

## MINUTES

The regular meeting of the Board of Education, Miller School District #29-4 was held on Monday, September 10, 2018 in the Elementary School Library. Natalie Bertsch, President of the Board, called the meeting to order at 5:01 p.m. Other members in attendance were Bryan Breitling, Amy Howard, Jonathan Hurd, Rob Mullaney, Connie Schroeder, and Tara Yost. Also in attendance were Dan Trefz, Superintendent, Steve Schumacher, Jr./Sr. High School Principal, Knute Reiersen, Elementary Principal, Dr. Kim Cypher, Special Ed Director, and Sara Gates, Business Manager.

Motion by Schroeder, second by Hurd to approve the board agenda as amended. All voting aye.

Motion by Breitling, second by Howard to approve the Consent Agenda Items.

1. Minutes of the August 13, 2018 board meeting
2. Financial Report
3. Payment of presented bills

All voting aye.

No visitors were recognized.

Knute Reiersen, Elementary Principal, reported on enrollment numbers, Kids Hope, AIMS Web testing, Elementary Student Council, Rustler Roundups, and Reiersen Remarks. He stated the Book Fair will be September 26<sup>th</sup> & 27<sup>th</sup> and Conferences are on September 27<sup>th</sup>.

Steve Schumacher, Jr./Sr. High School Principal, reported on enrollment numbers and the Homecoming parade route. He stated that the Redfield Career and College Fair is on September 18<sup>th</sup> and Civil Air Patrol will be here October 3<sup>rd</sup>.

Dr. Kim Cypher, Special Education Director, reported on special education numbers.

Dan Trefz, Superintendent, reported on the ASBSD Convention, High School Graduation requirements, and the 2017-2018 Audit. A Co-op meeting has been scheduled to discuss football numbers.

Discussion on possible transfer of school land.

Motion by Breitling, second by Mullaney to advertise for snow removal quotes. All voting aye.

Motion by Hurd, second by Yost to approve the surplus property list as presented. All voting aye.

Motion by Mullaney, second by Yost to approve the resolution to advertise for the destruction of Special Education Records of students that meet the following criteria:

Let it be resolved by the Miller School Board #29-4:

NOTIFICATION OF DESTRUCTION OF  
SPECIAL EDUCATION STUDENT RECORDS  
(INACTIVE FILES)

In accordance with the state and federal regulations implementing the Individuals with Disabilities Education Act (IDEA), this is to inform you of Miller School District 29-4 intent to destroy personally identifiable information related to special education services maintained on students who received special education services under an Individual Education Plan while receiving services from the Miller School District but who are no longer eligible or no longer receiving services.

If you wish to maintain this information for your personal records, you need to notify us upon receipt of this notice; otherwise, **the information will be destroyed after October 10th, 2018.**

**Please be advised that the records may be needed by you for social security benefits, rehabilitation services, college entrance, etc.**

Records to be destroyed are as follows:

1. Individualized Education Programs (IEPs)
2. Evaluation Reports – Test Protocols
3. Notification of Meetings
4. Review of Existing Data Summaries
5. Notices of Action
6. All other personally identifiable information within the Special Education file

\*The reason for destruction of the above listed items is because they are no longer needed to provide educational services since it has been more than seven (7) years since he/she has received special education services.

\*The district will maintain a permanent record, without time limitation, of a student's name, address and phone number, his/her grades, attendance record, classes completed, grade level completed and the year completed.

\*You may contact the superintendent's office at (605) 853-2614 or at the address 623 E 4th Street, Miller SD to make an appointment to obtain your records.

All voting aye.

Motion by Schroeder, second by Howard to donate the overpayment of \$2,676.41 made by the Miller School District, during the 2008-2009 school year, to the Polo Fire District and forgive repayment. Voting aye: Bertsch, Breitling, Howard, Hurd, Schroeder, and Yost. Mullaney abstained. Motion carried.

Motion by Hurd, second by Mullaney to approve the open enrollment application for student FY 2018-2019-05, 2018-2019-06, 2018-2019-07, and 2018-2019-08. All voting aye.

Motion by Breitling, second by Yost to approve the purchase of \$250,000 coverage of cyber insurance, \$250,000 coverage of data compromise, and \$500,000 coverage of violent event insurance as presented. All voting aye.

Motion by Breitling, second by Howard to approve the insurance agreement with the ASBSD Worker's Compensation Fund and the payment of \$22,574 effective for the 2018-2019 school year. All voting aye.

Motion by Yost, second by Hurd to approve the 2018-2019 Special Education Comprehensive Plan. All voting aye.

Motion by Howard, second by Mullaney to approve the use of the Armory by the Snow Queen committee for the 2018-2019 snow queen festival on November 23<sup>rd</sup> and 24<sup>th</sup>, 2018 and to waive the fees for this use. All voting aye.

Motion by Schroeder, second by Hurd to authorize the business manager to make an operating transfer from the General Fund to the Pension Fund in the amount of \$3,784.38. All voting aye.

Motion by Howard, second by Breitling to establish a concessions fund within the Activity Fund and to allow the reassignment of the opportunity to sell concessions by other Miller School organizations. All voting aye.

Motion by Breitling, second by Yost to approve the following resolution for adoption of the Annual Budget and Tax Levy Request for the 2018-2019 school year:

LET IT BE RESOLVED, that the Miller School District #29-4, after duly considering the proposed budget and its changes thereto, to be published in accordance with SDCL 13-11-2 hereby approves and adopts its proposed budget and change thereto, to be its Annual Budget for the fiscal year July 1, 2018 through June 30, 2019. The adopted Annual Budget levy requests are as follows:

	<u>Tax Levy Requests</u>
General Fund	AG \$1.512/thousand OO \$3.383/thousand Other \$7.001/thousand
General Fund Opt Out	\$385,000
Special Education	\$550,000
Capital Outlay	\$1,594,500

Capital Outlay revenue change: Means of finance change \$1,594,500 from tax levy request and \$150,000 from fund balance. All voting aye.

Motion by Yost, second by Mullaney to enter into Executive Session for the express purpose of personnel issues at 6:04 p.m. SDCL 1-25-2(1). All voting aye.

President Bertsch declared return to regular session at 6:25 p.m.

Minutes recorded by the Superintendent.

Motion by Hurd, second by Yost to approve the work agreement for Brooke Stoddard as educational assistant at the rate of \$12.20 per hour for the remainder of the 2018-2019 school year. All voting aye.

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The next regular school board meeting is scheduled for Monday, October 8, 2018 at 6:30 p.m. in the elementary school library. All voting aye.

Motion by Yost, second by Mullaney to adjourn at 6:26 p.m. All voting aye.

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Natalie Bertsch, President  
Board of Education

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Sara Gates  
Business Manager