut Street, Suite 320, Kansas City, Missouri 64106 ocr.kansascity@ed.gov, Phone (816) 268-0550; TDD (877) 521-2172 and may also refer to the following web address: <http://www.ed.gov/about/offices/list/ocr/index.html?src=mr.>"
4. To establish the second Monday at 6:30 p.m. in the Elementary School Library as the regular meeting time and place for the board meetings.
5. To authorize the Superintendent and Business Manager to sign revolving and activity fund checks and to authorize the Board Chairman and Business Manager to sign district warrants.
6. To designate the Superintendent as the official representative of the district for all Federal programs, (except 504 and Title 1), truant officer, asbestos coordinator, and as official purchasing agent for the district.
7. To authorize the Superintendent to close school in emergency situations and in case of inclement weather and setting the chain of command in the event the Superintendent is absent.
8. Payment of presented bills.

All voting aye.

Steve Schumacher, Jr./Sr. High School Principal, reported that he has been working on schedules and busy with camps.

Dan Trefz, Superintendent, reported on the progress of the roof project, the track resurfacing, and the ground settling in the elementary. He stated that we were approved for the homeland security grant. He also met with Emergency Management and they made the following recommendations:

1. Have radios available
2. Have additional medical equip more readily available
3. First Aid training to teachers
4. Identify materials needed at meeting areas
5. Facility meetings to go over specific roles

Motion by Breitling, second by Hurd to designate Natalie Bertsch as voting delegate and Rob Mullaney as alternate for the 2017 delegate assembly in November and declare Tim Zacher as board member legislative chairman. All voting aye.

Motion by Schroeder, second by Bertsch to keep the salary for school board members at \$50 for regular and special board meetings and \$30 for committee meetings with mileage to be paid for board members living five mile outside the city of Miller. All voting aye.

Motion by Hurd, second by Breitling to set the following fees and charges for the 2017-2018 school year:

<u>Online food service convenience fee</u>		\$0.00	
<u>School Breakfast</u>			
	K-4 grade	\$1.50	
	5-8 grade	\$1.60	
	9-12 grade	\$1.60	
	Adults	\$1.75	
<u>School Lunch</u>			
	K-4 grade	\$2.50	
	5-8 grade	\$2.60	
	9-12 grade	\$2.70	
	Adults	\$3.35	
	Seconds	\$1.50	
<u>Gym User Fee</u>			
	Family	\$65.00	
	Adults	\$40.00	
	Students Grade 3-College	\$25.00	
	Sr. Citizen	\$30.00	
	Per Day	\$5.00	
<u>Admission-Senior High Activities</u>			
	Adults	\$5.00	
	Students	\$3.00	
<u>Admission-Junior High Activities</u>			
	Adults	No Charge	
<u>Football Parking/Ticket Fees</u>			
	Football Seasonal Parking	\$65.00	
	Includes 2 admission		
<u>Athletic Passes</u>			
	20 punch Adult	\$90.00	10 punch Adult \$47.50
	20 punch Senior Citizen	\$70.00	10 punch Senior Citizen \$37.50
	20 punch Student	\$50.00	10 punch Student \$27.50
<u>Yearly Passes</u>			
	Adult	\$125.00	
	Senior Citizen	\$100.00	
	Student	\$75.00	

All voting aye.

Motion by Breitling, second by Mullaney to continue our policy of bids and quotes as follows: Fuel Oil, Propane and Gasoline – annual bid (if a “lowest responsible bidder” is not apparent, monthly/weekly quotes will be requested); Fuel for the Armory, fill as needed (request quotes based on transport load rates). All voting aye.

Motion by Schroeder, second by Hurd to name JH/HS Principal and Elementary Principal as 504 co-directors, and Elementary Principal as Title 1 Director. All voting aye.

Motion by Mullaney, second by Hurd to set the Imprest Fund at \$10,000.00. All voting aye.

Motion by Schroeder, second by Bertsch to approve lane change request for Marissa Resel from BA to BA+15 in the amount of \$664.00 for a total certified contract in the amount of \$41,136. All voting aye.

Motion by Hurd, second by Mullaney to approve lane change request for Kyra Espinosa from BA to MA in the amount of \$1,400.00 for a total certified contract in the amount of \$36,991. All voting aye.

Motion by Bertsch, second by Schroeder to approve the lane change request for April Haigh from BA to BA+15 in the amount of \$664.00 for a total certified contract in the amount of \$36,700. All voting aye.

Discussion was held on the proposed student cell phone policy.

Motion by Schroeder, second by Mullaney to table the Jr/Sr High and Elementary student and staff handbook for the 2017-2018 school year until the August board meeting. All voting aye.

Motion by Schroeder, second by Yost to approve the Technology handbook for the 2017-2018 school year. All voting aye.

Discussion was held on athletic training rules pertaining to curfew.

Motion by Bertsch, second by Breitling to approve the Athletic Handbook for the 2017-2018 school year. All voting aye.

Motion by Bertsch, second by Mullaney to enter into executive session for the purpose of personnel issues SDCL 1-25-2 (1) at 8:19 p.m. All voting aye.

President Zacher declared return to regular session at 8:58 p.m.

Minutes recorded by the Superintendent.

Motion by Schroeder, second by Mullaney to approve the administrative contract for Kimberly Cypher as SPED Director in the amount of \$52,000 for the 2017-2018 school year. All voting aye.

Motion by Hurd, second by Bertsch to approve the certified contract for Brian McDermott as .4 Elementary Counselor and .6 Special Education Teacher in the amount of \$34,900 for the 2017-2018 school year. All voting aye.

Motion by Mullaney, second by Schroeder to accept the resignation of Keeley Herman as SLPA/Special Ed Aide as of 6/13/17. All voting aye.

Motion by Bertsch, second by Hurd to accept the resignation for Pamela Jacobsen as Special Ed Aide/Library Aide as of 7/10/17. All voting aye.

Motion by Schroeder, second by Mullaney to set the substitute pay for the following:

Teacher (town)-\$100/day

Teacher (colony)-\$105/day

Teacher's Aide-\$9.75/hour

Clerical-\$9.75/hour

Custodian-\$9.75/hour

Long Term Sub-an additional \$10/day for a substitute holding a current SD teaching certificate who substitutes for the same teacher for more than 10 consecutive days.

All voting aye.

The next regular school board meeting is scheduled for Monday, August 14, 2017 at 6:30 p.m. in the elementary school library.

Motion by Bertsch, second by Mullaney to adjourn at 9:02 p.m. All voting aye.

Tim Zacher, President
Board of Education

Sara Gates
Business Manager