

Unapproved Minutes, November 12th, 2012

President J. Hora called the regular meeting of the Board of Education of Parkston School District #33-3 to order at 6:32 p.m. Present were: J. Hora, M. Heisinger, J. Proehl, R. Heisinger, A. Honke, Supt. S. McIntosh, Bus. Mgr. C. Bruening, Prin. M. DeLange, Prin. J. Kollmann, S. Ehler, C. Tiede, R. VanLaecken, J. Akre, T. Hohn, J. Bartelt, C. Newton, J. Murtha

Moved by Honke and seconded by Proehl to approve the agenda. All members present voted aye

Moved by M. Heisinger and seconded by Proehl to approve the minutes of the last regular board meeting. All members present voted aye

Moved by R. Heisinger and seconded by Honke approve the financial statement as presented:

	GEN. FUND	C.O.L.	SPEC. ED.	PENSION FUND	BOND REDEMPTION	SCHOOL LUNCH	ENTERPRISE FUND	TRUST & AGENCY	LONNY HOFFMANSCHELSKE	ALVIN TOM	TOM MAXWELL
									SCHOLARSHIPS		
Beg. Monthly Balance	1,674,652.84	212,320.94	129,882.65	253,417.66	81,047.47	5,426.88	6,043.54	38,678.09	186.11	703.00	617.10
Receipts											
Taxes	10,967.60	6,968.90	4,181.35	1,045.25	3,432.14						
Tuition - Other LEA	7,029.05										
Tuition - Preschool							1,155.00				
Headstart							1,300.00				
Interest	591.84	3.67	7.20	373.39	0.56	0.54	0.60	1.86			
Activity Passes	120.00										
Admissions	6,844.50										
Miscellaneous	833.22										
Receipts						19,782.60		32,795.54			
Yearbook Ads	2,330.00										
State Aid	143,885.00		20,877.00								
Tuition Our Home	4,825.18										
TOTAL RECEIPTS	177,426.39	6,972.57	25,065.55	1,418.64	3,432.70	19,783.14	2,455.60	32,797.40	0.00	0.00	0.00
Total Cash Available	1,852,079.23	219,293.51	154,948.20	254,836.30	84,480.17	25,210.02	8,499.14	71,475.49	186.11	703.00	617.10
Disbursements	321,312.70	11,976.65	51,552.54			27,503.32		9,628.07			
Ending Balance	1,530,766.53	207,316.86	103,395.66	254,836.30	84,480.17	-2,293.30	8,499.14	61,847.42	186.11	703.00	617.10

All members voted aye

Moved by Proehl and seconded by M. Heisinger to approve the following bills.

ELEMENTARY - \$75,169.09; JUNIOR HIGH - \$16,948.52; JR/SR HI - \$39,388.08; TITLE I - \$11,721.40; GUIDANCE - \$4,740.00; EDUCATIONAL MEDIA - \$3,715.69; TECHNOLOGY - \$6,078.75; EXECUTIVE ADMINISTRATION - \$8,591.75; PRINCIPAL SERVICES - \$14,293.66; FISCAL SERVICES - \$5,310.09; OPERATION AND MAINTENANCE - \$6,386.31; MALE ACTIVITIES - \$2,207.05; FEMALE ACTIVITIES - \$1,585.58; COMBINED ACTIVITIES - \$2,988.20; MILD TO MODERATE - \$29,446.07; EARLY CHILDHOOD PROGRAMS - \$1,405.84; NURSING SERVICES - \$2,529.26; FOOD SERVICE - \$9,060.99; OASI - \$17,223.05; RETIREMENT - \$14,349.15; HEALTH INSURANCE - \$46,747.08; DENTAL - DISTRICT SHARE - \$88.40; WORKMEN'S COMPENSATION - \$1,780.58; LTD - DISTRICT SHARE - \$114.01; ANNUITY - DISTRICT SHARE - \$701.67

GENERAL FUND; - A & M PRODUCTS COMPANY - Expenses - 97.50; - AdvancED Midwest - Expenses - 750.00; - AGLAND CO OP - gas - 83.90; - JAMES AKRE - Expenses - 17.80; - TIM ALLEY - Expenses - 68.00; - AMERICAN TIME & SIGNAL CO - Repairs - 91.95; - ASBSD - Workmans Comp - Expenses - 818.00; - B-J SCHOOL BUS INC -bussing- 32,200.01; - PATRICA BEHREND - Expenses - 9.00; - KATLIN BERG - Expenses - 14.00; - ROCKY BERG - Expenses - 28.00; - LUKE BIETZ - Expenses - 28.00; - BON HOMME SCHOOL DIST #4-2 - Entry Fees - 155.00; - JD BORMANN - Expenses - 88.00; - BRADEN BRUENING - Expenses - 42.00; - CRAIG BRUENING - Expenses - 112.25; - CARD MEMBER SERVICES - Expenses - 139.51; - CASH-WA DISTRIBUTING COMPANY - food supplies - 173.99; - CEDAR SHORE - Lodging - 367.80; - DEAN FOODS - Expenses - 53.84; - MARCHELL DELANGE - Expenses - 39.00; - NATE DOERING - Expenses - 42.00; - SPENCER DUNDAS - Expenses - 7.00; - ELITE BUSINESS SYSTEMS - Copies - 103.88; - CHURCHILL, MANOLIS, FREEMAN, KLUDT, SHELTON & BURNS - Negotiation Fees - 135.00; - VVV GRAINGER - custodial supplies - 617.68; - HANSON-McCOOK BOOKMOBILE - Lease - 150.00; - HAUFF MID-AMERICA SPORTS INC. - Supplies - 55.02; - HENKE TRACTOR REPAIR SHOP - Repairs - 268.60; - REBECCA HERMAN - Expenses - 63.00; - HILLYARD FLOOR CARE SUPPLY - custodial supplies - 200.00; - TYLER HOCKETT - Expenses - 92.00; - JOANN HOFFMAN - News Letter - 224.00; - ROBERTA HOHN - Expenses - 42.85; - HOLIDAY INN Lodging - 468.00; - IMPREST FUND - October Imprest - 2,992.29; - INTERSTATE GLASS & DOOR - Maintenance - 181.33; - J.W. PEPPER & SON INC. - Music - 201.24; - JOSTENS INC - YEARBOOK - 2,860.00; - JODI KLEINDL - Expenses - 9.00; - DEANNA KROEGER - Expenses - 9.00; - KADEN KUMMER - Expenses - 7.00; - DEVIN KURTZ - Expenses - 49.00; - DREW KURTZ - Expenses - 7.00; - NANCY LARSEN - Expenses - 9.00; - ERIC MAESCHEN - Expenses - 122.00; - KRISTINE MALLOY - Expenses - 21.00; - MATHESON LINWELD, INC. - Rental - 11.16; - AMY MATTHEIS - Expenses - 9.00; - MIKE MAXWELL - Expenses - 54.00; - MCCOOK COOPERATIVE - TRIOTEL - Phone & Internet - 86.34; - SHAYNE MCINTOSH - Expenses - 53.35; - THE MITCHELL DAILY REPUBLIC - Subscription - 230.00; - MITCHELL PLUMBING & HEATING - Repairs - 994.27; - MONOPRICE, INC. - Supplies - 140.84; - NORTHWESTERN ENERGY - utilities - 3,919.55; - CARRIE OAKLEY - Expenses - 9.00; - OLIVER & ANDY'S - Supplies - 228.76; - PAPE AUTOMOTIVE - Repairs - 448.44; - PARKSTON ADVANCE - publications - 313.68; - PARKSTON DRUG - supplies - 19.96; - PARKSTON FOOD CENTER - food - 101.96; - PARKSTON, CITY OF - sewer & water - 1,416.77; - POPPLERS MUSIC STORE - Music - 277.84; - QUILL CORP. - supplies - 164.78; - TIM RANDS - Official - 15.00; - RUNNINGS - Supplies - 215.97; - Samash.com - Supplies - 761.45; - SANTEL COMMUNICATIONS - phone & internet service - 401.95; - SCHEETZ IMPLEMENT - Repairs - 73.91; - SCHOLASTIC INC. - Subscriptions - 1,233.86; - MIKE SCOTT - Expenses - 68.00; - SOFTWARE HOUSE INTERNATIONAL - Supplies - 752.02; - TANNER STIRLING - Expenses - 98.00; - STUDIES WEEKLY - Supplies - 17.95; - STURDEVANTS PRONTO AUTO - Repairs - 21.98; - TAYLOR MUSIC, INC - Instruments - 50.00; - TRANE COMPANY - Maintenance - 242.81; - VOYAGER FLEET SYSTEMS INC - Gas - 659.91; - WEBER SANITATION SERVICE - Garbage Service - 655.20; - HEIDI WEBER - Expenses - 30.00; - ASHLEY WERNING - Expenses - 83.80; - JULIE WOLF - Expenses - 9.00; - CAPITOL OUTLAY; - CHARCOLE APPS - Software - 595.00; - ELITE BUSINESS SYSTEMS - Copier Lease - 965.20; - HARD DRIVE OUTLET - Software - 518.66; - HAUFF MID-AMERICA SPORTS INC. - Supplies - 753.00; - IMPREST FUND - October Imprest - 2,709.75; - MUSCIAN'S FRIEND INC -- Expenses - 883.22; - READER'S DEN - Books - 770.79; - REINHART - food supplies - 1,843.20; - TAYLOR MUSIC, INC - Instruments - 602.00; - TIME MANAGEMENT SYSTEMS - Expenses - 646.00; SPECIAL EDUCATION FUND; AVERA ST BENEDICT HEALTH CENTER - Nursing Services - 6,031.91; - Student Parent - Mileage - 102.12; - CAREER CONNECTIONS - Project Skills - 60.00; - CASH-WA DISTRIBUTING COMPANY - food supplies - 28.88; - ASHLEY HERGES - Expenses - 9.00; - MEGAN MCMANUS - Expenses - 9.00; - SARAH PERMANN - Expenses - 9.00; - SANTEL COMMUNICATIONS - phone & internet service - 78.43; - SANDRA SCHRADER - Supplies - 9.75; - VOYAGER FLEET SYSTEMS INC - Gas - 697.77; - REBECCA WEBER - Expenses - 26.60; - ENTERPRISE FUND - FOOD SERVICES; CASH-WA DISTRIBUTING COMPANY - food supplies - 3,568.21; - DEAN FOODS - Food Supplies - 3,104.72; - EARTHGRAINS BAKING CO. INC. - BREAD - 804.20; - GOVERNOR'S INN - Lodging - 75.00; - KIM JUHNKE - Expenses - 233.00; - PARKSTON FOOD CENTER - food - 522.61; - REINHART - food supplies - 5,831.56; - VARIETY FOODS LLC - Food Supplies - 3,155.55; - ENTERPRISE; - TERESA DECKERT - Expenses - 495.00;

Correspondence/Visitors: Roller-Skating in the Multi-Purpose room.

Superintendent McIntosh reported on School Public Lands, Election Results, Planning and Zoning, Gross Receipt Taxes, Legislators invitation to the December School Board meeting

Principal & Athletic Directors Report

DeLange - Professional Development, Parent Teacher Conferences, Book Fair, 5th & 6th Grade Girls Basketball

VanLaecken - Football scheduling, Veteran's Night, Winter Sports Seasons.

Final Reading of Policy Series 100 and 200 was held.

Moved by Honke and seconded by M. Heisinger to approve the 100 & 200 Series of the Parkston School District Policy Manual with changes. All members present voted aye.

Second Reading of the Policy Series 500 was held.

Dual Credit Course Report was give by Principal Kollmann.

Moved by Honke and seconded by Proehl to approve the Safe Routes to School Grant Amendment. All members present voted aye.

USD Teacher Residency Program Report was given to the Board by Superintendent McIntosh.

Bus Contract Renewal was discussed.

Moved by M. Heisinger and seconded by R. Heisinger to declare the old ice machine surplus. All members present voted aye.

Moved by R. Heisinger and seconded by M. Heisinger to approve the Ala Carte Item -- Peanut Butter Sandwich -- price to be \$0.30. All members present voted aye.

President J. Hora called a recess at 8:04 pm

Moved by M. Heisinger and seconded by Honke to go into executive session at 8:08 pm for Student Matter. All members present voted aye.

President J. Hora called the meeting back into session at 9:44 pm.

Moved by R. Heisinger and seconded by Honke to expel student A for being in possession of a dangerous weapon on school property pursuant SDCL 13-32-4 and 13-32-7 and encourage the Superintendent to exercise his right to decrease the length of expulsion at his discretion. All members present voted aye.

Moved by Proehl and seconded by M. Heisinger to adjourn at 8:58 pm All members present voted aye

Submitted by

Craig Bruening
Bus. Mgr.

James Hora
Chairperson

Published once at the total approximate cost of \$_____.

Monthly Hourly Personnel

<u>Name</u>	<u>Description</u>	<u>Amount</u>
JAMES AKRE	SUB PAY JR/SR HIGH	\$27.00
		<u>\$27.00</u>
PEGGY BADER	LUNCH DUTY	\$30.00
		<u>\$30.00</u>
JENNIFER BARTELT	SUB PAY JR/SR HIGH	\$36.00
		<u>\$36.00</u>
ROBERT BERG	VACATION	\$24.28
ROBERT BERG	HOURLY	\$1,723.88
ROBERT BERG	OVERTIME	\$9.11
ROBERT BERG	HOLIDAY	\$194.24
		<u>\$1,951.51</u>
RENAE BIGGE	SUB. PAY TITLE I	\$580.00
		<u>\$580.00</u>
CONNIE BOEHMER	HOURLY	\$1,457.14
CONNIE BOEHMER	SICK	\$88.73
		<u>\$1,545.87</u>
JAMES BOEHMER	SUB PAY JR/SR HIGH	\$72.00
		<u>\$72.00</u>
KRISTI BOEHMER	HOURLY	\$1,285.20
		<u>\$1,285.20</u>
MELISSA BYYKKONEN	HOURLY	\$1,262.05
MELISSA BYYKKONEN	OVERTIME	\$393.46
		<u>\$1,655.51</u>
LORNA DECKER	HOURLY	\$1,708.64
		<u>\$1,708.64</u>
DONNA DEINERT	SUB PAY JR/SR HIGH	\$27.00
		<u>\$27.00</u>
LEON EDLUND	SUB. PAY ELEMENTARY	\$472.50
		<u>\$472.50</u>
PATRICIA FREELAND	SUB PAY JR/SR HIGH	\$9.00
		<u>\$9.00</u>
LORI ANN FUERNISS	SUB. PAY ELEMENTARY	\$18.00
LORI ANN FUERNISS	SUB. PAY-SPEC. ED.	\$130.50
		<u>\$148.50</u>
STEPHANIE GELDERMAN	SUB PAY JR/SR HIGH	\$18.00
		<u>\$18.00</u>

Monthly Hourly Personnel

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<u>Name</u>	<u>Description</u>	<u>Amount</u>
REBECCA GRAJKOWSKE	HOURLY	\$1,842.58
REBECCA GRAJKOWSKE	OVERTIME	\$10.86
REBECCA GRAJKOWSKE	SICK	\$14.48
REBECCA GRAJKOWSKE	FAMILY ILLNESS	\$115.84
REBECCA GRAJKOWSKE	HOLIDAY PAY	\$231.68
		<u>\$2,215.44</u>
EVA GRAMM	HOURLY - PARTTIME - OTHERS	\$60.20
		<u>\$60.20</u>
GERALD GRAMM	SUB PAY JR/SR HIGH	\$144.00
		<u>\$144.00</u>
SUSAN HARNISCH	HOURLY	\$1,480.96
		<u>\$1,480.96</u>
LINDA HARRIS	HOURLY	\$1,661.58
		<u>\$1,661.58</u>
JUDY HEISINGER	HOURLY	\$1,353.88
JUDY HEISINGER	SICK	\$101.36
JUDY HEISINGER	PERSONAL	\$94.12
		<u>\$1,549.36</u>
THOMAS HEISINGER	VACATION	\$119.40
THOMAS HEISINGER	HOURLY	\$2,252.68
THOMAS HEISINGER	OVERTIME	\$304.47
THOMAS HEISINGER	HOLIDAY	\$254.72
		<u>\$2,931.27</u>
ROBERTA HOHN	HOURLY	\$1,307.33
ROBERTA HOHN	PERSONAL	\$32.82
		<u>\$1,340.15</u>
CHAD JODOZI	SUB PAY JR/SR HIGH	\$27.00
		<u>\$27.00</u>
KIM JUHNKE	SICK	\$235.95
KIM JUHNKE	HOURLY	\$1,808.95
		<u>\$2,044.90</u>
KEVIN KLEINDL	SUB PAY JR/SR HIGH	\$18.00
		<u>\$18.00</u>
LEONNA KOEHN	HOURLY	\$1,026.86
LEONNA KOEHN	PERSONAL	\$33.36
LEONNA KOEHN	FAMILY ILLNESS	\$66.71
		<u>\$1,126.93</u>
PEGGY KUMMER	HOURLY	\$1,487.15

Monthly Hourly Personnel

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<u>Name</u>	<u>Description</u>	<u>Amount</u>
PEGGY KUMMER	OVERTIME	\$4.55
PEGGY KUMMER	SICK	\$145.68
PEGGY KUMMER	FAMILY ILLNESS	\$24.28
PEGGY KUMMER	HOLIDAY PAY	\$194.24
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		\$1,855.90
ELIZABETH LUEBKE	HOURLY	\$1,127.97
ELIZABETH LUEBKE	SICK	\$24.90
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		\$1,152.87
KRISTINE MALLOY	LUNCH DUTY	\$90.00
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		\$90.00
PAULETTE MANGOLD	SUB PAY JR/SR HIGH	\$36.00
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		\$36.00
KIM MCCANN	SUB PAY JR/SR HIGH	\$36.00
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		\$36.00
CHRISTY MOGCK	HOURLY	\$961.05
CHRISTY MOGCK	PERSONAL	\$4.30
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		\$965.35
JULI MOKE	LUNCH DUTY	\$22.50
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		\$22.50
LINDA MULDER	SUB. PAY ELEMENTARY	\$610.00
LINDA MULDER	SUB. PAY-SPEC. ED.	\$163.50
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		\$773.50
RACHEL NELSON	SUB PAY JR/SR HIGH	\$18.00
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		\$18.00
ERIC NORDEN	LUNCH DUTY	\$157.50
ERIC NORDEN	SUB PAY JR/SR HIGH	\$9.00
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		\$166.50
CARRIE OAKLEY	LUNCH DUTY	\$30.00
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		\$30.00
LASHAWN OBEREMBT	SUB PAY JR/SR HIGH	\$18.00
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		\$18.00
LINDA OSTER	LONG TERM SUBSTITUTE	\$1,296.00
LINDA OSTER	SUB PAY JR/SR HIGH	\$240.00
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		\$1,536.00
JOYCE RADEL	HOURLY	\$1,434.00
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		\$1,434.00
PEGGY RANDS	SUB. PAY ELEMENTARY	\$247.50

Monthly Hourly Personnel

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<u>Name</u>	<u>Description</u>	<u>Amount</u>
PEGGY RANDS	SUB. PAY-SPEC. ED.	\$76.50
		<u>\$324.00</u>
EUNICE SCHMIDT	SUB PAY JR/SR HIGH	\$144.00
		<u>\$144.00</u>
MELISSA SCHNABEL	SUB PAY JR/SR HIGH	\$18.00
		<u>\$18.00</u>
ALISHA SPURRELL	SUB PAY JR/SR HIGH	\$18.00
		<u>\$18.00</u>
SHAWN SPURRELL	SUB PAY JR/SR HIGH	\$18.00
		<u>\$18.00</u>
CHAD STIRLING	VACATION	\$110.04
CHAD STIRLING	HOURLY	\$1,208.15
CHAD STIRLING	HOLIDAY	\$146.72
		<u>\$1,464.91</u>
JUDY THURY	SICK	\$17.04
JUDY THURY	HOURLY	\$1,337.64
		<u>\$1,354.68</u>
JOANNE VANLAECKEN	HOURLY	\$1,668.82
JOANNE VANLAECKEN	PERSONAL	\$101.36
		<u>\$1,770.18</u>
ROBBIE VANLAECKEN	LUNCH DUTY	\$150.00
ROBBIE VANLAECKEN	SUB PAY JR/SR HIGH	\$27.00
		<u>\$177.00</u>
DORIS WAGNER	PERSONAL	\$100.17
DORIS WAGNER	HOURLY	\$1,602.72
		<u>\$1,702.89</u>
LOIS WAGNER	HOURLY	\$1,625.38
LOIS WAGNER	SICK	\$28.96
		<u>\$1,654.34</u>
JULIE WOLF	HOURLY	\$1,447.86
JULIE WOLF	VACATION	\$56.64
JULIE WOLF	SICK	\$375.24
JULIE WOLF	PERSONAL	\$14.16
JULIE WOLF	HOLIDAY PAY	\$226.56
		<u>\$2,120.46</u>
		<u>\$43,067.60</u>

**BILLS TO BE PAID IN FOR THE MONTH
GENERAL FUND**

<u>Description</u>	<u>Invoice</u>	<u>Amount</u>
- gas	1335	23.16
SUPPLIES - ROLLS FOR AMERICAN EDUCATION	13988	143.10
- gas	4036	15.97
VEHICLE REPAIRS & SERVICE - TAURUS	65657	39.70
VEHICLE REPAIRS & SERVICE - CAR-TIRES	65779	256.00
VEHICLE REPAIRS & SERVICE - CAR-TIRES	65966	256.00
000410 AGLAND CO OP		733.93
Repairs	202516	78.01
004194 AUTOMATIC BUILDING CONTROLS		78.01
TRAVEL - ELEM.	DEC12-2177-0001	0.00
TRAVEL - JR/SR HI -	DEC12-2177-0001	0.00
TRAVEL - BUS - FCCLA	DEC12-2177-0001	760.96
BOARD INSERVICE	DEC12-2177-0001	0.00
TRAVEL-CROSS COUNTRY	DEC12-2177-0001	0.00
BUS - FBLA	DEC12-2177-0001	0.00
BOYS GOLF	DEC12-2177-0001	0.00
TRAVEL - GIRLS GOLF	DEC12-2177-0001	0.00
TRAVEL - TRACK	DEC12-2177-0001	0.00
TRAVEL - FOOTBALL	DEC12-2177-0001	0.00
TRAVEL - BOYS BASKETBALL	DEC12-2177-0001	0.00
TRAVEL - WRESTLING	DEC12-2177-0001	0.00
TRAVEL,MEALS,LODGING-VOLLEYBAL	DEC12-2177-0001	0.00
GIRLS BASKETBALL - TRAVEL	DEC12-2177-0001	1,009.20
BUS - VOCAL	DEC12-2177-0001	222.72
CONTRACTED SERVICES	DEC12-2177-0001	21,063.28
TRAVEL - BAND	DEC12-2177-0001	0.00
TRAVEL - BAND	DEC12-2177-0001	0.00
000435 B-J SCHOOL BUS INC		23,056.16
SUPPLIES - FISCAL SERVICES	120112	18.48
BRUECR BRUENING, CRAIG		18.48
A		
LAPTOP BATTERIES	112712-	77.98
007984 CARD MEMBER SERVICES		77.98
SERVICE LABOR	166173	61.22
Repairs	169901	20.41
006701 DAKOTA SECURITY SYSTEMS, INC.		81.63
PRESCHOOL	5225073	14.19
SNACKS - DISCOVER CENTER	5225175	11.33
PRESCHOOL	5225419	14.71
006125 DEAN FOODS - NORTH CENTRAL		40.23
OH, WHAT A TANGLED WEB	5171559	6.95
SHIPPING	5171559	10.58
THE WESTING GAME	5171559	8.95
THE AUDITIONS	5171559	6.95

**BILLS TO BE PAID IN FOR THE MONTH
GENERAL FUND**

<u>Description</u>	<u>Invoice</u>	<u>Amount</u>
PAPER OR PLASTIC	5171559	6.95
002227 DRAMATIC PUBLISHING		40.38
SERVICE JR/SR HI COPIER	114490-0002	0.00
SERVICE ELEM. COPIER	114490-0002	0.00
007655 ELITE BUSINESS SYSTEMS		0.00
LITHIUM SULFATE 100 G	1603219	24.00
POTASSIUM SULFATE 100 G	1603219	9.95
CALCIUM CHLORIDE 500 G	1603219	6.60
SHIPPING	1603219	13.45
002680 FLINN SCIENTIFIC INC.		54.00
LEGAL SERVICE	261354	1,823.12
002651 FREEMAN, KLUDT, SHELTON & BURNS, CHURCHILL, MANOLIS,		1,823.12
Repairs	9000912684	423.64
001479 GRAINGER, WW		423.64
Repairs	410921	9.95
Repairs	410925	65.88
000725 HERMAN'S APPLIANCE		75.83
Steck Vaughn Spelling Level 3 TE	948990431	73.70
SHIPPING	948990431	7.74
000173 HOUGHTON MIFFLIN.		81.44
Postage - HS	NOV12-3	30.15
Custodial Supplies	NOV12-3	27.90
Custodial Supplies	NOV12-3	21.60
Custodial Supplies	NOV12-3	0.96
JV & JH FB Official	NOV12-3	88.00
Art Grant Supplies	NOV12-3	175.00
Postage - High School	NOV12-5	10.60
000443 IMPREST FUND		354.21
AMANI-AUDREY SNYDER-HAL LEONARD - SATB	03325738	1.80
EVERY TIME I FEEL THE SPIRIT - KOEPKE, A	03325738	3.90
AHLELUJAH, AMEN-HANDEL - SATB	03325738	2.25
HOME ON THE RANGE-MARK HAYES - SATB	03325738	1.80
SKIP TO MY LOU-GREG GILPIN - SATB	03325738	1.95
HOW CAN I KEEP FROM SINGING-PARKER, A-SS	03325738	1.60
HYMN TO FREEDOM- PETERSON, O-SSA	03325738	1.75
OYE (LISTEN!) - JIM PAPOULIS -SSA	03325738	1.95
PSALM 100 - RENE CLAUSEN - SSA	03325738	2.50
SHENANDOAH - GOETZE -SSA	03325738	1.90
SHIPPING	03325738	7.99
000274 J.W. PEPPER & SON INC.		29.39
REGION V MTG MEAL	082712	12.00
MARCHING BAND MEAL	092912	21.00

**BILLS TO BE PAID IN FOR THE MONTH
GENERAL FUND**

<u>Description</u>	<u>Invoice</u>	<u>Amount</u>
MARCHING BAND MEAL	100612	21.00
ALL STATE ORCHESTRA MEALS	102712	78.00
MARCHING BAND MEAL	111112	21.00
		153.00
KLEIKE KLEINDL, KEVIN V		
MISC SUPPLIES-INDUSTRIAL TECH	50336711	10.80
007694 MATHESON LINWELD, INC.		10.80
TELEPHONE	DEC12-0001	0.00
TELEPHONE	DEC12-0001	29.06
INTERNET SERVICES - COLONY	DEC12-0001	54.95
004153 MCCOOK COOPERATIVE - TRIOTEL		84.01
MILEAGE	112912	58.30
MCINS MCINTOSH, SHAYNE HA		58.30
REPAIRS-INTRUMENTAL	36014	192.00
001348 MIKES BAND INSTRUMENT REPAIR		192.00
REGION V MTG MEAL	082712	12.00
MEALS AT MARCHING BAND CONTEST	092912	21.00
MEALS AT MARCHING BAND CONTEST	100612	21.00
MEALS AT MARCHING BAND CONTEST	101112	9.00
MEALS AT MARCHING BAND CONTEST	101312	21.00
MEALS AT ALL STATE CHOIR	102812	78.00
NELSRA NELSON, RACHEL C		162.00
NATURAL GAS - NEW ELM SPRINGS	DEC12-0001	103.93
ELECTRICITY - JR/SR - ELEM	DEC12-0001	6,454.93
ELECTRICITY - ATHLETIC COMPLEX	DEC12-0001	195.66
ELECTRICITY - OUR HOME	DEC12-0001	170.40
NATURAL GAS - OUR HOME	DEC12-0001	46.80
000423 NORTHWESTERN ENERGY		6,971.72
HIGH SCHOOL	DEC12-0001	0.00
CHECKS	DEC12-0001	0.00
ELEMEN	DEC12-0001	0.00
ELEM SUBSCRIPTION	DEC12-0001	0.00
HS SUBSCRIPTION	DEC12-0001	0.00
PROCEEDINGS	DEC12-0001	171.57
SUPPLIES	DEC12-0001	0.00
PUBLICATIONS	DEC12-0001	0.00
SUPPLIES - ATHLETIC DIRECTOR	DEC12-0001	0.00
000445 PARKSTON ADVANCE		171.57
COMMERCIAL CLUB DUES	FY13	200.00
007952 PARKSTON COMMERCIAL CLUB		200.00
Repairs	3811	385.52
005068 PARKSTON ELECTRIC		385.52

**BILLS TO BE PAID IN FOR THE MONTH
GENERAL FUND**

<u>Description</u>	<u>Invoice</u>	<u>Amount</u>
PRESCHOOL	261657	14.07
SUPPLIES - FAMILY LIVING	261900	37.42
PRESCHOOL	263136	5.78
SNACKS - DISCOVER CENTER	265268	2.89
SUPPLIES - FAMILY LIVING	265604	13.70
PRESCHOOL SNACKS	267229	9.76
PRESCHOOL	267544	7.96
000749 PARKSTON FOOD CENTER		91.58
AMBULANCE ATTENDANCE AT FB GAMES	110512	100.00
002095 PARKSTON RURAL AMBULANCE DIST		100.00
WATER	DEC12-1499-0001	0.00
WATER	DEC12-1499-0001	211.09
WATER	DEC12-5101-0001	135.40
000480 PARKSTON, CITY OF		346.49
POSTAGE - HS	1427063-NV12	61.50
POSTAGE - ELEM	1427063-NV12	61.50
003809 PITNEY BOWES - PURCHASE POWER		123.00
CHRISTMAS POPS TRIO 2-PART	1580455	2.95
ADVENT ALLELUIA 2-PART	1580455	1.70
SHIPPING	1580455	2.95
ON WITH THE SNOW 2-PART	1580455	1.85
000283 POPPLERS MUSIC STORE		9.45
CUSTODIAL - SUPPLIES	1498611	31.98
CUSTODIAL - SUPPLIES	1499330	36.76
CUSTODIAL - SUPPLIES	1499565	12.37
CUSTODIAL - SUPPLIES	1500254	9.28
CUSTODIAL - SUPPLIES	1501046	1.99
CREDIT ON RETURN	1501053	(1.99)
CUSTODIAL - SUPPLIES	1501081	33.25
CUSTODIAL - SUPPLIES	1501201	25.77
000502 RUNNINGS		149.41
TELEPHONE - FISCAL SERVICES	DEC12-0001	75.02
TELEPHONE - ELEM. OFFICE	DEC12-0001	75.03
SEC. PRINCIPAL TELEPHONE	DEC12-0001	75.02
TELEPHONE	DEC12-0001	75.02
INTERNET SERVICES	DEC12-0001	0.00
INTERNETS SERVICES - COLONY	DEC12-0001	53.95
CREDIT ON BROADBAND	DEC12-0001	0.00
TELEPHONE COLONY	DEC12-0001	32.76
INTERNET SERVICES - JR/SR HI	DEC12-0001	0.00
INTERNET ACCESS - COLONY HIGH SCHOOL	DEC12-0001	0.00
003246 SANTEL COMMUNICATIONS		386.80
AUDIT SERVICE	FY13	6,500.00

**BILLS TO BE PAID IN FOR THE MONTH
GENERAL FUND**

<u>Description</u>	<u>Invoice</u>	<u>Amount</u>
000040 SCHOENFISH & CO., INC		6,500.00
NAT'L FED NEWS	76610	6.00
JOURNALISM DUES	76610	25.00
003645 SDHSAA		31.00
VEHICLE REPAIRS & SERVICE	90477211	21.98
000475 STURDEVANTS PRONTO AUTO		21.98
MILEAGE FOR INSERVICE	111612	33.00
008912 TSCHETTER, JENNIFER		33.00
MEAL	110712	12.00
VANLRO VANLAECKEN, ROBBIE		12.00
B	00032825	60.33
- Gas	00587008	67.87
- Gas	03330013	14.78
- Gas	0379578	53.58
- Gas	140-	57.12
- Gas	166-	48.33
- Gas	185	30.48
- Gas	27-5	47.09
- Gas	30626033	32.19
- Gas	40460013	21.66
- Gas	41370013	14.42
- Gas	48330013	19.00
- Gas	55260013	63.49
- Gas	57-1	34.25
- Gas	58-2	29.33
- Gas	73-3	31.08
- Gas	90-3	14.91
006315 VOYAGER FLEET SYSTEMS INC		639.91
LMVC CONF DUES	110812	250.00
SESD CONF DUES	110812	300.00
000788 WAGNER SCHOOL		550.00
GARBAGE	DEC12-0001	655.20
000417 WEBER SANITATION SERVICE		655.20
	Fund Total:	\$45,007.17

**BILLS TO BE PAID IN FOR THE MONTH
CAPITOL OUTLAY**

<u>Description</u>	<u>Invoice</u>	<u>Amount</u>
APPLE TV	4212816952	198.00
008839 APPLE EDUCATION		198.00
COPIER LEASE	115215DEC-0001	482.60
COPIER LEASE	115215DEC-0001	482.60
007655 ELITE BUSINESS SYSTEMS		965.20
TECHNOLOGY - JR/SR HI	2269-0001	183.23
TECHNOLOGY ELEMENTARY	2269-0001	183.23
002304 HARD DRIVE OUTLET		366.46
PERIMETER GAME JERSEY AND SHORTS	02286100	1,347.75
006142 Ultimate Team Sales		1,347.75
	Fund Total:	\$2,877.41

**BILLS TO BE PAID IN FOR THE MONTH
SPECIAL EDUCATION FUND**

<u>Description</u>	<u>Invoice</u>	<u>Amount</u>
Speech Therapy Services - PERMANN & OSTE	DEC12-0001	6,349.29
001262 AVERA ST BENEDICT HEALTH CENTER		6,349.29
ESTR - J - Revised Forms, Lavender	5647	40.00
Online Transition Scale Report Generator	5647	40.00
Shipping	5647	6.00
006134 ESTR PUBLICATIONS		86.00
TELEPHONE - ADMINISTRATIVE	DEC12-0001	75.02
003246 SANTEL COMMUNICATIONS		75.02
- Gas	00548004	44.86
- Gas	02030013	46.96
- Gas	04350013	39.63
- Gas	08300013	43.42
- Gas	16040013	47.10
- Gas	18280013	72.13
- Gas	20130013	48.49
- Gas	44420013	65.51
- Gas	51280013	80.88
- Gas	51580013	51.49
- Gas	56040013	46.97
- Gas	56350013	47.15
- Gas	57200013	43.30
006315 VOYAGER FLEET SYSTEMS INC		677.89
	Fund Total:	\$7,188.20

BILLS TO BE PAID IN FOR THE MONTH
ENTERPRISE FUND - FOOD SERVICE

<u>Description</u>	<u>Invoice</u>	<u>Amount</u>
CREDIT ON RETURN	1246610CR	(9.86)
CREDIT ON RETURN	1252616CR	(11.31)
FOOD PURCHASES-LUNCH	8704911	597.95
VENDING MACHINE	8704911	122.33
VENDING MACHINE	8707343	11.31
FOOD SERVICE SUPPLIES	8707343	59.68
VENDING MACHINE	8715675	11.31
FOOD PURCHASES-LUNCH	8715675	327.02
FOOD PURCHASES-LUNCH	8723553	237.71
FOOD SERVICE SUPPLIES	8726322	132.96
FOOD PURCHASES-LUNCH	8726322	380.13
VENDING MACHINE	8726322	59.58
FOOD PURCHASES-LUNCH	8734541	18.02
FOOD SERVICE SUPPLIES	8738216	274.05
FOOD PURCHASES-LUNCH	8738216	366.48
VENDING MACHINE	8743391	11.31
FOOD PURCHASES-LUNCH	8743391	18.02
FOOD PURCHASES-LUNCH	8746275	170.17
000008 CASH-WA DISTRIBUTING COMPANY		2,776.86
FOOD PURCHASES - BREAKFAST	265	267.04
FOOD PURCHASES-LUNCH	265	1,592.52
003632 CHILD & ADULT NUTRITION SERVICE		1,859.56
FOOD PURCHASES-LUNCH	5225073	255.71
FOOD PURCHASES-LUNCH	5225120	397.62
FOOD PURCHASES-LUNCH	5225175	357.45
FOOD PURCHASES-LUNCH	5225220	156.74
FOOD PURCHASES-LUNCH	5225222	22.34
FOOD PURCHASES-LUNCH	5225263	495.35
FOOD PURCHASES-LUNCH	5225306	276.60
FOOD PURCHASES-LUNCH	5225419	486.40
006125 DEAN FOODS - NORTH CENTRAL		2,448.21
FOOD PURCHASES-LUNCH	31703131053	63.00
FOOD PURCHASES-LUNCH	31703131754	180.25
BREAD	31703133152	127.80
006113 EARTHGRAINS BAKING CO. INC.		371.05
REPAIR OVEN KNOBS	267547	15.00
000725 HERMAN'S APPLIANCE		15.00
FOOD PURCHASES-LUNCH	18940	100.16
FOOD PURCHASES-LUNCH	19075	11.84
FOOD PURCHASES-LUNCH	19078	11.84
FOOD PURCHASES-LUNCH	19281	30.16
FOOD PURCHASES-LUNCH	259141	5.55
FOOD PURCHASES-LUNCH	259747	8.92
FOOD PURCHASES-LUNCH	261657	10.18
FOOD PURCHASES-LUNCH	261895	6.00

**BILLS TO BE PAID IN FOR THE MONTH
ENTERPRISE FUND - FOOD SERVICE**

<u>Description</u>	<u>Invoice</u>	<u>Amount</u>
FOOD PURCHASES-LUNCH	263136	7.06
FOOD PURCHASES-LUNCH	263759	10.36
FOOD PURCHASES-LUNCH	264386	17.52
FOOD PURCHASES-LUNCH	265268	21.90
FOOD PURCHASES-LUNCH	265605	14.34
FOOD PURCHASES-LUNCH	267544	7.66
FOOD PURCHASES-LUNCH	267848	7.98
FOOD PURCHASES-LUNCH	268133	18.69
000749 PARKSTON FOOD CENTER		290.16
FOOD PURCHASES-LUNCH	192047	1,171.36
FOOD PURCHASES - BREAKFAST	192047	198.99
FOOD PURCHASES-LUNCH	194806	1,527.94
FOOD PURCHASES-LUNCH	197275	1,447.03
FOOD PURCHASES - BREAKFAST	197275	463.34
FOOD PURCHASES - BREAKFAST	198512	241.20
VENDING MACHINE	198512	24.68
FOOD PURCHASES-LUNCH	198512	1,131.26
003622 REINHART		6,205.80
FOOD SERVICE SUPPLIES	1499404	3.49
000502 RUNNINGS		3.49
FOOD PURCHASES-LUNCH	996174	888.99
FOOD PURCHASES - BREAKFAST	996174	145.02
FOOD PURCHASES-LUNCH	997196	592.58
FOOD PURCHASES-LUNCH	998202	1,308.51
FOOD PURCHASES - BREAKFAST	998202	179.22
007911 VARIETY FOODS LLC		3,114.32
LUNCH MONEY REIMBURSEMENT	113012	114.82
008913 WHITMORE, KEITH		114.82
Fund Total:		\$17,199.27

**BILLS TO BE PAID IN FOR THE MONTH
ENTERPRISE FUND - FOOD SERVICE**

Description

Invoice

Amount

Checking Account Total:

72,272.05

TRUST & AGENCY BILLS

Vendor Number	Vendor Name	Amount
Detail Description	Invoice Number	Amount Account Number
Checking Account ID 3 007925	Fund Number 71 AIA CORPORATION	TRUST & AGENCY 374.12
WRISTBANDS FOR PRIZES	1338609	374.12 71 6900 614 490
Vendor Name AIA CORPORATION		<u>374.12</u>
005403	Brookings FCCLA	3,202.00
CLUSTER MEETING - HOTEL-TRANS & TOURS	102212	3,202.00 71 6900 612 490
Vendor Name Brookings FCCLA		<u>3,202.00</u>
005373	CROSSROADS HOTEL	109.48
MOTEL ROOM	102512	109.48 71 6900 612 490
Vendor Name CROSSROADS HOTEL		<u>109.48</u>
000632	FARMERS STATE BANK	225.00
CASH FOR FCCLA PRIZES FOR FUNDRAISER	110212	225.00 71 6900 612 490
45 - \$1 - 10-\$5 - 5 - \$10 - 4 - \$20	110212	0.00 71 6900 612 490
Vendor Name FARMERS STATE BANK		<u>225.00</u>
005513	FCCLA	1,360.00
CLUSTER MTG REG. - ID # 28208	102212	1,360.00 71 6900 612 490
Vendor Name FCCLA		<u>1,360.00</u>
FOODSERVIC	FOOD SERVICE WAREHOUSE	2,537.00
ICE MACHINE	439295-	2,537.00 71 6900 601 490
Vendor Name FOOD SERVICE WAREHOUSE		<u>2,537.00</u>
001833	GREAT AMERICAN OPPORTUNITIES	7,195.68
MAGAZINE FUNDRAISER	3225374	7,195.68 71 6900 634 490
Vendor Name GREAT AMERICAN OPPORTUNITIES		<u>7,195.68</u>
000419	HAUFF MID-AMERICA SPORTS INC.	47.76
FLAG FB SETS	250319	47.76 71 6900 614 490
Vendor Name HAUFF MID-AMERICA SPORTS INC.		<u>47.76</u>
008911	JERVIK, DAN	88.00
9 & 10 FB OFFICIAL	100912	20.00 71 6900 601 490
7 & 8 FB OFFICIAL	100912	68.00 71 6900 601 490
Vendor Name JERVIK, DAN		<u>88.00</u>
007928	MISSOULA CHILDREN'S THEATRE	50.00
MISSOULA CHILDREN'S THEATRE LIC. AGREE	FY13	50.00 71 6900 646 490
Vendor Name MISSOULA CHILDREN'S THEATRE		<u>50.00</u>
NELSRAC	NELSON, RACHEL	78.40
CORSAGES & BOUTINEERS FOR ALL STATE CHOI	110212	78.40 71 6900 621 490
Vendor Name NELSON, RACHEL		<u>78.40</u>
002767	PARKSTON ATHLETIC BOOSTER CLUB	247.00
WATER- CONCESSIONS	103112	247.00 71 6900 612 490

TRUST & AGENCY BILLS

Vendor Number	Vendor Name	Amount
Detail Description	Invoice Number	Amount Account Number
Vendor Name	PARKSTON ATHLETIC BOOSTER CLUB	<u>247.00</u>
000749	PARKSTON FOOD CENTER	19.43
POPCORN OIL	257641	19.43 71 6900 614 490
000749	PARKSTON FOOD CENTER	85.05
CANDY FOR LOUNGE	260154	85.05 71 6900 643 490
Vendor Name	PARKSTON FOOD CENTER	<u>104.48</u>
000667	PEPSI COLA CO - WP BEVERAGES	259.70
POP FOR MACHINES	71950275	259.70 71 6900 603 490
000667	PEPSI COLA CO - WP BEVERAGES	259.70
POP MACHINES	71950432	259.70 71 6900 603 490
Vendor Name	PEPSI COLA CO - WP BEVERAGES	<u>519.40</u>
000712	POSTAGE - Jerry Marquardt	10.60
HS POSTAGE	110312HS	10.60 71 6900 601 490
000712	POSTAGE - Jerry Marquardt	12.15
POSTAGE - HS	110712	12.15 71 6900 601 490
000712	POSTAGE - Jerry Marquardt	7.40
POSTAGE - HS	110812	7.40 71 6900 601 490
000712	POSTAGE - Jerry Marquardt	10.60
POSTAGE - HS	112012HS	10.60 71 6900 601 490
Vendor Name	POSTAGE - Jerry Marquardt	<u>40.75</u>
002245	SCHOLASTIC BOOK FAIRS INC	3,107.50
BOOK FAIR	W3085970BF	3,107.50 71 6900 616 490
Vendor Name	SCHOLASTIC BOOK FAIRS INC	<u>3,107.50</u>
SPURSHA	SPURRELL, SHAWN	125.00
DEPENDENT CARE - SPURRELL	110912	125.00 71 6900 722 490
Vendor Name	SPURRELL, SHAWN	<u>125.00</u>
000415	UNTEREINERS INC	225.46
CUSTODIANS	119139	50.46 71 6900 601 490
ART ROOM - CANVAS	119139	175.00 71 6900 601 490
Vendor Name	UNTEREINERS INC	<u>225.46</u>
006577	WORLD'S FINEST CHOCOLATE INC.	1,378.00
CHOCOATE FUND RAISER	90677281	1,378.00 71 6900 624 490
Vendor Name	WORLD'S FINEST CHOCOLATE INC.	<u>1,378.00</u>
004723	WYHES CHOICE FUNDRAISING INC	5,188.17
BUTTER BRAIDS FUND RAISER	19015	5,188.17 71 6900 603 490
Vendor Name	WYHES CHOICE FUNDRAISING INC	<u>5,188.17</u>
Fund Number	71	<u>26,203.20</u>
Checking Account ID	3	<u>26,203.20</u>

Fund: 71 TRUST & AGENCY

<u>Chart of Account Number</u>	<u>Chart of Account Description</u>	<u>Beginning Balance</u>	<u>Expenses</u>	<u>Revenues</u>	<u>Balance Change</u>	<u>Balance</u>
71 415 501	MEDICAL - FREELAND	(88.64)	0.00	0.00	0.00	(88.64)
71 415 502	MEDICAL - BADER, P	(50.00)	0.00	0.00	0.00	(50.00)
71 415 507	MEDICAL - BRANUM, D	0.00	0.00	0.00	0.00	0.00
71 415 511	MEDICAL - MILLER, J	0.00	0.00	0.00	0.00	0.00
71 415 514	MEDICAL - TIEDE, C	(83.26)	0.00	0.00	0.00	(83.26)
71 415 515	MEDICAL - VANLAECKEN	(10.02)	0.00	0.00	0.00	(10.02)
71 415 517	MEDICAL - SCHNABEL	(125.00)	0.00	0.00	0.00	(125.00)
71 415 518	MEDICAL - LARSON, J	0.00	0.00	0.00	0.00	0.00
71 415 519	MEDICAL - WOLF	(100.00)	0.00	0.00	0.00	(100.00)
71 415 521	MEDICAL - DEINERT, D	(41.63)	0.00	0.00	0.00	(41.63)
71 415 522	MEDICAL - RADEL	0.00	0.00	0.00	0.00	0.00
71 415 524	MEDICAL - HEISINGER T.	(50.00)	0.00	0.00	0.00	(50.00)
71 415 525	MEDICAL - HEISINGER L.	0.00	0.00	0.00	0.00	0.00
71 415 530	MEDICAL - KOLLMANN	(200.00)	0.00	0.00	0.00	(200.00)
71 415 534	MEDICAL - MANGOLD	745.77	0.00	0.00	0.00	745.77
71 415 538	MEDICAL - DECKER	66.00	0.00	0.00	0.00	66.00
71 415 540	MEDICAL - THURY	0.00	0.00	0.00	0.00	0.00
71 415 541	MEDICAL - GLOBKE	0.00	0.00	0.00	0.00	0.00
71 415 582	MEDICAL - MILLER, T	0.00	0.00	0.00	0.00	0.00
71 415 598	MEDICAL - MONSON	0.00	0.00	0.00	0.00	0.00
71 415 603	BAND CLUB	15,342.95	0.00	0.00	0.00	15,342.95
71 415 612	FCCLA	1,125.09	0.00	0.00	0.00	1,125.09
71 415 614	GRADES	3,239.61	0.00	0.00	0.00	3,239.61
71 415 616	LIBRARY CLUB	(121.49)	0.00	0.00	0.00	(121.49)
71 415 617	RE-SALE	(2,570.61)	0.00	0.00	0.00	(2,570.61)
71 415 619	STUDENT COUNCIL	5,344.87	0.00	0.00	0.00	5,344.87
71 415 620	SUPER NOW - INTEREST	2,631.02	0.00	0.00	0.00	2,631.02
71 415 621	VOCAL CLUB	1,844.99	0.00	0.00	0.00	1,844.99
71 415 624	FUTURE BUSINESS LEADERS	1,134.75	0.00	0.00	0.00	1,134.75
71 415 626	TORCH	63.79	0.00	0.00	0.00	63.79
71 415 627	ART CLUB	1,237.29	0.00	0.00	0.00	1,237.29
71 415 628	NATIONAL HONOR SOCIETY	1,225.60	0.00	0.00	0.00	1,225.60
71 415 630	CLASS OF 2010	0.00	0.00	0.00	0.00	0.00
71 415 631	CLASS OF 2011	0.00	0.00	0.00	0.00	0.00
71 415 632	CLASS OF 2012	0.00	0.00	0.00	0.00	0.00
71 415 633	CLASS OF 2013	2,730.27	0.00	0.00	0.00	2,730.27
71 415 634	CLASS OF 2014	6,269.55	0.00	0.00	0.00	6,269.55
71 415 635	CLASS OF 2015	1,360.45	0.00	0.00	0.00	1,360.45

<u>Chart of Account Number</u>	<u>Chart of Account Description</u>	<u>Beginning Balance</u>	<u>Expenses</u>	<u>Revenues</u>	<u>Balance Change</u>	<u>Balance</u>
71 415 636	CLASS OF 2016	1,382.20	0.00	0.00	0.00	1,382.20
71 415 637	CLASS OF 2017	608.63	0.00	0.00	0.00	608.63
71 415 638	CLASS OF 2018	292.91	0.00	0.00	0.00	292.91
71 415 639	CLASS OF 2009	0.00	0.00	0.00	0.00	0.00
71 415 640	GATE RECEIPTS	2,933.66	0.00	0.00	0.00	2,933.66
71 415 641	FELLOW CHRISTIAN ATHLETES	713.57	0.00	0.00	0.00	713.57
71 415 642	WRESTLING CLUB	0.00	0.00	0.00	0.00	0.00
71 415 643	SKILLS CLASS	212.05	0.00	0.00	0.00	212.05
71 415 646	MEDIA CLUB	1,102.77	0.00	0.00	0.00	1,102.77
71 415 701	DEPENDENT CARE - OAKLEY	0.00	0.00	0.00	0.00	0.00
71 415 718	DEPENDENT CARE - LARSON, J	0.00	0.00	0.00	0.00	0.00
71 415 722	DEPENDENT CARE - SPURRELL	125.00	0.00	0.00	0.00	125.00
71 430 601	IMPREST ACCOUNT	5,078.96	0.00	0.00	0.00	5,078.96
Fund Total: 71		53,371.10	0.00	0.00	0.00	53,371.10

	<u>Beginning Balance</u>	<u>Expenses</u>	<u>Revenues</u>	<u>Balance Change</u>	<u>Balance</u>
	617.10	0.00	0.00	0.00	617.10
Fund Total: 76	<u>617.10</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>617.10</u>

Fund: 77 SCHOLARSHIP - LONNY HOFFMAN

<u>Chart of Account Number</u>	<u>Chart of Account Description</u>
77 415 176	SCHOLARSHIP - LONNY HOFFMAN
77 415 177	SCHOLARSHIP - COCA COLA

	<u>Beginning Balance</u>	<u>Expenses</u>	<u>Revenues</u>	<u>Balance Change</u>	<u>Balance</u>
	44.86	0.00	0.00	0.00	44.86
	141.25	0.00	0.00	0.00	141.25
Fund Total: 77	186.11	0.00	0.00	0.00	186.11

Chart of Account Description	Beginning Balance	Expenses	Revenues	Balance Change	Balance
SCHOLARSHIP - SCHELKSKE	703.00	0.00	0.00	0.00	703.00
Fund Total: 78	703.00	0.00	0.00	0.00	703.00

Parkston School District #33-3
102C South Chapman Drive
Parkston, South Dakota 57366-2017
TELEPHONE: (605) 928-3368
FAX: (605) 928-7284

SUPERINTENDENT: SHAYNE MCINTOSH
Shayne.McIntosh@k12.sd.us
BUSINESS MANAGER: CRAIG BRUENING
Craig.Bruening@k12.sd.us

SECONDARY PRINCIPAL: JOE KOLLMANN
Joe.Kollmann@k12.sd.us
ELEMENTARY PRINCIPAL: MARCHELL DELANGE
Marchell.Delange@k12.sd.us

Parkston School Board Meeting
Elementary Conference Room
Regular Meeting Monday, December 10, 2012 6:30 pm

1. Call to Order
2. Establish a quorum
3. Pledge of Allegiance
4. Approve agenda
5. Approve minutes
6. Accept financial reports
7. Approve claims
8. Visitors and Correspondence
 - a. Legislative Presentation scheduled
 - i. Governor's Budget
 - ii. ASBSD Positions
 - iii. SSA Positions
9. Superintendent report
10. Principal Report/AD Report
11. Old Business
 - a. Roller Skating Discussion
 - b. Final Reading of policies to be reviewed (500 series)
 - c. Second Reading of policies to be reviewed (600 series)
 - d. USD Student Teaching Program
 - e. Discuss Negotiate bus contract or bid
12. New Business
 - a. Professional Development Release Time (Calendar Change)
 - i. January 11
 - ii. January 25
 - iii. February 7
 - iv. March 4
 - b. Audit Findings
 - c. ASBSD Election
 - d. Round Two and Three of Safe Routes to Schools Grant
 - e. Introduce 700 Series
 - f. Executive session
 - i. Negotiations
 - ii. Personnel
13. Adjourn

Parkston School District #33-3
102C South Chapman Drive
Parkston, South Dakota 57366-2017
TELEPHONE: (605) 928-3368
FAX: (605) 928-7284

SUPERINTENDENT: SHAYNE MCINTOSH
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SECONDARY PRINCIPAL: JOE KOLLMANN
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ELEMENTARY PRINCIPAL: MARCHELL DELANGE
Marchell.Delange@k12.sd.us

Parkston School Board Meeting
Elementary Conference Room
Regular Meeting **Monday, December 10, 2012** 6:30 pm

1. Call to Order
2. Establish a quorum
3. Pledge of Allegiance
4. Approve agenda

Comments:

Action: Motion _____ Second _____ Vote Y __, N __

5. Approve minutes

Comments:

Action: Motion _____ Second _____ Vote Y __, N __

6. Accept financial reports

Comments:

Action: Motion _____ Second _____ Vote Y __, N __

7. Approve claims

Comments:

Action: Motion _____ Second _____ Vote Y __, N __

8. Visitors and Correspondence

- a. Legislative Presentation scheduled
 - i. Governor's Budget
 - ii. ASBSD Positions
 - iii. SSA Positions
 - iv. Various Education Initiatives

I have a presentation prepared to show our legislators. As of today, only Bill VanGerpen has indicated he will attend.

Comments:

Action: Motion _____ Second _____ Vote Y __, N __

- 9. Superintendent report - I will discuss the Teacher Evaluation Workgroup results, School Performance Index, State Accreditation, Early Retirement, Standards and Poor Rating

Comments:

Action: Motion _____ Second _____ Vote Y __, N __

- 10. Principal Report/AD Report

Comments:

Action: Motion _____ Second _____ Vote Y __, N __

- 11. Old Business

- a. Roller Skating Discussion - We will share information that we have found regarding the use of our facilities and roller skating. There are mixed results as to what damage it will do to the floor. Our floor care company advises against it, Mitchell Recreation says it will not hurt the floor. Our Insurance Carrier however came out and said, "no". Even should we have a certificate of insurance from the independent group organizing the efforts, our carrier does not want us to be part and will not cover us should suit be brought.

Comments:

Action: Motion _____ Second _____ Vote Y __, N __

- b. Final Reading of policies to be reviewed (500 series) - Enclosed you will find the various changes we have identified in the 500 series. These include the changes presented to the board and those that were identified during the meeting.

Comments:

Action: Motion _____ Second _____ Vote Y __, N __

- c. Second Reading of policies to be reviewed (600 series) – Enclosed, you will find the proposed changes to the 600 Series.

Comments:

Action: Motion _____ Second _____ Vote Y __, N __

- d. USD Student Teaching Program – As you know, the University of South Dakota is asking that we provide them with an answer regarding our involvement in their redesigned Student Teaching Program. The teaching staff was polled and the responses of those teachers who completed the survey are included. It will be my recommendation to enter in the agreement with USD and to provide an incentive for students to choose Parkston. I will propose \$1500 for the year along with free breakfast and lunch. As you know, this is the same incentive as provided by Wagner.

Comments:

Action: Motion _____ Second _____ Vote Y __, N __

- e. Discuss Negotiate bus contract or bid – During the course of the last month, Mr. Bruening was asked if the board would rather negotiate the current contract with BJ Bussing as compared to going out for bids. We will ask the board to discuss this and provide us direction.

Comments:

Action: Motion _____ Second _____ Vote Y __, N __

12. New Business

- a. Professional Development Release Time (Calendar Change)
 - i. January 11
 - ii. January 25

- iii. February 7
- iv. March 4

Comments:

Action: Motion _____ Second _____ Vote Y ____, N ____

- b. Audit Findings – Last month you received a copy of the audit. We will provide a brief overview for the minutes of the findings of that audit.

Comments:

Action: Motion _____ Second _____ Vote Y ____, N ____

- c. ASBSD Election –Over the course of the last month, you have received literature from two candidates running for the board for the Associated School Boards. You will be asked to cast a vote for one of the two candidates.

Comments:

Action: Motion _____ Second _____ Vote Y ____, N ____

- d. Round Two and Three of Safe Routes to Schools Grant – Sometime back, we made our second application for the Safe Routes to Schools Grant. We have received notice that we have been approved for round two. A copy is included. On the school side, we will host two bike rodeos and provide safety instruction to the children. We have been awarded \$3800 for bikes and helmets. We have also been asked if we wish to enter into round 3 with the city. The Round 3 application will pick up a few sidewalks that were removed in Round 1, on the east side of the railroad tracks. I shared with the City the conversation Mr. Heisinger had with patrons regarding the sidewalk project. When things started, the City sent a letter to all effected patrons and no one responded in the negative. Thus, the City proceeded. Now, there is some concern about easements and trees. The City did not indicate how they will proceed. Thus, my recommendation will be to authorize Mr. Hora to sign the agreement to accept the funds for round 2 and also to proceed with round three with the understanding that the city will work through the

concerns they have encountered. (Round 3 would require minimal involvement for the school)

Comments:

Action: Motion _____ Second _____ Vote Y __, N __

e. Introduce 700 Series

Comments:

Action: Motion _____ Second _____ Vote Y __, N __

f. Executive session - personnel

Comments:

Action: Motion _____ Second _____ Vote Y __, N __

13. Adjourn

McIntosh, Shayne

From: Stadick Smith, Mary [Mary.StadickSmith@STATE.SD.US]
Sent: Tuesday, December 04, 2012 3:00 PM
To: SDSCHOOLADMINISTRATORS@LISTSERV.STATE.SD.US
Subject: K-12 highlights from governor's budget address

This message was sent to public school superintendents and principals.

Good afternoon, we wanted to send you highlights from the governor's proposed budget for FY 14, as it pertains to K-12 education. The full proposal is posted on the [Bureau of Finance and Management's website](#). Many of the education-related proposals support the Department of Education's efforts to focus on student outcomes and the overall aspiration that students are on track to graduate high school college, career and life ready.

The governor's budget proposal, announced today, includes the following:

STATE AID & TECHNOLOGY

- A 3% increase in the per-pupil allocation for general state aid to education. That would put the PSA at \$4,625.65.
- A 3% increase in each of the special education disability allocations and funding for the Extraordinary Cost Fund.
- An increase of \$580,000 in the Technology in Schools budget, to cover increasing bandwidth costs, etc.
- Funding to purchase teacher evaluation software, aligned to the state's standards for teaching, for use in each of the 151 public school districts. (This includes one-time set-up funds in FY 13, as well as ongoing software costs for FY 14 and beyond.)

COLLEGE & CAREER READINESS

--Funding for the Accuplacer exam for students whose ACT scores would place them in need of remediation at the Board of Regents' institutions. It also includes the cost of coursework these students would take – using MyFoundations Lab via the South Dakota Virtual School – in order to make them eligible to take the college-level courses and avoid remediation at the university level.

--Funding for the administration of the WorkKeys exams, which lead to a National Career Readiness Certificate (NCRC), in one high school grade level. The NCRC is a portable credential that demonstrates achievement of a certain level of workplace employability skills in Applied Mathematics, Locating Information, and Reading for Information. WorkKeys assessments measure "real world" skills that employers believe are critical to job success. This would also meet the need for a career readiness indicator in the state's new accountability system.

--Funding to maintain the Advanced Placement courses currently being offered by Learning Power via the South Dakota Virtual School. The dollars would cover course and instruction costs for approximately 300 students. The AP courses are in the areas of math, science and English.

--One-time funds to expand the Jobs for America's Graduates, or JAG, program in additional districts in South Dakota. JAG is a state-based non-profit organization dedicated to preventing dropouts among young people who are most at-risk. In more than three decades of operation, JAG has delivered consistent, compelling results in helping young people stay in school through graduation, pursue postsecondary education and secure quality entry-level jobs.

We hope you find this information helpful and encourage you to review the entire budget proposal available online.

Mary Stadick Smith
Director of Operations and Information
South Dakota Department of Education
(605) 773-7228

**ASBSD Delegate
Assembly**



ASBSD Standing Positions

OVERVIEW

Standing positions are broad policy statements that reflect the core beliefs of South Dakota's locally elected school board members. Standing positions provide your school board association with general direction and guidance on a range of education policy issues.

STUDENT ACHIEVEMENT

One of a local school achievement and eliminating achievement gaps between low achieving students and students performing at or above grade level. While students have diverse educational needs, every student, regardless of their differences, can achieve at high levels when the state, local school boards and communities establish high expectations for students and provide necessary resources and support. As community leaders, school board members focus on providing programs and working collaboratively with other agencies to secure necessary services.

ASBSD urges policymakers at all levels to support programs that promote high skills levels such as digital literacy, innovative thinking, interactive communication and skills students must possess to succeed in today's highly competitive, global economy.

Student achievement should be gauged using an accountability system based on multiple assessments that are valid, reliable, defensible, credible and diagnostically meaningful to a variety of stakeholders.

Adopted: 2010

INDIAN EDUCATION

A range of statistical indicators reveal persistent and dramatic achievement gaps between American Indian students and their peers, depriving a significant portion of South Dakota's children with an equal opportunity to claim a more prosperous personal, social and economic future.

All students can face barriers to learning, but many of South Dakota's American Indian children are surrounded by a concentrated and generationally pervasive poverty that jeopardizes an individual's health, safety and personal belief in the value of education.

ASBSD believes all students can learn and achieve. South Dakota's American Indian students deserve the attention of federal, state, local and tribal leaders who are willing to deliver on the promise of public education. South Dakotans must work toward solutions while embracing the pride, heritage and dignity of American Indian culture.

ASBSD supports South Dakota's recent efforts to make Indian education a priority, including the passage of the Indian Education Act and the creation of an Indian education coordinator within the Department of Education. ASBSD encourages state policies that foster collaboration and establish long-term commitments to improving educational outcomes for American Indian students.

While grant funding can be a powerful incentive, state leaders must recognize that effective programs deserve reliable funding streams. ASBSD believes state aid formula funding needs to address the unique learning challenges of at-risk students to allow local districts to better serve American Indian students by integrating instructional curriculum that focuses on student results.

Adopted: 2010

HEALTH & WELLNESS

ASBSD believes that wellness is related to students and staff overall well-being and their readiness to learn. A growing body of research links student wellness to positive academic results, affirming the important role school wellness plays in student achievement.

Local school boards should work with community stakeholders to promote policies and practices that encourage and enable wellness, including healthy food choices, nutrition education, regular physical activity, and a coordinated approach to addressing health. Comprehensive local policy includes multiple aspects of student/staff well-being, including drug resistance, suicide prevention, violence prevention and all forms of bullying.

ASBSD urges local school boards to adopt policy that promotes healthy lifestyles and student safety, but opposes state mandates, whether funded or unfunded, which would limit the authority of local school districts to design appropriate wellness programs that reflect school and community standards.

Adopted: 2008

TECHNOLOGY IN EDUCATION

Technology has an essential and expanding role in our global society. Emerging information and communication technologies will reshape how students learn and how they apply their knowledge, skills and abilities.

ASBSD believes technology is transforming K-12 education. The infrastructure, hardware, software, and platforms are either available or being developed that will change the nature of how we teach our children in profound and far-reaching ways. A high-tech wave is here and sweeping through the educational world largely driven by technology and innovation. ASBSD believes technology is a powerful, important tool for public education to be used in combination with proven learning strategies to ensure a high-quality education. ASBSD supports technology initiatives that are focused on improved student outcomes and that reflect the need for ongoing support and renewal in the ever-changing technological landscape. Digital technology using virtual learning strategies, blended learning, and other cutting edge teaching coupled with quality training will advance our students in the highly competitive global environment.

South Dakota's public school systems should embrace technology as a catalyst to improve learning. School district staff need support, through high-quality, embedded professional development, to integrate technology into their instruction. Technology integration is a critical tool to prepare our students for digital world that is transforming around them.

Adopted: 2012

LOCAL GOVERNANCE

School districts are governed by boards that, as elected leaders, must be responsive and accountable to local citizens. An informed, active citizenry is essential to our democratic and representative form of government.

Local boards, within guidelines established by state law, are vested with authority to make local education decisions. Local board members, as the elected representatives closest to the students, families and communities in which they live, are best positioned to understand student needs and identify effective solutions. A local school board cannot delegate statutory duties and responsibilities. State law must allow governance flexibility to ensure all school boards are positioned to meet the needs of their community and the changing public school environment.

School boards are accountable to students, citizens and staff for: providing education programs; striving for excellence; identifying needs; adopting clearly defined written policies; measuring program success; and interpreting and disseminating information to the public.

School boards function best in a non-partisan, broadly representative, team-spirited manner while putting district needs ahead of partisanship and special interest - be they political, racial, religious, geographic, economic, social, civic or any other form.

The board and superintendent, along with other key personnel, serve as a local governance leadership team that works together to effectively and efficiently operate a school district.

Adopted: 2007

SCHOOL REORGANIZATION

School district reorganization, resource sharing and cooperative arrangements are in the best interest of South Dakota's public school students when:

- Educational outcomes, measured in expanded educational opportunities with expectations for improved achievement, is the most important consideration; and
- Geographical issues are considered, including the amount of student travel time and allowing for continued community participation; and
- Reorganization is voluntary – initiated and voted upon by the citizens of the school districts involved.

Adopted: 2006

SCHOOL CHOICE

South Dakota's public education system, through South Dakota's open enrollment laws, provides parents and students the choice to attend any of South Dakota's high quality public schools. Local school boards have the responsibility to respond to the needs of their community by authorizing innovative programs and initiatives designed to enhance student outcomes.

Adopted: 2007

OPEN GOVERNMENT AND TRANSPARENCY

As public bodies, school boards should operate in a transparent manner that promotes active civic engagement and public discourse. Effective and efficient governance respects the public's right to observe and petition government while operating under the legal framework of state and federal policy. It is incumbent upon each school board member to have a working knowledge of both transparency and privacy laws.

Public school boards, as government entities closest to citizens, provide a wealth of public information, including thorough financial records. ASBSD supports state policies that will broaden access to government records, including allowing school boards the local option to post official minutes and public notices online, provided the laws appropriately balance the public's right to know with the efficient use of taxpayer resources and school personnel.

Expenditure of public funds requires that public officials adhere to state conflict of interest laws. ASBSD supports the judgment and integrity of South Dakota school board members and opposes initiatives or legislation that impedes a school board's ability to govern.

Adopted: 2009

SCHOOL FINANCE

School finance decisions - whether at the local, state or federal level - should build the capacity of the public education system to expand learning opportunities for students. Policy makers at all levels should fulfill commitments and obligations to public schools before providing financial support to non-public schools.

South Dakota's public school students deserve a comprehensive school finance system. ASBSD supports a school finance system that:

- Provides adequate, equitable, predictable and timely funding; and
- Provides equal opportunities to all students while addressing South Dakota's diverse student needs; and
- Provides relief for enrollment fluctuations.

State funding must support local governance. Locally elected school boards should have authority and responsibility to prioritize and allocate funding to best meet student needs.

Adopted: 2007

SAFE AND SECURE SCHOOLS

South Dakota public school students deserve to learn in a safe and secure school environment. ASBSD urges parents, businesses and communities to work with local school boards to provide safe, crime-free schools.

Local school boards are responsible for the development of plans to prevent and respond to situations that threaten the safety or well-being of students and staff. School districts are encouraged to work with government agencies, public safety officials and other first-responders to prepare effective emergency response plans.

Local school boards, acting in compliance with federal and state law, must have the authority to enact and implement policies and procedures that maintain safe, orderly schools and create supportive learning cultures.

A growing body of research has linked student achievement and behavior, as well as staff morale, to physical building conditions. Because school facilities are important educational tools, every child deserves a safe, technologically-ready school facility designed for student learning. ASBSD encourages local districts to construct energy-efficient school facilities, making use of green energy whenever practical. ASBSD supports state financial incentives that enable local districts to construct or update facilities to energy efficiency standards.

ASBSD supports current laws designed to keep convicted criminals from employment in schools and illegal drugs and weapons away from school buildings.

Adopted: 2010

INVESTMENT IN EDUCATION

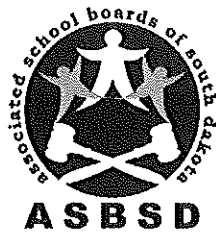
Devoting public funds to elementary and secondary education is an investment in the social and economic future of our children, our communities, our state and our nation.

The personal and economic benefits of a quality education have a direct and dramatic impact on individuals, families and communities. Investments in the public education system serve multiple ends, but none are more important to the economic future of our country than ensuring every child graduates from high school ready for the postsecondary education or the workplace. Investing in elementary and secondary education leads to improved student outcomes, particularly when investments strengthen teacher quality, improve access to high quality pre-kindergarten and K-12 programs and provide extended learning opportunities for students at-risk.

In South Dakota, public schools deliver an outstanding return on investment. South Dakota's locally elected school boards must be entrusted to allocate new investments in education that empower the state's already strong public schools.

Adopted: 2011

**ASBSD Delegate
Assembly**



Legislative Resolutions

OVERVIEW

ASBSD Resolutions are policy statements adopted by the ASBSD membership that guide your association's advocacy efforts at the state and federal levels. A subcommittee of the ASBSD Board of Directors – called the ASBSD Policy and Resolutions Committee – develops draft policy statements for consideration by the full membership at the ASBSD Delegate Assembly.

A. Achievement and Equity

1. PRE-KINDERGARTEN STANDARDS

RESOLUTION

ASBSD supports the development and adoption of statewide content and accreditation standards for voluntary pre-kindergarten education programs.

RATIONALE

Research points to clear short and long-term benefits of pre-k programs. It's widely accepted that early experiences form vital connections in a child's brain and influence how a child learns and develops throughout life. According to research, quality pre-k programs reduce the number of students in need of special education services and the number of students that have to repeat grades. Research has also documented long-term efficiency of pre-school programs through a reduction in the juvenile crime rate and lessening later reliance on public assistance programs.

ADOPTED: 2008

A. Achievement and Equity

2. PROFESSIONAL DEVELOPMENT

RESOLUTION

ASBSD supports full funding for state mandated professional development.

RATIONALE

ASBSD supports professional development for teachers and administrators. Because of state mandates for new innovations, we believe state funding to train professionals is essential.

ADOPTED: 2008

A. Achievement and Equity

3. COMPULSORY SCHOOL ATTENDANCE

RESOLUTION

ASBSD supports compulsory attendance in public school to age 18 or until a student graduates.

RATIONALE

In today's global economy, every South Dakota student deserves the lasting benefits of a high school diploma. Maintaining compulsory attendance age until 18 will make public school policy mirror BIE policy, minimizing the potential for students to transfer to public school in order to drop-out of high school.

ADOPTED: 2008

A. Achievement and Equity

4. OPEN ENROLLMENT – DATE FOR APPROVAL

RESOLUTION

ASBSD supports legislation to allow local school districts to establish dates by which open enrollment requests must be submitted to the local district in order to be approved, provided the legislation makes available exceptions or an appeal process to protect the student's best interest.

RATIONALE

South Dakota's fall headcount is the basis for state formula aid. Because funding for students accepted into a district after the fall headcount may not follow until nearly two years after the student is accepted through open enrollment, the current law may create a financial burden for some South Dakota districts.

More importantly, some may use open enrollment for purposes outside the legislative intent of South Dakota's enrollment options program, including open-enrolling to avoid disciplinary action or to take advantage of another public school's earlier dismissal date.

Adopting a date certain for open enrollment requests, whether that date is once a year or once a semester, offers a solution to both issues that run counter to South Dakota's otherwise well-intended open enrollment provisions. An appeals process, or exceptions to the law, would provide a mechanism for parents and school officials to pursue if an individual case warrants immediate attention.

ADOPTED: 2009

A. Achievement and Equity

5. COMMON CORE ACADEMIC STANDARDS

RESOLUTION

ASBSD supports common core academic standards, provided the state has a workable plan, complete with sufficient financial resources and professional development for school staff, to facilitate implementation of the standards.

RATIONALE

Common core standards establish important national benchmarks to help students succeed in a global economy and a technologically advanced society. Common standards may save the state money on assessments and other fixed costs associated with our modern system of standards-based education. Most importantly, the establishment of common math and language arts standards across the nation would mean all teachers are attempting to move students toward the same goal – a fact that will likely contribute to greater innovation in best practices and increased collaboration.

ADOPTED: 2010

A. Achievement and Equity

6. CO-CURRICULAR ACTIVITIES – FREE ACCESS

RESOLUTION

ASBSD supports co-curricular activities as an important component of South Dakota's system of public education and opposes legislation that will in any way establish fees for access to co-curricular offerings.

RATIONALE

The South Dakota Constitution guarantees a free public education to all students. Co-curricular activities, though not always offered for academic credit, are a valuable part of a child's education and should remain free to all public school students.

ADOPTED: 2010

B. Local Governance

1. STUDENTS RECEIVING PUBLIC SCHOOL EXEMPTION

RESOLUTION

ASBSD supports the development of state guidelines for evaluating the academic progress of students receiving a public school exemption and the establishment of effective state regulations to ensure exempted students receive a high quality education.

RATIONALE

As elected officials school boards are responsible for the education of students receiving public school exemption instruction. State guidelines and regulations would provide school boards with criteria to determine if revocation of an application is warranted.

ADOPTED: 2008

B. Local Governance

2. APPOINTMENTS TO COMMISSIONS

RESOLUTION

ASBSD supports the appointment of South Dakota school board members to statewide commissions, advisory committees and forums that directly or indirectly affect the development of state education policy.

RATIONALE

As publicly elected leaders charged with the establishment of local educational policy, school board members provide valuable insight, experience and knowledge that should be considered during the development of statewide education policy.

ADOPTED: 2008

B. Local Governance

3. TECHNICAL INSTITUTE GOVERNANCE

RESOLUTION

ASBSD supports local governance of the state's technical institutes.

RATIONALE

The state's four technical institutes continue to perform well under the governance of locally elected school boards, providing students with post-secondary instruction and playing an important role in workforce development. Preserving local control would allow these institutions a continued local and regional focus that would erode if governance was shifted to the state-level.

ADOPTED: 2008

B. Local Governance

4. SCHOOL FINANCES

RESOLUTION

ASBSD supports local governance in the management of district funds.

RATIONALE:

Control of school finances should rest with the local school board within the district.

ADOPTED: 2009

B. Local Governance

5. EMPLOYEE HEALTH INSURANCE PLANS

RESOLUTION

ASBSD supports health insurance options that allow local school boards to choose from a range of competitive options and opposes mandates requiring all schools to participate in a single health insurance plan.

RATIONALE:

The concept of mandatory, one-size-fits all health insurance options run contrary to the tenets of local control. While the mandatory programs may save some districts money, it could drive up health insurance costs for districts that have implemented cost-saving plan alternatives or wellness programs. Local school boards should be free to choose health benefit plans based on local circumstances and should not be forced to turn over control of all benefit-related decisions to a distant third-party.

ADOPTED: 2010

B. Local Governance

6. CHARTER SCHOOLS

RESOLUTION

ASBSD supports current statute that prohibits the establishment of charter schools.

RATIONALE

Charter schools have the effect of taking public school funding from current schools, receive waivers from state standards of accreditation and teacher certification, are elective in the students who may enroll, and would have a detrimental impact on local public schools.

ADOPTED: 2012

C. School Finance

1. SCHOOL FUNDING

RESOLUTION

ASBSD supports funding appropriated by the State that meets expectations established in statute, administrative rule and accreditation standards.

RATIONALE

While ASBSD embraces accountability standards, new requirements are increasing the demand on school budgets and continue to stretch the capacity of our current public school systems to meet the changing needs of every student.

ADOPTED: 2008

C. School Finance

2. INDEX FACTOR

RESOLUTION

ASBSD supports legislation to provide South Dakota's public schools with the statutorily required per-student funding.

RATIONALE

The current funding formula provides a minimum base of funding to schools through the per student allocation. A formula provides school boards with a predictable basis for budgetary planning.

ADOPTED: 2010

C. School Finance

3. EDUCATION SERVICE AGENCIES

RESOLUTION

ASBSD supports the reinstatement of full funding for Educational Service Agencies.

RATIONALE

The Education Service Agencies have provided valuable services and resources for public schools in South Dakota. The recent cuts by the legislation have seriously hurt what ESAs can provide to schools. Their full funding needs to be reinstated for them to continue to be a valuable resource.

ADOPTED: 2009

C. School Finance

4. CONSISTENT SPARCITY FUNDING

RESOLUTION:

ASBSD supports consistent district-level funding provided by the state for sparse school districts as defined in SDCL 13-13-78.

RATIONALE:

The state's sparse funding has provided much needed resources to the state's smallest and most rural schools. However, in the three years since the funding has been instituted, the amount of funding delivered to districts has declined and has been threatened for repeal. Given that sparcity funding amounts to more than 10 percent of the operating budget in some rural districts, the state's smallest most geographically isolated districts deserve consistent state supplemental funding.

ADOPTED: 2009

C. School Finance

5. USE OF CAPITAL OUTLAY FUNDS

RESOLUTION:

ASBSD supports the provisions in law that allow school districts to use capital outlay funds to pay for some insurance, energy and transportation costs.

RATIONALE:

The flexibility granted in 2010, which will expire on June 30, 2013, is consistent with the purposes of capital outlay, allows for local control over locally generated funds, and frees up much-needed general fund resources.

ADOPTED: 2010

C. School Finance

6. OTHER REVENUE

RESOLUTION

ASBSD supports current state law that allows "other revenue" to be used exclusively by the school district in which the revenue is generated.

RATIONALE

Other sources of revenue in the general fund include: gross receipts taxes, county apportionment, fees, bank franchise tax, mobile home taxes, etc. These general fund revenues are above and beyond the per-pupil amount per student allocation established by the Legislature and any attempt to redistribute or equalize other revenue will cause instability, and in some cases would create a severe hardship on a local district. Furthermore, any attempt made to shift other sources of general fund revenue into the state aid formula would reduce the school district's general fund revenue.

ADOPTED: 2009

D. Taxation

NO RESOLUTIONS

E. Personnel

1. CONTINUING CONTRACT

RESOLUTION

ASBSD supports legislation to deny continuing contract rights to teachers who have received two consecutive years of deficient evaluations.

RATIONALE

ASBSD believes students should have the best teachers in the classroom. Using the state mandated evaluation process, a teacher whose performance is determined to be deficient should lose their continuing contract rights.

ADOPTED: 2008

E. Personnel

2. HUMAN RESOURCE MANAGEMENT

RESOLUTION

ASBSD supports a local district's ability to develop hiring, evaluation and compensation policies to develop performance and market-based compensation mechanisms that support local efforts to recruit and retain quality staff.

RATIONALE

School boards, administrators and teachers are in the best position to decide whether the school district has the financial resources, personnel, data systems and desire to implement local policy. Districts should have the flexibility to adopt effective hiring, evaluation and compensation policies.

ADOPTED: 2010

F. Unfunded Mandates

1. STATE EDUCATION MANDATES

RESOLUTION

ASBSD supports legislative action to require the State to adopt a fiscal note associated with and providing funding for all new mandates placed on local school districts.

RATIONALE

When state mandates place additional burdens on school boards, funds should be allocated to compensate expenses incurred. Therefore, it should be the policy of the State Department of Education to adopt fiscal notes and request funding from the legislature, prior to the passage of all new mandates placed on local school districts.

ADOPTED: 2008

F. Unfunded Mandates

2. FEDERAL MANDATES

RESOLUTION

ASBSD supports full funding for all federal mandates.

RATIONALE

As federal policymakers enacted laws intended to foster higher levels of school performance and academic achievement, Congress has failed to fund federal programs such as IDEA and ESEA to the levels authorized when they created the programs, causing local school boards to shift local resources to meet the demands of federal education policies.

ADOPTED: 2008

G. Federal Relations

1. ESEA REAUTHORIZATION

RESOLUTION

ASBSD supports a fully funded federal education policy for elementary and secondary education that focuses on improving learning outcomes for every child, provides for public school accountability and gives local school boards flexibility to develop education programs reflective of the local student population and community.

RATIONALE

Unfunded federal policies place a burden on state governments and local school boards, often replacing local priorities with federal mandates.

Strong public school systems are the result of strong local governance and leadership, and districts being held accountable for student performance need the flexibility to implement local initiatives suited to the local district population.

ADOPTED: 2008

G. Federal Relations

2. MEDICAID SERVICE REIMBURSEMENT

RESOLUTION

ASBSD supports the continuation of federal Medicaid Service provided to K-12 for providing health services to Medicaid-eligible students.

RATIONALE

Schools play a key role in identifying eligible children for Medicaid, connecting children to needed services in schools and communities. Medicaid service reimbursement funds help South Dakota districts provide outreach and coordination services that ultimately helps eligible children receive health services in a timely manner.

ADOPTED: 2008

G. Federal Relations

3. PAYMENT IN LIEU OF TAXES

RESOLUTION:

ASBSD supports legislation to develop guidelines for disbursements of PILT (payment in lieu of taxes) fund from the county level to the school districts within the counties.

RATIONALE:

South Dakota has 43 counties receiving PILT amounted to \$4.9 million to carry-out vital services needed by the counties to include education. Lack of direction from the federal government to the counties have allowed the funds to be kept by the counties and not used for education funding.

ADOPTED: 2009

G. Federal Relations

4. SCHOOL NUTRITION

RESOLUTION:

ASBSD urges the U.S. Department of Agriculture (USDA) to reexamine the new meal pattern and nutrition requirements for the National School Lunch and School Breakfast programs.

ASBSD urges flexibility to state and local food service personnel to adjust the nutrition requirements, including changes to the calorie maximum, to ensure they are providing school meals that meet the needs of their diverse student body in their communities.

RATIONALE:

A one-size-fits-all policy ties the hands of local school lunch providers. According to recent report, the USDA's new regulations have led to hungrier students, wasted food, and increased costs for schools.

ADOPTED: 2010

G. Federal Relations

5. E-RATE

RESOLUTION:




ASBSD supports action by Congress and the Federal Communications Commission to strengthen the E-Rate program and improve the quality and speed of Internet connectivity in our nation's K-12 schools.

RATIONALE:




The E-rate program, officially called the Schools and Libraries Program Universal Service Fund, provides significant discounts to schools and libraries to help them build technology infrastructure and provide telecommunications and Internet services for students in low-income and rural areas. The program is a vital source of funding to maintain and improve Internet connectivity in K-12 schools. Expansion of the federal E-rate program would improve access to technology for K-12 schools and students.

ADOPTED: 2010




1. Item # 01-School Funding-Support a 3% increase to the state aid formula as defined by current statute.

	Response Percent	Response Count
Support 	95.5%	128
Oppose 	1.5%	2
No Opinion 	3.0%	4
answered question		134
skipped question		0




2. Item # 02-School Funding-Support the retention of the \$30.73 one time money (add to the per student allocation)

	Response Percent	Response Count
Support 	93.3%	125
Oppose 	1.5%	2
No Opinion 	5.2%	7
answered question		134
skipped question		0




3. Item # 03-School Funding-Support a revision of the funding statute to a CPI that more accurately measures the factors in education costs.

	Response Percent	Response Count
Support 	79.1%	106
Oppose 	1.5%	2
No Opinion 	19.4%	26
answered question		134
skipped question		0




4. Item # 04-School Funding-Support a revision of the funding statute to a 3% or more CPI language.

	Response Percent	Response Count
Support 	75.4%	101
Oppose 	5.2%	7
No Opinion 	19.4%	26
answered question		134
skipped question		0




5. Item # 05-School Funding-Support the current process for collection and use of “other revenue sources” at the local level.

	Response Percent	Response Count
Support 	67.9%	91
Oppose 	11.9%	16
No Opinion 	20.1%	27
answered question		134
skipped question		0




6. Item # 06-School Funding-Support an Innovative Grant Program at the state level similar to the federal “Race to the Top” program.

	Response Percent	Response Count
Support 	14.9%	20
Oppose 	51.5%	69
No Opinion 	33.6%	45
answered question		134
skipped question		0




7. Item # 07-School Funding-Support the extension of the sunset clause to use Capital Outlay Funds to offset certain General Fund expenditures for two additional years.

	Response Percent	Response Count
Support 	76.9%	103
Oppose 	13.4%	18
No Opinion 	9.7%	13
answered question		134
skipped question		0




8. Item # 08-School Funding-Support the of the use of Capital Outlay Funds to offset additional General Fund expenditures.

	Response Percent	Response Count
Support 	53.0%	71
Oppose 	31.3%	42
No Opinion 	15.7%	21
answered question		134
skipped question		0




9. Item # 09-School Funding-Support the current process for collection and use of Capital Outlay revenue at the local level.

	Response Percent	Response Count
Support 	78.4%	105
Oppose 	5.2%	7
No Opinion 	16.4%	22
answered question		134
skipped question		0



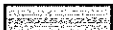
10. Item # 10-School Funding-Support the use of a fee for extracurricular activities (Pay to Play)

	Response Percent	Response Count
Support 	10.4%	14
Oppose 	82.8%	111
No Opinion 	6.7%	9
answered question		134
skipped question		0

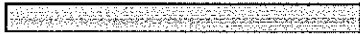


11. Item # 11-School Funding-Support the adoption of a standard allocation for all open enrolled students.

	Response Percent	Response Count
Support 	41.0%	55
Oppose 	39.6%	53
No Opinion 	19.4%	26
answered question		134
skipped question		0

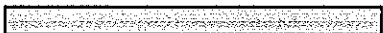

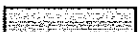
12. Item# 12-School Funding-Support the clarification of HB 1195 due to the confusion as to the ability to charge for coursework offered to students for credit recovery, enrichment, and summer school.

	Response Percent	Response Count
Support 	78.4%	105
Oppose 	6.0%	8
No Opinion 	15.7%	21
answered question		134
skipped question		0




13. Item# 13-School Funding-Support additional funding allocated to help provide educational services to ESL students.

	Response Percent	Response Count
Support 	53.7%	72
Oppose 	16.4%	22
No Opinion 	29.9%	40
answered question		134
skipped question		0



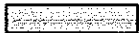
14. Item # 14-Support the reinstatement of Educational Service Agencies.

	Response Percent	Response Count
Support 	56.7%	76
Oppose 	23.9%	32
No Opinion 	19.4%	26
answered question		134
skipped question		0




15. Item # 15-Support the elimination of continuing contract.

	Response Percent	Response Count
Support 	38.1%	51
Oppose 	39.6%	53
No Opinion 	22.4%	30
answered question		134
skipped question		0




16. Item # 16-Support DOE sanctions against school districts that violate intra-district busing regulations

	Response Percent	Response Count
Support 	59.0%	79
Oppose 	21.6%	29
No Opinion 	19.4%	26
answered question		134
skipped question		0




17. Item # 17-Support the revision of the rules and procedures for a school district to pass an opt out and change name to "Instructional Support Levy"

	Response Percent	Response Count
Support 	73.9%	99
Oppose 	6.0%	8
No Opinion 	20.1%	27
answered question		134
skipped question		0




18. Item # 18- Support efforts at the federal level to reauthorize the Elementary and Secondary Education Act.

	Response Percent	Response Count
Support 	71.6%	96
Oppose 	5.2%	7
No Opinion 	23.1%	31
	answered question	134
	skipped question	0




19. Item # 19- Support efforts at the federal level to eliminate the Budget Control Act and eliminate the potential of sequestration.

	Response Percent	Response Count
Support 	64.9%	87
Oppose 	5.2%	7
No Opinion 	29.9%	40
	answered question	134
	skipped question	0




20. Item # 20-Support funding and program support of Career and Technical Education (CTE)

	Response Percent	Response Count
Support 	88.1%	118
Oppose 	5.2%	7
No Opinion 	6.7%	9
answered question		134
skipped question		0




21. Item #21-Support funding and program support of Early Childhood programs.

	Response Percent	Response Count
Support 	79.1%	106
Oppose 	7.5%	10
No Opinion 	13.4%	18
answered question		134
skipped question		0




22. Item # 22- Support a scholarship program for college students completing degrees in hard to fill teaching areas (determined at the state level)

	Response Percent	Response Count
Support 	62.7%	84
Oppose 	26.9%	36
No Opinion 	10.4%	14
answered question		134
skipped question		0




23. Item # 23- Support pay incentives for existing teachers in hard to fill positions (determined locally)

	Response Percent	Response Count
Support 	57.5%	77
Oppose 	34.3%	46
No Opinion 	8.2%	11
answered question		134
skipped question		0




24. Item # 24- Support pay incentives for existing teachers who work in hard to serve schools (high minority, high poverty or high special education populations)

	Response Percent	Response Count
Support 	44.0%	59
Oppose 	41.8%	56
No Opinion 	14.2%	19
answered question		134
skipped question		0




25. Item # 25- Support merit pay funded with state dollars for the top performing teachers

	Response Percent	Response Count
Support 	8.2%	11
Oppose 	86.6%	116
No Opinion 	5.2%	7
answered question		134
skipped question		0

26. Item # 26- Support a local incentive plan funded with state dollars

	Response Percent	Response Count
Support 	56.7%	76
Oppose 	30.6%	41
No Opinion 	12.7%	17
answered question		134
skipped question		0

27. Item # 27- Support legislation to strengthen local control for school districts

	Response Percent	Response Count
Support 	97.0%	130
Oppose 	0.7%	1
No Opinion 	2.2%	3
answered question		134
skipped question		0

28. Item # 28- Support the elimination of the mandate to publish School Board meeting minutes in the newspaper and utilize posting on the Internet

	Response Percent	Response Count
Support	73.9%	99
Oppose	12.7%	17
No Opinion	13.4%	18
answered question		134
skipped question		0



29. Item # 29- Support establishing state guidelines to evaluate the academic progress of students receiving a public school exemption

	Response Percent	Response Count
Support	70.9%	95
Oppose	12.7%	17
No Opinion	16.4%	22
answered question		134
skipped question		0



30. Item # 30-School Funding-General Fund Budget 2011-2012 Did you utilize reserve dollars to meet your expenditures for 2011-2012?

	Response Percent	Response Count
Yes	64.2%	86
No	35.8%	48
answered question		134
skipped question		0



31. Item # 31-School Funding-General Fund Budget 2012-2013 -- Are you projecting the utilization of reserve dollars to meet your expenditures for 2012-2013?

	Response Percent	Response Count
Yes 	75.9%	101
No 	24.1%	32
answered question		133
skipped question		1






32. Item # 32-School Funding-Do you currently have an opt out in place?

	Response Percent	Response Count
Yes 	45.9%	61
No 	54.1%	72
answered question		133
skipped question		1

33. Item # 33-School Funding-Do you project you will need to opt out or put in place an additional opt out in the next year?

	Response Percent	Response Count
Yes 	23.3%	31
No 	76.7%	102
answered question		133
skipped question		1

34. Items # 34-Start of School Year-2013 Start Date

	Response Percent	Response Count
Plan to start the 2013-14 calendar the Week of August 12th 	6.8%	9
Plan to start the 2013-14 calendar the Week of August 19th 	69.9%	93
Plan to start the 2013-14 calendar the Week of August 26th 	19.5%	26
Plan to start the 2013-14 calendar the After Labor Day 	1.5%	2
Other (please specify) 	2.3%	3
	answered question	133
	skipped question	1

Major Shifts in South Dakota

4

**Common Core
State Standards
Since 2011**

**Accountability
Model
2011-12 to 2014-15**

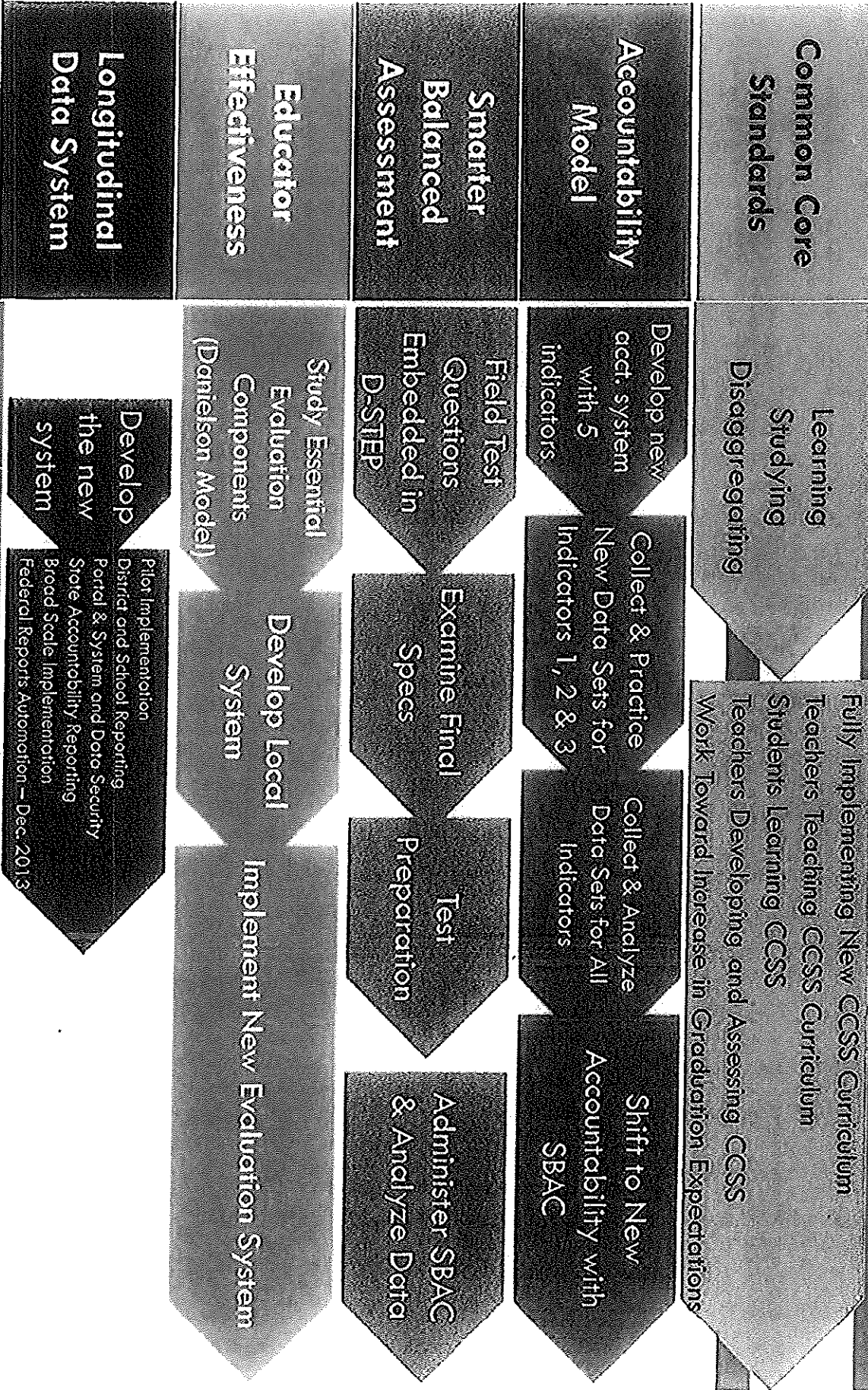
**Smarter
Balanced
Assessment
2014-15**

**Longitudinal
Data System
2013**

**Educator
Effectiveness
2014-15**



Timeline to Consider for Major Shifts



RatingsDirect®

Summary:

Parkston School District 33-3, South Dakota; General Obligation

Primary Credit Analyst:

Carol A Hendrickson, Chicago (1) 312-233-7062; carol_hendrickson@standardandpoors.com

Secondary Contact:

Kathryn A Clayton, Chicago (1) 312-233-7023; kathryn_clayton@standardandpoors.com

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Rationale

Outlook

Related Criteria And Research

Summary:

Parkston School District 33-3, South Dakota; General Obligation

Credit Profile

Parkston Sch Dist 33-3 GO

Long Term Rating

AA-/Stable

Affirmed

Rationale

Standard & Poor's Ratings Services affirmed its 'AA-' long-term rating on Parkston School District 33-3, S.D.'s series 2009A general obligation (GO) refunding bonds. The outlook is stable.

The rating reflects our view of the district's:

- Stable agriculture-based economy,
- Very strong historical general fund reserves but projected deficits, and
- Low debt burden with minimal capital needs.

In our view, the district's decreasing enrollment, tied to state revenues, partially offsets the above strengths.

The district's unlimited-tax GO pledge secures the bonds.

Parkston School District 33-3 is in southeastern South Dakota. It covers 307 miles over portions of Hutchinson, Douglas, Davison, and Hanson counties, providing prekindergarten to 12th grade education to approximately 2,800 residents. The county's economic foundation is agriculture, given the predominance of farms in the areas, but leading local employers also include a health center and small manufacturers. Many residents commute north about 20 miles to Mitchell, a manufacturing center for the area. Management has reported that local employers and taxpayers have been stable. Hutchinson County unemployment has remained low, averaging 3.8% in 2011, below state and national averages of 4.7% and 8.9% (not seasonally adjusted).

While income levels, in our view, range from adequate to good, we consider per capita market value very strong, likely due to appreciating agricultural values. We consider district median household effective buying income (EBI) good at 105% of the national average while we consider per capita EBI adequate at 83% of the national level. While the district did not provide current market value statistics, district taxable value has increased for a least five consecutive years, most recently increasing 6.9% to \$279.6 million for 2012, or \$98,545 per capita. Market value has historically averaged slightly higher than taxable value.

Enrollment has decreased by 7.4%, or 44 students, to 533 over fiscal 2010 to fiscal 2013. The most notable decrease occurred in fiscal 2011, with a 28-student drop, and the past two years' decreases were less than 10 students.

Management projects enrollment to be relatively stable for the next several years. Enrollment-based state aid makes

up approximately half (49%) of the district's general fund revenues.

Despite projected general fund deficits, we expect that district reserves will remain very strong. The district's fiscal 2013 budget calls for a \$575,781 use of general fund reserves, and management expects to report a small deficit for fiscal 2012. While the state had made cuts to district aid, it temporarily allowed districts to use their capital outlay levies to finance busing and utility expenses historically financed from the general fund. The district achieved an audited \$106,853 surplus in fiscal 2011 as a result of expenditure cuts, increasing total general fund equity to \$1.5 million (all available), or a very strong 41.6% of expenditures. It currently levies at its maximum rate, and would need to go to voters for an "opt out" levy to increase revenues.

Standard & Poor's considers Parkston School District's management practices "standard" under its Financial Management Assessment. The district uses historical data to make budget assumptions and reports financial results monthly to the board, but lacks formalized debt or reserve policies.

In our view, the district's overall debt level is low, at only 0.5% of taxable value (likely lower as a percentage of market value) and very low at \$530 per capita. The 2009 issue is the district's only outstanding debt, and it includes a rapid maturity schedule with 100% of debt service paid within 10 years. Carrying charges, or the portion of total expenses less capital outlay dedicated to debt service, were a low 5.4% in fiscal 2011. The district has no additional debt plans.

Eligible district employees participate in the South Dakota Retirement System (SDRS), a cost-sharing, multiple-employer statewide public employee retirement system. The state requires the district to make annual contributions to the SDRS pension plan, which amounted to \$168,514, or 4.5% of district governmental activities, in fiscal 2011. The district offers no supplemental pension plans or health care benefits to retirees.

Outlook

The stable outlook reflects Standard & Poor's expectation that the district will maintain very strong reserves despite projected deficits over the two-year outlook horizon given the strength of ending fiscal 2011 balances. However, should structural imbalances persist, we could lower the rating.

Related Criteria And Research

USPF Criteria: GO Debt, Oct. 12, 2006

Complete ratings information is available to subscribers of RatingsDirect on the Global Credit Portal at www.globalcreditportal.com. All ratings affected by this rating action can be found on Standard & Poor's public Web site at www.standardandpoors.com. Use the Ratings search box located in the left column.

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McGRAW-HILL

500 Series Proposed Changes for December 2012

The following were discussed but not written in November.

STUDENTS 541

Activities - Responsibilities and Regulations for Students

Code Prohibiting Serious Misconduct

Rule 8 - Use of Tobacco

Use of tobacco by a minor is illegal in South Dakota. The use of tobacco in any form may be hazardous and harmful to the health of students. Therefore, the use of tobacco on the school grounds by students is not allowed.

STUDENTS 563

Possession or Use of a Weapon

PROHIBITION: No student shall carry, have in his or her possession, store, keep, leave, place or put into the possession of another student any weapon on any school premises, in any school vehicle or any vehicle used by the school or for school purposes, in any school building or other building or premises used for school functions, whether or not any person is endangered by such actions. For purposes of this policy, the term "weapon" shall include, but not limited to:

STUDENTS 532

VOLLEYBALL:

~~A letter will be awarded to an athlete that is a member of the varsity volleyball squad and has played in (10) or more games and has contributed consistently in practices and games. A letter will be awarded to an athlete that is a member of the varsity volleyball squad and has played in (15) sets or more and has contributed consistently in practices and games. A letter may also be awarded at the coach's discretion.~~

CHEERLEADING:

A letter will be awarded to a cheerleader that is a member of one of the varsity squads and takes part in practices, meetings and conducts themselves in compliance with the rules of cheerleading and the school. A letter may also be given to a cheerleader at the coach's discretion.

STUDENTS

529

This policy statement clearly exceeds the SDHSAA requirements for participation in ~~co-curricular~~ activities. The policy below sets forth the expectations, requirements, and procedures related to ~~co-curricular~~ participation eligibility. The academic policy applies to those activities identified as co-curricular and extra-curricular.

The following were shown to you in November.

500 Series Proposed Changes for December 2012

500 – Change 4 to 5

Admission

There shall be routine admission of students in the regular school program for students between the ages of 4 ~~5~~- 21 who are residents of the Parkston School District. Adult education programs are exceptions.

506 - I would like to discuss the "work absences" section. (D)

D. Legitimate work absences - Parkston Public School does not issue a work

permit as such. Up to seven absences per semester from an academic class may be missed for work purposes. At this point in time a conference will be held with the student, parent and administration.

506 #3 A student who accumulates "more than" delete "more than".

A student who accumulates ~~more than~~ four (4) to nine (9) tardies will be required to make up one half (1/2) hour detention for each additional class tardy. Any tardies beginning with the 10th tardy will be handled as an unexcused absence.

509 – Non-Residents

Non-Residents

Non-resident students may be accepted as ~~tuition~~ open enrolled students in the schools under the following conditions:

1. Space is available and an appropriate program can be provided.
2. Admission is subject to review of the educational records and administration of the appropriate examinations.
3. ~~Payment of tuition that is set annually by the Board.~~
4. Transportation will not be provided if the student lives outside the district, unless ~~the Superintendent recommends and the Board approves.~~ the student meets the requirements of the "Transportation of Transfer Students" policy.
5. ~~Admission is probationary, subject to periodic review, and must be pre-approved annually.~~
6. Subject to the qualifications in 1, 2, 4 ~~and 5~~ 3 above, students who are residents of nations other than the United States may be admitted without payment of tuition under recognized foreign student exchange programs in which students are accepted on an equivalent basis in foreign countries.

512 - Examination of Grades – clarify

STUDENTS

512

Examination of Grading

Good teaching requires testing. Rather than testing at specific intervals, testing should be ~~done~~ completed when ~~you~~ the teacher thinks best. Several shorter tests over.....

513 Level 5 with complex and “advances” edit to “advanced” ?

LEVEL 5 - Requires extensive study and application of skills in working with complex and ~~advances~~
advanced materials.

521 – FERPA - Add broadcasts to directory information

I The use of student pictures in publications/broadcasts of the school district shall be considered directory information.

521 II D court order governing such matters “are” divorce ... edit to “as”

D. "Parent" includes a parent, a guardian, or an individual acting as a parent of a student in the absence of a parent or a guardian. The district shall presume the parent has the authority to exercise the rights inherent in the Federal Act unless the superintendent has been provided with evidence that there is a state law or court order governing such matters ~~are~~ as divorce, separation or custody or a legally binding instrument which provides to the contrary.

521 II F record means “and” information edit to “any”

"Record" means ~~and~~ any information or data recorded

521 III F they “Shall” edit to “shall”

524 – Graduation requirements – strike old, insert new

High School Graduation Requirements

As approved by the South Dakota Board of Education, November 2, 2009

Except where otherwise noted, these requirements begin with students entering 9th grade in the 2010-11 school year.

A student's Personal Learning Plan must document a minimum of 22 credits that include the following:

- (1.) Four units of Language Arts – must include:
- a. Writing – 1.5 units
 - b. Literature – 1.5 units
(must include .5 unit of American Literature)
 - c. Speech or Debate - .5 unit
 - d. Language Arts elective - .5 unit
- (2.) Three units of Mathematics – must include:
- a. Algebra I – 1 unit
 - b. *Algebra II – 1 unit
 - c. *Geometry – 1 unit
- (3.) Three units of Lab Science – must include:
- a. Biology I – 1 unit
 - b. Any Physical Science – 1 unit
 - c. *Chemistry or Physics – 1 unit
- (4.) Three units of Social Studies – must include:
- a. U.S. History – 1 unit
 - b. U.S. Government - .5 unit
 - c. World History - .5 unit
 - d. Geography - .5 unit
- (5.) One unit of the following-any combination:
- a. Approved Career & Technical Education
 - b. Capstone Experience or Service Learning
 - c. World Language
- (6.) One unit of ^Fine Arts
- (7.) One-half unit of Personal Finance or Economics
- (8.) One-half unit of Physical Education
- (9.) One half unit of Health or Health Integration

*With school and parent/guardian approval, a student may be excused from this course in favor of a more appropriate course. A student may be excused from Algebra II or Geometry, but not both. A student is still required to take three units of Math. If a student is excused from Chemistry or Physics the student must still take three units of Lab Science.

Required beginning September 1, 2013

Regarding the health requirement: Beginning with students who are freshmen in the fall of 2013, students will be required to take .5 unit of health at any time grades 6-12. A district may choose to integrate health across the curriculum at the middle or high school level in lieu of a stand-alone course.

^Local decision. A district may decide to offer credit for extracurricular Fine Arts activities. Students may be granted up to one credit in Fine Arts for participation in extracurricular activities. A maximum of ¼ credit may be granted for each activity in each school year.

524 College Entrance Requirement F "one half credit of Fine Arts-to be changed to one full credit of Fine Arts"

Edit 526 ...which the state has set a "½" credit edit to "1" credit

Paragraph 2 "Two units of credit earned in activity type participated may be counted towards graduation..." Not sure what needs to be changed here but it doesn't make sense to me

Delete * Beginning with the Class of 2005...South Dakota"

Credit for Fine Arts Requirement (Band/Vocal)

Students participating in the Band and/or Vocal programs may satisfy the Fine Arts requirement which the state has set at ~~1/2~~ 1 credit*.

Students may earn up to 1/2 credit* per year in Band or Vocal or combination thereof. Two units of credit earned in "activity type" ~~participated~~ participation may be counted towards graduation as is stipulated by state guidelines. Grades earned will be counted for honor roll and class standing purposes.

Students involved in events that are competitive are subject to the school eligibility regulation (marching competition, small and large group contests). Events used for grading purposes will be exempt (winter/spring concert, coronation, graduation. etc.)

~~* Beginning with the Class of 2005, one full credit will be required by the State of South Dakota.~~

529 –Eligibility Policy - added "Extra Curricular" language and revised chart

STUDENTS

529

Co-Curricular & Extra-Curricular Eligibility Policy

PURPOSE: The purpose of this policy is to set forth the Board of Education position related to student eligibility for participation in co-curricular and extra-curricular activities.

This policy identifies the activities that are classified as curricular ~~and~~ co-curricular and extra-curricular. The academic policy applies to those activities identified as co-curricular.

PHILOSOPHY: The Parkston Board of Education believes that co-curricular and extra-curricular activities have a significant potential to contribute positively to student development. The Board believes that it is reasonable to require higher minimum standards of academic achievement for students who wish to participate in co-curricular and/or extra-curricular activities, since it holds that academic study must be the primary focus of the school. Further, the Board recognizes its responsibility to assist students in a positive manner on the questions of activity eligibility and academic achievement.

529 "Students who are ineligible at the end "of" a semester...

Students who are ineligible at the end of a semester are not eligible in the succeeding nine-week period until the two week grades are submitted in the succeeding nine-week period, meeting minimum guidelines.

ACTIVITY	CURRICULAR	CO-CURRICULAR
BASKETBALL		X
FOOTBALL		X
VOLLEYBALL		X
TRACK		X
GOLF		X
WRESTLING		X
CHEERLEADING		X
DRAMA (PLAYS)		X
BAND - CONCERTS	X	
CONTESTS		X
VOCAL - CONCERTS	X	
CONTESTS		X
JOURNALISM - PAPER	X	
JOURNALISM		X
FBLA - ACTION ACTIVITY EVENTS	X	
CONTESTS		X
FCCLA - BEEF COOK-OFF		X
ACTION ACTIVITY EVENTS	X	

LIST OF ACTIVITIES

List of the activities offered at Parkston Junior/Senior High School. They are listed according to Curricular, Co-curricular and Extra-Curricular. Curricular are not affected by the eligibility policy, but co-curricular and extra-curricular activities are affected by the eligibility policy.

Activity	Curricular	Co-Curricular	Extra-Curricular
Basketball			X
Football			X
Volleyball			X
Track/Cross Country			X
Golf			X
Wrestling			X
Cheerleading			X
Drama			X
Band – Concerts	X		
Contests		X	
Vocal – Concerts	X		
Contests		X	
Journalism – Paper	X		
FCCLA		X	
FBLA		X	

530 - ~~Co-Curricular~~ Eligibility Policy - Playing Up

The Parkston School District will follow the state policy regarding seventh and eighth grade athletes playing up with the decision being left up to the Athletic Director, the Head Coach of said sport and the parent of that child, with that child falling under the Parkston Public School's academic eligibility policy.

532 STUDENTS

Athletic Offerings and Lettering Guidelines

BASKETBALL: BOYS AND GIRLS

To letter in boys or girls basketball a player must play in 18 quarters of varsity basketball. To play in any part of a quarter constitutes one quarter. A letter may also be given to anyone at the coach's discretion.

FOOTBALL:

Letters will be earned by a ~~junior or senior based on team practices, completing an entire season, and by giving outstanding contributions to the football team.~~ playing in 12 quarters in a varsity game. To play in any part of a quarter constitutes one quarter. A letter may also be given to anyone at the coach's discretion.

~~Freshman and sophomores will earn a letter based on playing in eight quarters of varsity games.~~

TRACK AND FIELD

To qualify for a letter in track and field, an athlete must accumulate enough team points scored by placing in varsity meets in one of the following categories: Individual points scored and relay points scored. The athlete must score three letter points in any combination of individual and/or relay points. The athlete must compete for the entire track and field season, and must also return all school-issued clothing and equipment associated with the sport. The coach will retain discretion in awarding a letter.

WRESTLING:

~~A major letter will be awarded to an athlete that has scored 18 points on the varsity squad or has qualified for the State Tournament. places in a varsity tournament and/or wrestle in two (2) or more varsity duals, triangulars or quads.~~ A letter may also be given to wrestlers at the coach's discretion. The athlete must be part of the team for the entire season.

GOLF: BOYS & GIRLS

A letter will be awarded to an athlete that contributes a score that is counted towards team total in placing in a match or regional.

CHEERLEADING:

A letter will be awarded to a cheerleader that is a member of one of the varsity squads and takes part in practices, meetings and conducts themselves in compliance with the rules of cheerleading and the school.

VOLLEYBALL:

A letter will be awarded to an athlete that is a member of the varsity volleyball squad and has played in (10) or more games and has contributed consistently in practices and games.

CROSS COUNTRY:

To qualify for a letter in cross country, an athlete must ~~run varsity races in at least twenty-five percent of the scheduled meets.~~ place in at least one varsity meet or qualify to for the state meet. The athlete must compete for the entire cross country season, ~~and must also return all school issued clothing and equipment associated with the sport.~~ The coach will retain discretion in awarding a letter. A letter may also be given at the coach's discretion.

MINOR AWARDS:

~~Coaches can give minor awards to athletes who don't earn a letter, but they take part on practices, attend meets, games and/or matches and conduct themselves in compliance with the rules of that sport and Parkston High School.~~

534 ... a reasonable set of rules that participating students "should and " will be required to follow: Delete "should and"

PARKSTON SCHOOL DISTRICT

GUIDELINES FOR EXTRA-CURRICULAR PARTICIPATION

The Board of Education has set up a policy on rules and regulations for extra-curricular participants so that all interested parties have knowledge of said rules at Parkston High School. Below you will find listed what the school board feels are a reasonable set of rules that participating students ~~should and~~ will be required to follow: These guidelines apply to: All Sports, Cheerleading, Band, Chorus, Play, Journalism, FBLA, Art Club, National Honor Society and FCCLA. (Band and Chorus season will be based on a 9-week period of time.)

534 b. 1st offense Students will be withheld from "an club-out-of-school activities ..." Not sure how this is supposed to read possibly "any club out of school activity"

b. Applies specifically to student organization to include FBLA, Art club, National Honor Society, and FCCLA participants.

1st Offense – Students will be withheld from ~~an a club, out-of school activities-activity~~ a club, out-of school activities-activity that takes place during the 9 week period in which the student committed the offense.

Discuss

534 b 1st offense If a student participates in FBLA, Art club, National Honor Society or FCCLA and has a 1st offense on the first day of the nine week period they are withheld from activities for 8 weeks and 4 days, likewise for the 2nd offense for possession or use of tobacco. Whereas students participating in any sports, cheerleading, band chorus, play and journalism are withheld for 10 calendar days and 2 events for 1st offense and 20 calendar days and 4 events for 2nd offense. Seems to be some inequity.

535 ...in the opinion of school administration should be evaluated by a physician prior to resuming participation... ADD "or physician's assistant" to be consistent with the existing paragraph

For the protection of student athletes, if a student suffers a substantial physical injury and/or concussion or concussion symptoms, the student shall not be permitted to participate in an athletic activity until he or she is cleared for participation in the activity by a physician licensed by the South Dakota Board of Medical and Osteopathic Examiners (or similar out-of-state licensing body if the physician isn't located in South Dakota), or a physician's assistant. The clearance by the physician/physician's assistant must be in writing on the following form and must refer to the physical injury for which the student was barred from participation, and must refer to the athletic activity for which the student is being cleared for participation. For purposes of this provision, a substantial physical injury includes all concussions and/or concussion symptoms, all fractures, and any other physical injury that in the opinion of school administration should be evaluated by a physician/physician's assistant prior to resuming participation in the school activity. This provision shall not be construed to prevent licensed chiropractors from conducting necessary sports participation physicals which are required by the SD High School Activities Association.

546 No students will drive "during" the noon hour, ... ADD during

Automobile Rules

No students will drive during the noon hour, unless permission is granted by the Principal for extreme hardship or emergency reason

547- Sexual Harassment Policy – bring in line with others

POLICY

It is the district's policy that sexual harassment is illegal, unacceptable and shall not be tolerated; that no ~~employee or student~~ member of the school district community may sexually harass another. Any employee or student will be subject to disciplinary action including possible termination for violation of this policy.

548 #16 Pupils must not throw objects about the bus nor out "through" the windows. Delete "through"

16. Pupils must not throw objects about the bus nor out ~~through~~ the windows.

548 - Form Missing, insert

School Bus Incident Report
Parkston School District #33-3
102C South Chapman Drive
Parkston, SD 57366
Telephone: (605) 928-3368
FAX: (605)928-7284

Superintendent: Shayne McIntosh
Joe Kollmann
Business Manager: Craig Bruening
Marchell DeLange

Secondary Principal:

Elem. Principal:

Date:
Time:
Driver:
Students Involved:
Incident Report:

Driver Signature: _____

Driver Supervisor: _____

Principal Signature: _____

Action Taken By Principal:

549 – Student Record – add photograph/video

Student Records

In order to provide students with appropriate instructions and educational services, it is necessary for the district to maintain extensive and sometimes personal information about them and their families. It is essential that pertinent information in these records be readily available to appropriate school personnel, be accessible to the student's parents or legal guardian or the student in accordance with law, yet be guarded as confidential information.

It will be the responsibility of the superintendent to provide for the proper administration of student records in keeping with state law and federal requirements, and to standardize procedures for the collection of necessary information about individual students throughout the district.

The Board wishes to make clear that all individual students records of the district are confidential (this extends to giving out individual addresses and telephone numbers). The exception is directory information. School officials will designate certain data relating to the students as "direct or public" information. The release of this data does not require the consent of students, parents or guardians. Direct information will include: The student's name, data and place of birth, participation in official activities, weight and height of members of athletic teams ~~and~~, date of attendance, and photograph/video.

557 – Imprest Account -Strike obsolete language

Imprest Account - Establishment and Funding

- A. The Imprest Account is established as a special account within the Trust and Agency Fund. It will be funded by a \$5,000.00 loan from the General Fund.
- B. Guidelines for Expenditures:
 - 1. Athletic Officials Fees
 - 2. All Contest Judges
 - 3. Assembly Programs
 - 4. Advance money for meals, lodging and registration as provided for in Board Policy.
- A. Reimbursement - Warrants issued from this account shall be reimbursed from the fund to which the expenditure is charged. All payments from the General Fund and Special Education Fund and Title ~~VI-B~~ Fund paid from this account will be itemized and presented to the Board of Education.

559 The burden of proof is upon the student to show that "a" rule is unfair add "a"

The burden of proof is upon the student to show that a rule is unfair, is discriminatory.....

560 The burden of proof is upon the parent to show that "a" rule is unfair add "a"

The burden of proof is upon the parent to show that a rule is unfair, is discriminatory

Level One: to their child's school principal for an information conference discussion and resolution of said grievance.

Discuss

563: Where in the policy does it restrict carrying pepper spray or mace

564 - Admission of Non-Resident Students – strike obsolete language

Admission of Non-Resident Students or Requests of Resident Students to Attend Another District

Admission of Non-Resident Students

The Board may accept students from South Dakota districts wishing to enroll in the district's schools, provided class size guidelines allow, facilities are appropriate, and special programming, if necessary, is able to accommodate students' needs. ~~The following financial guidelines will be applied:~~

- ~~1. Students legally residing in another district within the state not needing special programming, will pay a tuition fee equal to no less than one half of the state aid formula per pupil cost for general fund reimbursement.~~
- ~~2. Students legally residing in another district within the state needing special programming will pay a tuition fee equal to no less than all actual program costs plus 10% for indirect services.~~

The board delegates to the Superintendent the authority to negotiate the tuition rate on a case by case basis for each request for admission of nonresident student within the guidelines set forth. Payment of tuition can be made by the sending district or the student's family.

The administration will assign non-resident students to a school attendance center based on class size guidelines, building capacities, and the programming options of the district. Transportation from home to school shall be the responsibility of the student's family.

Requests of Resident Students to Attend Another District

~~The Board may accept requests from students' families to attend another South Dakota district school without a change in residence, if the receiving district will accept payment of tuition to the receiving~~

~~district equal to no more than one half of the state aid formula per pupil cost for general fund reimbursement. Transportation from home to school shall be the responsibility of the student's family.~~

The Board delegates to the Superintendent the authority to negotiate the tuition rate on a case by case basis for each request to have a resident student attend another district based on the guidelines set forth.

Resident students in need of special programming will only be assigned out of district placements based on their Individual Education Plan and recommendations of the Multi-Disc. Team.

565 – Admission of Non-Resident Students..... – change to reflect current laws and practice

Admission of Non-Resident Students/Assignment of Resident Students

This policy is enacted to fairly allow admission and assignment of both resident and non-resident students in the Parkston School District. For the purposes of this policy, the term "resident district" means the district in which a student has legal residence as determined by SDCL 13-28-9. The term "non-resident district" means any district in which a non-resident student seeks to enroll, the term "assigned school" means the attendance center within the district to which a resident student is assigned. The term "non-assigned school" means an attendance center within a resident student's district to which the student has not been assigned.

The board will accept all students from other districts wishing to enroll provided the non-resident district's facilities can accommodate the students without adversely affecting the quality of the educational program. This determination will be based upon criteria adopted by the board, see Section C below, and is subject to the following conditions:

A: GENERAL PRINCIPLES

1. A student who is a legal resident of another South Dakota district seeking to transfer to Parkston School District must, ~~by February 1st of the school year preceding the year of intended enrollment in non-resident district,~~ make application to both the resident and non-resident districts. The application must be on ~~triplicate~~ forms provided by the Department of Education and Cultural Affairs and ~~postmarked no later than February 1st.~~ The application must be made by an unemancipated student's parent or guardian or by the emancipated student. (The parent with the authority to request enrollment is the resident custodial parent.)
2. The application will be approved or disapproved if the transfer does not result in an inability to provide a quality educational program by the Parkston School Board or it's designee ~~not later than March 1st,~~ and the applicant and resident district must be notified of the decision within five days of the decision. Applications will be reviewed in the order received.

- a. In-district transfer applications to move to a non-assigned school can be accepted and acted upon by the board or its designee at any time; however, decisions regarding transfer among attendance centers within a district will be based upon policies consistent with resident/non-resident transfers.
- 1. Applicants will be accepted or denied access to the Parkston School District education program based on the Parkston School Board's understanding of available classroom capacity. This may include an allowance for possible new resident students.
- 2. Applicants must include complete school records with this application for Open Enrollment to the Parkston School District. This must include a current academic report card; record of attendance; discipline record; and special needs."
- b. The application may be withdrawn by the applicant through notification to the affected school boards.

566 Delete either #4 or #5 as they say the exact same thing.

~~5. The school district reserves the right to discontinue transporting transfer students if it is in the best interests of the Parkston School District.~~

568 – Internet Acceptable Use policy – delete obsolete language “through Santel”

Acceptable Use -The purpose of providing Internet and Electronic Mail (E-Mail) ~~through Santel~~ is to enable students to explore thousands of libraries, databases and bulletin boards while exchanging messages with Internet users throughout the world. The use of the Internet and E-Mail must be in support of education and research consistent with the educational objectives of the Parkston School.....

569 - Computer use policy - Delete all and replace with updated version, then add iPad Use Agreement, CIPA Policy -Tony and I will continue to work on this

Laptop/iPad Policies and Procedures Handbook

The focus of the Learning with Laptops/IPADs Program at the Parkston School District 33-3 is to prepare students for their future, a world of digital technology and information. As we enter the twenty-first century, excellence in education requires that technology be seamlessly integrated throughout the educational program. Increasing access to technology is essential for that future and the learning tool of these twenty-first century students is the laptop/IPAD computer. The individual use of laptops is a way to empower students to learn at their full potential and to prepare them for the real world of college and the workplace. Laptops encourage students to solve problems and think critically by stimulating analytical thinking. Learning results from the continuous dynamic interaction among students, educators, parents and the extended community. Technology immersion does not diminish the vital role of the teacher. To the contrary, it transforms the teacher from a director of learning to a facilitator of learning. Learning with Laptops integrates technology into the curriculum anytime, anyplace.

2. RECEIVING YOUR LAPTOP

3. TAKING CARE OF YOUR LAPTOP

3.1 General Precautions

3.2 Carrying Laptops

3.3 Screen Care

4. USING YOUR LAPTOP AT SCHOOL

4.1 Laptops Left at Home

4.2 Laptop Undergoing Repair

4.3 Charging Your Laptop's Battery

4.4 Screensavers

4.5 Sound

4.6 Printing

4.7 Passwords

5. MANAGING YOUR FILES & SAVING YOUR WORK

5.1 Saving to the Home Directory

5.2 Saving data to Removable storage devices

6. SOFTWARE ON LAPTOPS

6.1 Originally Installed Software

6.2 Virus Protection

6.3 Additional Software

6.4 Inspection

6.5 Procedure for re-loading software

6.6 Software upgrades

7. ACCEPTABLE USE

7.1 General Guidelines

7.2 Privacy and Safety

7.3 Legal Propriety

7.4 E-mail

7.5 Consequences

8. PROTECTING & STORING YOUR LAPTOP COMPUTER

8.1 Laptop Identification

8.2 Password Protection

8.3 Storing Your Laptop

8.4 Laptops Left in Unsupervised Areas

9. REPAIRING OR REPLACING YOUR LAPTOP COMPUTER

9.1 Gateway Warranty

9.2 Accidental Damage Protection

9.3 School District Laptop Protection

9.4 Personal Insurance

9.5 Claims

10. LAPTOP TECHNICAL SUPPORT

11. LAPTOP FAQ'S

The policies, procedures and information within this document apply to all laptops used at Parkston School, including any other device considered by the administration to come under this policy.

Teachers may set additional requirements for computer use in their classroom.

2. RECEIVING YOUR LAPTOP

To receive a laptop computer, students must:

1. Attend the laptop orientation with a parent or legal guardian.
2. Submit Laptop Computer Protection form.
3. Submit Student Agreement for Laptop Use form.

Laptops will be collected at the end of each school year for maintenance, cleaning and software installations. Students will retain their original laptop each year while enrolled at PHS.

3. TAKING CARE OF YOUR LAPTOP

Students are responsible for the general care of the laptop they have been issued by the school. Laptops that are broken or fail to work properly must be taken to the technology Help Desk located in Room 120. If you have any questions, you may e-mail Mr. Kinneberg at Tony.Kinneberg@k12.sd.us or Mr. Thury at Justin.Thury@k12.sd.us.

3.1 General Precautions

- No food or drink is allowed next to your laptop while it is in use.
- Insert and remove cords, cables and removable storage devices carefully.
- Students should never carry their laptops while the screen is open, unless directed to do so by a teacher.
- Shut down the computer when not in use to conserve battery life.
- Stickers, drawings, or permanent markers may not be used on the computer.
- Do not vandalize the computers or any other school property.
- Laptops must never be left in a car or any unsupervised area.
- Students are responsible for keeping their laptop's battery charged for school each day.

3.2 Carrying Laptops

The protective cases provided with laptops have sufficient padding to protect the laptop from normal treatment and provide a suitable means for carrying the computer within the school. The guidelines below should be followed:

- Laptops should always be carried within the protective case provided by WCS.
- Some carrying cases can hold other objects (such as folders and workbooks), but these must be kept to a minimum to avoid placing too much pressure and weight on the laptop.
- The laptop must be turned off before placing it in the carrying case. Carrying laptops in the carrying case between class periods may be done while laptop cover is closed and laptop is hibernating.

3.3 Screen Care

The laptop screens can be damaged if subjected to rough treatment. The screens are particularly sensitive to damage from excessive pressure on the screen.

- Do not lean on the top of the laptop when it is closed.
- Do not place anything near the laptop that could put pressure on the screen.
- Do not place anything in the carrying case that will press against the cover.
- Do not poke the screen.

- Do not place anything on the keyboard before closing the lid (e.g. pens, pencils, or disks).
Clean the screen with a soft, dry cloth or anti-static cloth.

4. USING YOUR LAPTOP AT SCHOOL

Laptops are intended for use at school each day. In addition to teacher expectations for laptop use, school messages, announcements, calendars and schedules will be accessed using the laptop computer. Students must be responsible to bring their laptop to all classes, unless specifically advised not to do so by their teacher. Repeat violations of this policy will result in disciplinary action.

4.1 Laptops Left at Home

If students leave their laptop at home, they may phone parents/guardians to bring them to school. Students without a laptop will use a computer in each classroom as they are available.

4.2 Laptop Undergoing Repair

Students will use computers in the classrooms while their laptop is undergoing repair. Loaner laptops may be issued for use at the administrator's discretion.

4.3 Charging Your Laptop's Battery

Laptops must be brought to school each day in a fully charged condition. Power cords must stay with the computer at all times.

4.4 Screensavers

Screen savers and backgrounds must be appropriate. Presence of guns, weapons, pornographic materials, inappropriate language, alcohol, drugs, and gang related symbols or pictures, or other items deemed inappropriate by administration will result in disciplinary actions.

4.5 Sound

Sound must be muted or the use of headsets must be used at all times unless permission is obtained from the teacher for instructional purposes.

4.6 Printing

Students may use printers in classrooms, the library, and computer labs with teachers' permission during class or breaks. All printing will be limited to educational purposes.

4.7 Passwords

Use of passwords on screensavers or hard drive is forbidden. Use of passwords may result in disciplinary action including but not limited to cost of replacement hardware and/or software.

5. MANAGING YOUR FILES & SAVING YOUR WORK

5.1 Saving to the Home Directory

Each student will have a user account and **Home Directory** (My Documents) on the school network with ample space to save any school-related work. Additional folders in the **Home Directory** may be created or added by the student. All student work should be stored in their **Home Directory**.

Only files stored in the **Home Directory** will be automatically backed up and saved. Student work saved to a different location on the computer will not be automatically saved to the school server. Students should be aware that the **Home Directory** is not accessible outside of school.

Students should create a separate folder on their desktop for non-backed-up files, including but not limited to music, mp3, Windows Movie Maker, Photo Story and other large projects.

5.2 Saving data to Removable storage devices

Students should also backup all of their work at least once a week using removable file storage. Removable memory cards, flash drives, or recordable CDs may be purchased.

It is the student's responsibility to ensure that work is not lost due to mechanical failure or accidental deletion. Computer malfunctions are not an acceptable excuse for not submitting work.

6. SOFTWARE ON LAPTOPS

6.1 Originally Installed Software

The software originally installed by the Parkston School District must remain on the laptop in usable condition and be easily accessible at all times.

The laptop is supplied with Microsoft® Windows® XP Tablet PC Edition operating system and with additional software. Licensed software provided with all new laptops includes but is not limited to:

Microsoft Office Professional Edition including Word, Excel, Access, FrontPage,
PowerPoint & Publisher
Symantec Antivirus
Windows Media Player
Windows Movie Maker
Adobe Reader
Photo story for Windows
Notebook Software

From time to time the school may add software applications for use in a particular course. The licenses for this software require that the software be deleted from laptops at the completion of the course. Periodic checks of laptops will be made to ensure that students have deleted software that is no longer required in class and that the school has not exceeded its licenses.

6.2 Virus Protection

The laptop has anti-virus protection software. This software will scan the hard drive and other drives on boot up for known viruses. The virus software will be upgraded from the network. The school's storage server is also installed with virus protection software and hardware.

6.3 Additional Software

It is the responsibility of individual students to be aware of additional software programs and files loaded onto their laptop, which are required for classes and/or school activities.

Any additional software must be appropriate for the school environment.

Each student is responsible for ensuring that only licensed software is loaded onto his or her computers.

Violent games and computer images containing obscene or pornographic material are banned.

6.4 Inspection

Students may be selected at random to provide their laptop for inspection.

6.5 Procedure for re-loading software

If technical difficulties occur or illegal software is discovered, all files and the hard drive will be re-formatted. Only authorized software will be installed. The school does not accept responsibility for the loss of any software deleted due to a re-format and re-image.

6.6 Software upgrades

Upgrade versions of licensed software are available from time to time. Students will be instructed to upgrade their software from the school's network periodically.

7. ACCEPTABLE USE

7.1 General Guidelines

(1) Students will have access to all available forms of electronic media and communication approved by administration, which is in support of education and

research and in support of the educational goals and objectives of the Parkston School District.

- (2) Students are responsible for ethical use of the technology resources of the Parkston School district.
- (3) Access to the Parkston School District technology resources is a privilege and not a right. Each employee, student and/or parent will be required to follow the Acceptable Use Policy.
- (4) Transmission of any material that is in violation of any federal or state law is prohibited. This includes, but is not limited to the following: confidential information, copyrighted material, music downloads, threatening or obscene material, and computer viruses.
- (5) Any attempt to alter data, the configuration of a computer, or the files of another user, without the consent of the individual, school administrator, or technology administrator, will be considered an act of vandalism and subject to disciplinary action.

7.2 Privacy and Safety

Do not go into chat rooms or send chain letters without permission.

Do not open, use, or change computer files that do not belong to you.

Do not reveal your full name, phone number, home address, social security number, credit card numbers, password or passwords of other people.

Remember that storage is not guaranteed to be private or confidential.

If you inadvertently access a web site that contains obscene, pornographic or otherwise offensive material, notify a teacher immediately so that such sites can be blocked from further access. This is not merely a request; it is a responsibility.

7.3 Legal Propriety

Students must comply with trademark and copyright laws and all license agreements. Ignorance of the law is not immunity. If you are unsure, ask a teacher or parent.

Plagiarism is a violation. Give credit to all sources used, whether quoted or summarized. This includes all forms of media on the Internet, such as graphics, movies, music, and text.

Use or possession of hacking software is strictly prohibited and violators will be subject to disciplinary action.

Violation of applicable state or federal law, including the South Dakota Penal Code, Computer Crimes, will result in criminal prosecution or disciplinary action by the District.

7.4 E-mail

Always use appropriate language.

Do not transmit language/material that is profane, obscene, abusive, or offensive to others.

Do not send mass e-mails, chain letters or spam.

Students should maintain high integrity with regard to email content.

No private chatting during class without permission.

E-mail is subject to inspection by the school.

7.5 Consequences

The student in whose name a system account and/or computer hardware is issued will be responsible at all times for its appropriate use. Non-compliance with the policies of the Laptop Handbook or Acceptable Use Policy will result in disciplinary action.

Electronic mail, network usage, and all stored files **shall not be considered confidential and may be monitored at any time by designated District staff to ensure appropriate use.** The District cooperates fully with local, state or federal officials in any investigation concerning or relating to violations of computer crime laws. The South Dakota Open Records Act governs contents of e-mail and network communications; proper authorities will be given access to their content.

8. PROTECTING & STORING YOUR LAPTOP COMPUTER

8.1 Laptop Identification

Student laptops will be labeled in the manner specified by the school. Laptops can be identified in the following ways:

Record of serial number

Individual User account name and password

8.2 Password Protection

Students are expected to password protect their laptops by using their Windows Log-in and password, and keeping that password confidential.

8.3 Storing Your Laptop

When students are not using their laptops, they should be stored in their lockers. Nothing should be placed on top of the laptop. Students are encouraged to take their laptops home every day after school. Laptops should not be stored in a student's vehicle at school or at home. Extreme temperatures will damage your computer.

8.4 Laptops Left in Unsupervised Areas

Under no circumstances should laptops be left in unsupervised areas. Unsupervised areas include the school grounds and campus, the cafeteria, computer lab, locker rooms, library, unlocked classrooms, dressing rooms and hallways. Any computer left in these areas is in danger of being stolen.

Unsupervised laptops will be confiscated by staff and taken to the Principals' Office. Disciplinary action may be taken for leaving your laptop in an unsupervised location.

9. REPAIRING OR REPLACING YOUR LAPTOP COMPUTER

9.1 Laptop Warranty

This coverage is purchased by the Parkston School District as part of the purchase price of the equipment and warrants the laptops from defects in materials and workmanship. This limited warranty covers normal use mechanical breakdown or faulty construction and will provide replacement parts necessary to repair the laptop or laptop replacement. The Gateway warranty

does not warrant against damage caused by misuse, abuse, accidents or computer viruses. Please report all laptop problems to the technology Help Desk located in the study hall.

9.2 Accidental Damage Protection

The Parkston School District has purchased coverage to protect the laptops against accidental damage such as: liquid spills, accidental drops, power surges, and natural disasters. This coverage does not provide for damage caused by fire, theft, loss, misuse, intentional or frequent damage or cosmetic damage the company will assess the laptop damage and repair or replace the machine at no cost if the damage is determined to be accidental, infrequent, and within the protection guidelines. PHS will service repairs and replacements for defective parts and acts of accidental damage. Please report all laptop problems to the technology Help Desk.

9.3 School District Laptop Protection

Parkston School District protection is an optional insurance available to cover laptop replacement in the event of theft, loss, or accidental damage by fire. This protection for laptop computers is \$25.00 annually for each student, with a maximum cost of \$50.00 per family. This coverage includes a \$200.00 additional charge per claim.

9.4 Personal Insurance

Students or parents may wish to carry their own personal insurance to protect the laptop in cases of theft, loss, or accidental damage by fire. Please consult with your insurance agent for details about your personal coverage of the laptop computer.

9.5 Claims

All insurance claims must be reported to the Technology Help Desk. Students or parents must file a police or fire report and bring a copy of the report to the principal's office before a laptop can be repaired or replaced with School District.

Fraudulent reporting of theft, loss, or accidental damage by fire will be turned over to the police and insurance company for prosecution.

The District will work with the Parkston Police Department to alert pawnshops and police departments in the area to be aware of this District-owned equipment.

10. LAPTOP TECHNICAL SUPPORT

The Technology Help Desk is located in the study hall and coordinates the repair work for laptops. Services provided may include but are not limited to the following:

Hardware maintenance and repairs
Password identification
User account support
Operating system or software configuration support
Application information
Re-imaging hard drives
Updates and software installations
Coordination of warranty repairs
Distribution of loaner laptops and batteries

11. LAPTOP FAQ'S

1. Can I use the laptop computer and software throughout my career at PHS?

Yes. While the rapid pace of computer technology guarantees that more advanced units will be available before you graduate, your unit will be powerful enough for your classroom work throughout your career at PHS. The available software will be usable in upper level as well as entry-level course work. Of course, just as upper level courses require different textbooks, you may need additional software as you move through the curriculum.

2. What if I already have another model or brand of laptop computer?

You will be required to use the school district issued laptop for school purposes. This is necessary to ensure that you have a computer that gives you network capability and the

ability to run the software that you will need in your courses. The Parkston School District is also limited to provide maintenance service or assistance for only the laptop provided. For these reasons, other laptop computers will not be used on the Parkston School District network at school.

3. Can I have my laptop computer this summer?

No. All laptops will be collected at the end of the school year for general maintenance, cleaning, and software installation purposes. Students will receive their laptops again at their orientation session in the fall to ensure that everyone receives complete information about the computer, including its warranty, insurance coverage, software usage and PHS's policy regarding the ethical use of computers.

4. Where do I find a service technician?

Take your laptop to the Help Desk in the Room 120.

5. What about insurance against theft or breakage through carelessness?

Your laptop computer is very portable and very valuable, making it an attractive target for thieves. The best insurance is to take care of your laptop. Do not leave your laptop in the building, classroom, or car unattended. Always know where your laptop is! Above all, take your computer home each night. Insurance options are available. See below.

6. Does PHS provide maintenance on my laptop computer?

Yes. The Technical Services Help Desk staff will coordinate maintenance for students. The Technology Help Desk is located in Room 120 and coordinates the repair work for laptops. Students are expected to keep the laptops in good condition. Failure to do so may result in fines.

7. What will I do without a computer in my classes if my laptop unit is being repaired or while I am replacing it if it is lost or stolen?

Students will use computers located in the classrooms while his/her laptop is being repaired/replaced. Parkston School will stock a limited number of laptop computers that can be loaned out on a case by case basis. You will be able to apply for a loaner unit at the Help Desk in Room 120, the same area where you will go for service on your laptop computer. If you are in possession of a loaner, treat it as if it were your own computer. You will be responsible for any damage to the unit or for its loss.

8. If I purchase software in addition to the available software provided through PHS, will the Technical Help Desk staff load it for me?

Yes, if the district approves it.

9. Do I need a printer?

You need not own one since printers are located near classrooms, in the library, and in the study hall. If you want to connect to a printer at home with the school laptop, you will need to visit the technology Help Desk and ask to have your printer software installed.

10. Will I need to buy a modem?

No. A modem is built into the laptop.

11. How do I connect to the Internet at home?

You will need to talk to your Internet Service Provider (Santel, Media Com) to purchase Internet access at home. Each company will provide specific instructions for accessing the Internet with your laptop. Further help may be received through the Help Desk.

12. Will there be facilities to back up the files I create on my laptop?

Yes. When you save your documents to the My Documents folder, your files are automatically saved to your H: drive when you connect to the school network. You are also encouraged to save your documents to a Flash Drive or other portable storage device.

13. What if I want to add options to my laptop later?

Only the Parkston School District is authorized to add options and upgrades to your laptop computer.

14. What if I want to run another operating system on my laptop?

Only the operating system chosen by the Parkston School District will be authorized to run on a student-issued laptop computer.

15. Will I be given a new battery if mine goes bad?

The manufacturer for defects will replace the laptop battery. You will be responsible for charging your battery and proper battery maintenance.

16. What has the school done to help prevent students from going to inappropriate sites?

We have a software product, which is designed to help monitor all Internet sites that students attempt to access. This software blocks inappropriate sites and also logs a history of every site that each user opens. All students who attempt to find inappropriate sites will be directed to the Principal's Office.

17. Are Student Laptops subject to school "snooping"; what if they bring their laptop in for repairs and "objectionable data" is detected?

Inappropriate material on laptops should be reported to the classroom teacher, the principal, or the Help Desk immediately upon identification. Students, who have "objectionable data" on their laptop, but have failed or chosen not to report it, will be referred to the Principal's Office.

18. If the accessories to my laptop are lost or stolen, how much will it cost to replace them?

In the event that laptop accessories are lost or stolen, you should report the items to the Help Desk. The cost to replace specific accessories will be determined.

LAPTOP COMPUTER PROTECTION AGREEMENT

The Parkston School District recognizes that with the implementation of the laptop initiative there is a need to protect the investment by both the District and the Student/Parent. The following outlines the various areas of protection: warranty, accidental damage protection and insurance.

WARRANTY: This coverage is purchased by the Parkston School District as part of the purchase price of the equipment. Gateway warrants the laptops from defects in materials and workmanship. This limited warranty covers normal use, mechanical breakdown or faulty construction and will provide replacement parts necessary to repair the laptop or laptop replacement. The Gateway warranty does not warrant against damage caused by misuse, abuse, accidents or computer viruses.

ACCIDENTAL DAMAGE PROTECTION: The Parkston School District has purchased through Gateway coverage to protect the laptops against accidental damage such as: liquid spills, accidental drops, power surges, and natural disasters. This coverage does not provide for damage caused by fire, theft, loss, misuse, intentional or frequent damage or cosmetic damage. Gateway will assess the laptop damage and repair or replace the machine at no cost if the damage is determined to be accidental, infrequent, and within the protection guidelines.

INSURANCE FOR THEFT, LOSS OR FIRE: Laptops that are stolen, lost or damaged by fire are not covered by the Gateway Warranty or the Accidental Damage Protection outlined above. Following are the three options that are available for these types of losses, and the Student/Parent must commit to one by checking the appropriate box.

- No Insurance - You agree to pay for the replacement of the laptop at a cost not to exceed \$1,300.00 should the laptop be stolen, lost or damaged by fire.
- Personal Insurance -You will cover the laptop under your own insurance policy and in the case of a theft, loss or damage by fire, you agree to pay the District the amount received from your insurance company plus any additional amount needed to cover the laptop replacement not to exceed \$1,300.00.
- School District -You choose to pay the school district an annual protection payment for coverage of theft, loss or damage by fire in the amount of \$25.00 or \$50.00 for family coverage when there are two or more children in high school using laptop computers. The \$25.00 payment is non-refundable. This protection coverage has a \$200.00 additional charge per occurrence. This annual coverage begins upon receipt of the payment and ends at the conclusion of each school year.

ADDITIONAL INFORMATION: In cases of theft, vandalism and other criminal acts, a police report, or in the case of fire, a fire report **MUST be filed by the student or parent** for the protection coverage to take place. A copy of the police/fire report must be provided to the principal's office. The \$200.00 additional charge is the responsibility of the student/parent and must be paid before the laptop can be repaired or replaced.

INTENTIONAL DAMAGE: Students/Parents are responsible for full payment of intentional damages to laptops. Warranty, Accidental Damage Protection, or School District Laptop Protection **DOES NOT** cover intentional damage of the laptops.

Student Name: _____ (Please Print)

Student Signature: _____ Date: _____

Parent Signature: _____ Date: _____

Reviewed 2012

STUDENTS _____ 569.1

Technology Devices Protection Agreement

The Parkston School District recognizes that with the implementation of the laptop initiative and other mobile technology devices there is a need to protect the investment by both the District and the Student/Parent.

**Parkston School District
Student/Parent Pledge for iPad Use**

- I will take good care of the iPad.
- I will never leave the iPad unattended.
- I will never loan out the iPad to other individuals.
- I will know where the iPad is at all times.
- I will charge the iPad's battery daily.
- I will keep food and beverages away from the iPad since they may cause damage to the device.

I will not disassemble any part of the iPad or attempt any repairs.
I will protect the iPad by only carrying it in the case provided.
I will use my iPad in ways that are appropriate, that meet Parkston School District expectations, and are for educational purposes only.
I will not place decorations (such as stickers, markers, etc.) on the iPad or provided case.
I will not deface the iPad in any fashion.
I understand that the iPad is subject to inspection at any time without notice and remains the property of the Parkston School District.
I will follow the policies outlined in the *Student Handbook* and the *Acceptable Use Policy* while at school, as well as outside the school day.
I will file a police report in case of theft, vandalism, and other acts covered by personal insurance as well as report to the Parkston School District.
I will be responsible for all damages that may incur while the iPad is within my possession.
I agree to return the iPad, case and power cords in good working condition.

I agree to the stipulations set forth in the above document including Student Handbook Policy, and the Acceptable Use Policy, set up as guidelines by the Parkston School District.

Student Name (please print): _____
Student Signature: _____ Date: _____
Parent/Guardian Name (please print): _____
Parent/Guardian Signature: _____ Date: _____

Reviewed 2012

Introduction:

The Children's Internet Protection Act (CIPA), 47 U.S.C. §254(h)(5), and South Dakota Consolidated Statutes Section 22-24-55 require public schools to implement certain measures and actions to ensure that students are restricted from accessing inappropriate materials online using school-owned computers. This policy is adopted to implement these state and federal requirements.

Internet Safety

It is the policy of this organization to protect computer users from harassment and unwanted or unsolicited electronic communications. Any network user who receives threatening or unwelcome electronic communications or inadvertently visits or accesses an inappropriate site shall report such immediately to a teacher or administrator.

The Parkston School District 33-3 has implemented a technology protection measure that blocks access to inappropriate matter such as child pornography, obscene material and material that is harmful to minors. The Parkston School District has contracted with LightSpeed to ensure the district has all necessary filtering protections that are required by federal and state laws.

In order to protect their safety and security of its students, network users are prohibited from revealing personal information that includes full name, phone number, home address, social security number, credit card number, and passwords to other users when engaging in online activities including but not limited to chat rooms, email, and social networking web sites.

All network users are prohibiting from hacking and engaging in any unlawful online activity. All network users are refrained from altering data, computer configurations, or files by other users unless granted permission by authority. Any attempt to do so will be considered an act of vandalism and subject to disciplinary action and or losing network rights as determined by administration.

All network users are prohibited from disclosing or disseminating personal information without proper authorization regarding minors. Transmission of any material that is in violation of any federal or state law is prohibited. This includes, but not limited to the following: confidential information, copyrighted material, illegal downloads of music, video, images, threatening or obscene material, and computer viruses.

All network users are prohibited from accessing sites or online materials that are blocked by the technology protection measure. Students must comply with trademark and copyright laws and all license agreements. Ignorance of the law is not immunity. Plagiarism is a violation. Give credit to all sources used, whether quoted or summarized. This includes all forms of media. All network users are required to follow the rules and regulations that are governed by the school district, local, state and federal laws. Any occurrence where a network user tries to by pass or alter configurations that can jeopardize the integrity of the content filtering system and or network will be subject to disciplinary action which could include suspension of using school network and all network devices.

Implementation of Technology Protection Measure

All school district owned computers and other network devices [used on campus] will be equipped with a technology protection measure.

Adult users may request the Technology Protection Measure to be temporarily disabled in order to conduct bona fide research or for another lawful purpose. The Technology Protection Measure must be re-activated as soon as the adult finishes using the computer for the authorized bona fide research or other lawful purpose.

Acceptable Use Policy

Each network user shall be required to sign an Acceptable Use Policy annually in the form prescribed by the school board of education. The Acceptable Use Policy shall implement the Internet Safety Policy. Violation of this policy and/or the Acceptable Use Policy shall be subject to appropriate discipline and sanctions.

Monitoring of Online Activities

It shall be the responsibility of all personnel of the Parkston School District to monitor students' online activities and use of the network to ensure that their use is in compliance with CIPA and this Internet Safety Policy. The district has the ability through generating live data reports of all network traffic to ensure the safety and compliance of CIPA and with the Internet Safety Policy.

Cyberbullying and Appropriate Online Education

Students will be educated annually about appropriate online behavior, including interacting with other individuals on social networking websites and in chat rooms, and cyberbullying awareness and response. The implementation of this provision is delegated to the Parkston School District who shall report annually to the Board on the educational activities undertaken to comply with this subsection.

The curriculum shall consist of instruction that includes the following three CIPA required topics: appropriate online behavior, safety and privacy, and cyberbullying. The instruction will contain lessons for grades K-12 and include handouts, videos, assessments, and parent tips. Teacher Verification Documents will be available to view to show all staff and students have been instructed and have meet the requirements set out by CIPA. (See Implementation Guide for Instruction and Teacher Verification Documentation)

Consequences

The network user whose name is on the system account or whose names is assigned to a network device will be responsible at all times for its appropriate use. Non-compliance with these policies of both student handbook and Acceptable Use Policy will result in disciplinary action.

Electronic mail, network usage, and all stored files shall not be considered confidential and may be monitored at any time by designated District Staff to ensure appropriate use. The District cooperates fully with local, state and federal officials in any investigation concerning or relating to violations of computer related crimes. The South Dakota Open Records Act governs contents of e-mail and network communications; proper authorities will be given access to their content.

If you inadvertently access a web site that contains obscene, pornographic or otherwise offensive material, notify a teacher or district staff immediately so that such sites can be blocked from further access. This is not merely a request but a responsibility of the network user.

Definitions Used in this Policy:

Minor: The term "minor" means any individual who has not attained the age of 17 years.

Obscene: The term "obscene" is defined as material – (1) the dominant theme of which, taken as a whole, appeals to the prurient interest; (2) which is patently offensive because it affronts contemporary community standards relating to the description or representation of sado-masochistic abuse or sexual conduct; and (3) lacks serious literary, artistic, political, or scientific value.

Child pornography: The term "child pornography" is a visual depiction, including any photograph, film, video, picture, or computer or computer-generated image or picture, whether made or produced by electronic, mechanical, or other means, of sexually explicit conduct, where the production of such visual depiction involves the use of a minor engaging in sexually explicit conduct; such visual depiction is a digital image, computer image, or computer-generated image that is, or is indistinguishable from, that of a minor engaging in sexually explicit conduct; or such visual depiction has been created, adapted, or modified to appear that an identifiable minor is engaging in sexually explicit conduct.

Harmful to minors: The term "harmful to minors" means any picture, image, graphic image file, or other visual depiction that—(i) taken as a whole and with respect to minors, appeals to a prurient interest in nudity, sex, or excretion; (ii) depicts, describes, or represents, in a patently offensive way with respect to what is suitable for minors, an actual or simulated sexual act or sexual contact, actual or simulated normal or perverted sexual acts, or a lewd exhibition of the genitals; and, (iii) taken as a whole, lacks serious literary, artistic, political, or scientific value as to minors.

Technology protection measure: The term "technology protection measure" means a specific technology that blocks or filters Internet access to the material that is obscene, contains child pornography and/or is harmful to minors.

Computer: Any electronic device that has the ability to connect to the Internet including but not limited to desktop computers, laptop computers, tablet computers and electronic book readers.

Paragraph 2 second sentence "the board further recognizes ...Capitalize T of "the"

The board further recognizes.....

Advisory committee shall consider: #5 County Health officer which may be controlling ????

5) the recommendation of the County Health officer which may be the controlling opinion

Communicable disease Guidelines ...some are "of" life threatening in nature,... delete "of"

Some of these have a high degree of communicability, some are ~~of~~ life threatening in nature, and some are both.

Streptococcal Infections
(Scarlet Fever,
Scarletina, Strep

The student may attend school 24 hours after
initiating oral antibiotic therapy and are clinically
as well.

600 Series

Introduced: October

2nd Reading December

INSTRUCTION

602.3

Lock Down Plan

The Superintendent of Schools will assure that a Lock Down Plan does exist for each attendance center. He/She will ensure that all staff will be aware of the plan for protecting all persons in that particular attendance center.

There will be no practice drills required for the Lock Down Plan unless the administration feels it prudent.

INSTRUCTION

603

Objectives of the Instructional Program

The Board recognizes that it has responsibility for educating all students in the district who are capable of learning, regardless of their abilities, race, color, national origin or creed. It recognizes that the entire person comes to school, and that the school cannot ~~well~~ ignore his/her health, character and total personality development. However, it also recognizes that the school cannot assume complete responsibility for the total development of the student. This responsibility must be shared by the home, the church, and the total community with its various organizations and environmental conditions.

WRITTEN AGREEMENT

By and Between

THE UNIVERSITY OF SOUTH DAKOTA, School of Education

(Hereinafter USD)

And

Parkston School District 33-3

For Participation in the Operation of a Professional Development District (PDD)

For the Period of July 1, 2013 – June 30, 2017

Professional Development District

The School of Education at The University of South Dakota (USD) will participate with regional school districts in the development and operation of a Professional Development District programs (PDD). This initiative includes, but is not limited to:

1. Placement and support for the full year residency and semester long programs involved in the USD Teacher Education program.
2. Placement and support for the early field experiences involved in the USD Teacher Education program.
3. Evaluation of teacher education residency candidates placed in PDD schools.
4. Professional development for cooperating classroom teachers in the PDD schools.

Definition of Terms

For the purposes of this document, terms and definitions will be as follows:

- Professional Development District – The PK – 12 partner in the USD School of Education teacher preparation program
- Clinical Faculty member – The USD faculty member who will be primarily responsible for delivering the coursework during the residency year and coordinating the field based observations and evaluations of the teacher education candidates.
- University Supervisor – The USD supervisor assigned to the residency students when the clinical faculty member is unable to provide direct supervision of the residency student.
- Mentor – The PK – 12 teacher that has been assigned as the primary cooperating teacher for the teacher education candidate and has completed the co-teaching training required by USD. The mentoring requirement may be a full year assignment or a semester/partial year assignment based on the placement or certification requirements of the teacher education candidate.

- Field-based supervisor – The PK – 12 teacher that has been assigned an early field experience student and has not completed the mentoring course required by USD.
- Administrator – Specially certified educator whose job is to direct and manage daily operations or programs in an individual school. May also include personnel employed by central educational office who work at local school level. The administrator may be the principal, assistant principal, special education director, curriculum coordinator, or curriculum director.

1. Program overview

- USD will establish PDD sites collaboratively with public school districts to share jointly the resources and information pertaining to the PDD.
- The PDD will agree to this partnership with the USD School of Education through a written agreement signed by both parties on or before February 1 on the last year of the contract.
- It is mutually agreed that there shall be no discrimination on the basis of a person's race, color, creed, religion, national origin, ancestry, citizenship, gender, sexual orientation, age, or disability in selection and participation of PDD teachers, mentors, or university faculty and staff.
- USD and the PDD agree to share data regarding performance of the residency program, teacher education candidates and students impacted by the teacher education candidates.

2. Role of the USD School of Education in the PDD program

- The School of Education is committed to involving its faculty in the PDD program. USD shall involve the faculty of the School of Education in collaborative enterprises to improve the quality of teaching and learning through such efforts as research or investigations of mutual interest. The guiding principle for the PDD program is the demonstration of research-based educator practices and technologies by exemplary school-based mentors, teacher candidates, and the USD faculty.
- USD may assign faculty members to the PDD sites for the purpose of communication, supervision, and demonstration teaching. The number of USD faculty with all or partial assignments will depend on the needs of the mentors, teacher candidates, and the district administrators.
- The teacher education candidates will be approved by USD faculty each year. The teacher education candidates will fill out the necessary applications to be considered for a clinical placement, providing references, transcripts, and other information as deemed necessary by the University.
- USD will compensate the mentors for supervision duties associated with the full year residency and semester long programs. The compensation rate will be determined on an annual basis. The 2013/14 rate per semester is \$250. Graduate credits may be available for the mentors that agree to supervise teacher education candidates.
- The USD School of Education will assign a university supervisor to direct the work of the residency candidate. In most cases this will be the clinical faculty member assigned to the PDD. The university supervisor will serve as the team leader on behalf of the teacher education candidate.
- The USD School of Education Supervisor will conduct a minimum of four evaluations/semester during the residency year.
- USD will collaboratively disseminate information regarding the PDD and the knowledge generated through the PDD to the general educational community.
- USD will collaborate with participating school districts in the selection of classroom mentors. The total number of mentors and teacher education candidates at the PDD sites will be determined annually based on need and availability of mentors. Measures will be employed to jointly facilitate positive mentor – teacher candidate matches. Requirements for mentors include:

- i. Three years of successful PK - 12 teaching.
- ii. Administrator approval and recommendation to serve as a mentor.
- iii. Completion of Co-Teaching training or intent to complete training
- iv. Completed application by the mentor teacher
- i. Teacher education candidates must:
 - i. Meet PDD requirements for placement considerations in the residency or semester long program. These requirements could include a background check and insurance coverage, meeting minimum GPA requirements, recommendations from early field experience supervisors and passing scores on PRAXIS exams.
 - ii. Be fully enrolled in an undergraduate teacher education program in the School of Education and registered for course work toward graduation during their involvement with the residency or semester long program.
 - iii. Be under joint supervision of the clinical faculty member and/or the university supervisor and mentor in the school they are assigned. The supervisory team will be headed by the university with involvement from the mentor, building principal and USD faculty as assigned.
 - iv. Be personally responsible for individual health insurance and professional liability insurance.
- j. This section reflects any unique conditions that will impact the USD/PDD agreement:
 - i. _____
 - ii. _____
 - iii. _____

3. PDD Responsibilities in the program

- a. The participating PDD school districts will select mentor teachers from the existing school staff to work with the teacher candidates and the USD faculty and staff. The PDD will collaborate with the USD School of Education to match the interests and capabilities of mentors with those of the teacher education candidates. The mentors will be selected on the basis of exemplary contributions to education, leadership and their commitment to preparing others for the profession. Participation as a PDD district indicates that there will be placement opportunities for two or more teacher candidates each year to enhance opportunities for collaboration.
- b. The mentors or the administrators will be expected to conduct two formal performance evaluations/semester on the teacher education candidate.
- c. Teacher education candidates may be interviewed by the local PDD
- d. The PDD may provide a stipend to teacher candidates during the residency experience. The stipend amount shall be determined by the PDD. The teacher candidates will be individually responsible for the expenses of their USD tuition, fees, travel, books, and other costs of undergraduate study.
- e. The PDD may include duties and responsibilities to the teacher education candidate such as: extra-curricular activities, substitute teaching in related fields (10 days maximum), directing activities, non-teaching duties and committees. A PDD may choose to compensate the residency student for involvement in these activities.
- f. Participating school districts will share appropriate student achievement data for evaluation and program improvement in accordance with FERPA regulations.
- g. Participating school districts may allow videotaping of classroom instruction for professional development and candidate assessment purposes. Proper releases will be executed in accordance with PDD policy and procedures.
- h. The PDD may be required to provide available classroom space for embedded course work during the clinical experiences.

i. This section reflects any unique conditions that will impact the USD/PDD agreement:

- i. _____
- ii. _____
- iii. _____

4. Hold Harmless Clause

a. PDD agrees to hold harmless and indemnify the State of South Dakota, the South Dakota Board of Regents, The University of South Dakota, their officers, agents or employees from and against any and all actions, suits, damage, liability or other proceedings that may arise as a result its performance of the contract. Nothing herein requires PDD to be responsible for any action, suit damage, liability or other proceeding that may arise as a result of negligence, misconduct, error or omission of the State of South Dakota, the South Dakota Board of Regents, The University of South Dakota, their officers, agents or employees.

5. Termination of This Agreement

- a. Any party of the collaborating members of this agreement may terminate the agreement by February 1, with termination effective the following academic year.
- b. This agreement shall by reviewed annually for compliance, additions, and deletions. This review will be completed by March 1 of each year.
- c. This Agreement depends upon the continued availability of appropriated funds and expenditure authority from the Legislature and/or the Bush Foundation for this purpose. If for any reason the Legislature and/or Bush Foundation fails to appropriate or grant expenditure authority or funds become unavailable by operation of law or federal funds reductions, this Agreement may be terminated by the University of South Dakota or the PDD. Termination for any of these reasons is not a default by the State nor does it give rise to a claim against the State.

6. Governing Law

a. This Agreement shall be governed by the laws of the state of South Dakota.

EXECUTED

_____, President DATE
Board of Education

_____, Rick Melmer, Dean DATE
USD School of Education

_____, Superintendent DATE
_____ School District

_____, James W. Abbott, President DATE
The University of South Dakota

You have a BASIC account | To remove the limits of a BASIC account and get unlimited questions, upgrade now!

USD Teacher Mentor Program
Education

Design Survey Collect Responses **Analyze Results**

- [View Summary](#)
- [Browse Responses](#)
- [Filter Responses](#)
- [Crosstab Responses](#)
- [Download Responses](#)
- [Share Responses](#)

Default Report [v]

Response Summary

Total Started Survey: 24
Total Finished Survey: 24 (100%)

PAGE: 1

1. Do you believe we should enter into an agreement with USD and their new student teaching program? Create Chart Download

	Response Percent	Response Count
Yes	91.7%	22
No	8.3%	2
answered question		24
skipped question		0

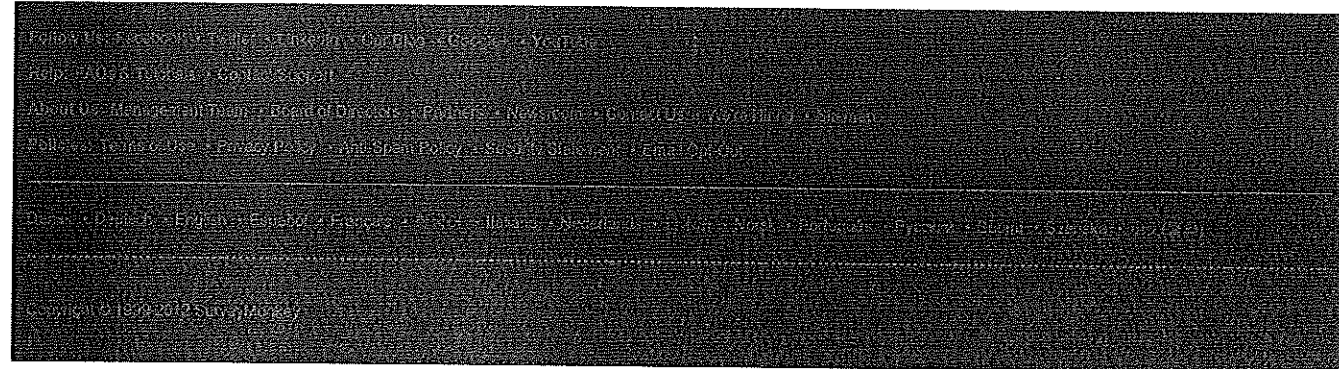
2. If "yes" would you consider accepting a student teacher? Create Chart Download

	Response Percent	Response Count
Yes	78.3%	18
No	17.4%	4
NA	4.3%	1
answered question		23
skipped question		1

3. If you answered "no" to question 1, explain why? Download

	Response Count
Show Responses	3
answered question	3
skipped question	21

4. Do you believe it appropriate for the school district to provide incentive to attract student teachers?		Create Chart	Download
	Response Percent	Response Count	
Yes	62.2%	12	
No	47.8%	11	
		answered question	23
		skipped question	1



Mcintosh, Shayne

From: Reed, Kristine [Kristine.Reed@usd.edu]
Sent: Wednesday, December 05, 2012 2:57 PM
To: Williams@akron-westfield.k12.ia.us; rcollins@w-sioux.k12.ia.us; Rod Earleywine; GAUSMAN, PAUL R <gausmap@live.siouxcityschools.com> (gausmap@live.siouxcityschools.com); KNUTH, JILL K; vernon.fisher@ssccardinals.org; khoward@remsen-union.k12.ia.us; Pappone, David M; Gerber, Terry; Hotchkiss, Don; Holbeck, Jim; Mayer, Robert; Buckridge, Keith; Schueler, Sharon A; Danielsen, Jeff; Rhead, Tim; Field, Brian A; Seichert, Jason W; ysd.k12.sd.us, jgertsema; Shanks, Brian; Leber, Al; Voss, Doug; Joachim, Jerry; Johnke, Larry; Froke, Mark; Joe Lefdal; jreznice@esu1.org; Randall Anderson; Mueller, Darrell; Culver, Tom; Knudson, Bryce; McIntosh, Shayne; Goodwin, Dennis; Alvey, Damon; Vlasman, Lynn R; Smit, Susan
Cc: Melmer, Rick; Reetz, Linda
Subject: USD PDD Agreement

Hi folks,

Just a brief reminder that the days are ticking off fairly quickly until Christmas as well as the date we would like to receive your PDD Agreement for USD's Teacher Education Program by December 21st! I know Board meetings are coming up next week and want to encourage you to contact me with any questions about the agreement. If you sent the agreement already, thank you so much!

One part of the PDD agreement I want to highlight is a section on incentives that school districts would be able to offer candidates (student teachers). Lines are provided in that section for you to write in any incentives that your district would be able to offer candidates. We heard back from a few districts including Wagner who provided the following list of incentives:

1. \$1500 Housing Stipend
2. 2 Free School Meals Per Day In Session
3. Same Pay as New Staff for Induction Prior to Start of School---Has Been \$125 per Day for 5 Days
4. Extra Duty Assignment if Available and Qualified at Negotiated Agreement Rate
5. Up to 10 Days (5 Per Semester) Outside Assigned Classroom Substitution at Current Rate for Non-certified Teacher—Currently \$80 per Day Uncertified Substitute
6. Possibility of Hourly Subbing During Prep Period at Negotiated Contract Rate—Currently \$20 Per Hour
7. Other Assigned Paid Duties Such as Ticket Taking at Negotiated Rate

Beresford provided the following list:

1. Offer the year-round residents free breakfast (\$1.70) and free lunch (\$3.20) daily.
2. Opportunities for some wages—pay for substitute teaching when their cooperating teacher is absent;
3. District coaching/co-curricular assignments;
4. Refereeing for football, basketball, and football games;
5. Line judging for volleyball matches;
6. Supervision of the after school program at the elementary school; and fitness center supervision, before or after school at the high school.
7. Assist them in finding a decent and reasonably priced apartment or place to live in the community if they so desire.

Avon offered the following incentives:

1. Pay each teacher candidate that comes to our school from USD a \$1500 stipend for the school year.
2. Pay them for any extra duties that they perform.

Sioux Falls talked about helping to find host families for students to live with while in the community. Any incentives will help as we have found that the majority of our students work through school to pay living expenses. Offering them opportunities to work at the school will not only help them with living expenses, it also provides additional learning opportunities that will serve them well in their teaching career.

We will be talking with teacher candidates in January and working out lists of candidates for the different hubs. We will send you those lists by mid-January and look forward to receiving mentor applications by February 1st and then we will get the ball rolling to organize interviews and speed matching events for late March and into April.

Finally, please consider having a team of co-teaching trainers visit your district to provide the 3 hour mentor training session for co-teaching with student teachers. A team could start at 4:00 and finish up by 7:00 one evening if that will work for your district or come out during a professional development day to provide the training. Just let me know and I will get the training scheduled for your district or for a group of your interested teachers! We will be traveling to Yankton, Bon Homme and Scotland in the next couple of weeks but January is wide open!

Thanks for your continued support and please do not hesitate to contact me with questions or concerns as we move forward!

Kris

Dr. Kris Reed, Assistant Dean
Associate Professor
School of Education
University of South Dakota
Vermillion, SD 57069
kreed@usd.edu
(605) 677-6072



Executive Committee

President
Bev Banks
First Vice President
Pamela Haukaas
Second Vice President
Denise Lutkemeier
Past President
Nell Putnam
ASBSD Executive Director
Dr. Wade Pogany

Directors

Central Region
Pamela Haukaas
Colome
Eric Stroeder
Mobridge-Pollock
Steve Kubick
Winner
Deanne Booth
Pierre
Northeast Region
Denise Lutkemeier
Wilmot
Deb Koenecke
Deuel
LeRoy Hellwig
Sisseton
Duane Alm
Aberdeen
Southeast Region
Lloyd Gundvaldson
Colman-Egan
Dorothy Hajek
Bon Homme
Lisa Engels
West Central
Neil Putnam
Mitchell
Western Region
Susan Humiston
Edgemont
Anita Peterson
Haakon
Bev Banks
Belle Fourche
Randall Royer
Spearfish
Sheryl Kirkeby
Rapid City

TO: Board Presidents and Superintendents, Southeastern Region

FROM: Wade Pogany, Executive Director

DATE: November 20, 2012

RE: 2012 OFFICIAL ELECTION BALLOT, BOARD OF DIRECTORS

During the Southeastern Region Caucus held at the ASBSD Delegate Assembly on Friday, November 16, 2012 two candidates were nominated for one of the five positions representing the Southeastern Region on the Board of Directors.

According to our by-laws all contested elections shall be determined by ballot election. Ballots containing the names of up to two nominees shall be mailed to all member boards in each respective region. Ballots shall be cast and returned in sealed envelopes to the ASBSD postmarked no later than 30 days following the date on the ballots.

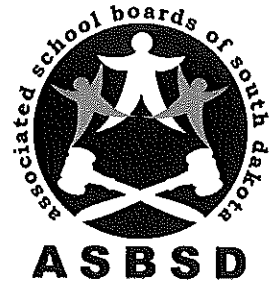
All member school boards are eligible to cast one vote in the region director election for each enrollment category on the ballot. The outcome of the election will be decided by the candidate receiving the most votes.

Your school board, as a member in good standing of ASBSD, is entitled to cast a vote to elect a representative to serve from the 1,400-9,999 enrollment size category. Each of the 57 school boards in the Southeastern Region is eligible to cast one vote regardless of the district's enrollment size. ASBSD directors are elected to represent the best interests of all school boards and students in the region.

Each candidate was nominated and introduced to the delegates of the Southeastern Region caucus at the Delegate Assembly. Biographical information on each candidate is included.

All ballots received in a sealed envelope, postmarked no later than December 20, 2012, will be included in the official ballot count. The official ballot and return envelope is included in the superintendent's mailing.

Please place the ballot election on your agenda for your next board meeting. If you have any questions, contact Wade Pogany at 773-2500. Thank you for your help and continuing support of your school board association.



**Ballot
Board of Directors**

SOUTHEASTERN REGION

November 20, 2012

Please place a mark in the space provided to indicate your board's vote for ASBSD Director in the following size category, each school board member in good standing in the region is eligible to cast one vote:

Over 1,400-9,999 students

_____ Neil Putnam, Mitchell School District, Board of Directors

_____ Kathy Greenway, Yankton School District, Board of Directors

Board President's Signature: _____ Date: _____

School District Name: _____

Ballot must be postmarked no later than December 20, 2012 to be included in the election count. Return ballot in stamped-addressed envelope provided or mail to:

**ASBSD – Ballot
PO BOX 1059
Pierre, SD 57501**



Southeastern Region

Enrollment: 1,400-9,999

4-year term

Why Neil is interested:

Thank you for the honor of representing school board members and the students we serve on the ASBSD Board of Directors. I am grateful for the opportunity to become acquainted with many of you and sharing our successes on a state and national stage.

The ASBSD team has recently enhanced membership services which include; policy development, advocacy, board training, research, legal and fiscal services. I am particularly honored to serve on the ASBSD Executive Committee. During my time in leadership, the board hired a new executive director, adopted a new strategic plan, conducted a membership survey, and established new relationships with policy makers, educators, business leaders, media and the National School Board Association. The ASBSD Board and staff are working hard to continue on the path of success we have started through outreach and engagement. The ASBSD team ambitious plans and is poised to fulfill the members' expectations and assist them in serving the public they represent. The board and staff recognize the difficult financial situations of school districts. Therefore, ASBSD is also doing more with less; ASBSD's budget is leaner, dues are maintained, and yet more is being accomplished and offered.

I respectfully submit for your consideration my experience and leadership along with my passion for public service and a calling to 'simply help kids' by representing you on the ASBSD Board. Moreover, I am committed to see that ASBSD is working for you and for our students. I would welcome the privilege to be on the renewed ASBSD team.

Candidate Bio

Neil Putnam

Mitchell School District

School Board Experience

Twelve years of service on the Mitchell School Board, including one as President and one as Vice President; member of the Mitchell Technical Institute Advisory, Calendar, Family and Consumer Science Advisory and Teacher of the Year committees; Negotiation, NCLB, Curriculum Review and Mitchell High School Accreditation teams; committee member of the Mitchell Technical Vision 2020 task force; member of Sanborn Interactive Network board; eleven years on James Valley Special Education Co-op board, acting as President since 2003.

ASBSD Experience

Acting Past President; member of Executive Committee since 2009 and Board of Directors since 2006; member of Policy and Resolutions committee; served on ASB Protective Board of Directors and School Board of the Year selection committee; Gavel II certified; past presenter at ASBSD-SASD convention; attended ASBSD-SASD conventions, Delegate Assembly, Collective Bargaining seminars, School Law seminars, Leadership Workshops and President's Institute.

State, Regional and National Leadership Experience

Elected to National School Board Association's Board of Directors; nominated by Western Region to serve on NSBA Board of Directors; ASBSD Delegate for NSBA Federal Relations Network; served as SD Delegate for NSBA Delegate Assembly; presented at NSBA National Conference; attended NSBA Western Region Delegate Assembly; member of NSBA Policy and Resolutions and Western Region Nominating committees; served on SD Local Teacher Reward advisory committee; member of American Planning Association; served on Board of Directors of Western Central Chapter (MT, ND, SD and WY) of American Planning Association from 2005-11, including two terms as Vice President; Current President (2009) and former Secretary/Treasurer (2000-08) of South Dakota Planners Association; served as District Chairman for SD Association of Assessing Officers; member of Impact Fees Task Force for SDML and SD Home Builders Association and for two years on the planning committee for the South Dakota Planners Association/Western Planners Resources Conferences.

Civic Experience

Past President of Mitchell Chamber of Commerce; Member of Mitchell Chamber of Commerce Government Affairs Committee, Mitchell Main Street and Beyond Economic Restructuring Committee, Mitchell Focus 2020 Community Strategic Planning Initiative and Mitchell Home Builders Association; Mitchell representative on District III committee; Ex-Officio member of Mitchell Historical Preservation commission; Past Chairman of Mitchell Kids Voting Program; Served on Mitchell Advisory Council for People with Disabilities.

Occupation

City Planner, Mitchell, SD.

Educational Background

Pollock High School, Pollock, SD; Northern State University, Aberdeen, SD B.S. majors Political Science/Sociology minor History.

Professional Experience

Served as a U.S. Congressional Staff Member, Deputy County Auditor and County Director of Equalization.



Southeastern Region

Enrollment: 1,400-9,999

4-year term

Why Kathryn is interested:

I have been an active participant in the professional development and informational opportunities from ASBSD since becoming a local school board member in 2009. Attending the seminars, classes and educational events through ASBSD gave me the professional development and confidence to lead my district. My goal to be a member of the ASBSD Board of Directors stems from my personal desire to pursue avenues to continue learning and making a difference in education. Public education is the one great equalizer in society. I believe all children should have an opportunity to learn and become productive citizens to the best of their ability. From my personal experience, I know that upward mobility is directly tied to continually educating oneself. My education, community involvement, and passion to support our public education will be beneficial in being an integral part of the ASBSD Board.

Candidate Bio

Kathryn Greenway

Yankton School District

School Board Experience

Four years of service on the Yankton School Board, including one as President and one as Vice President; member of Personnel, Health Insurance Review and Curriculum committees; served on Finance Committee.

ASBSD Experience

Received GAVEL I Certification Award; completed GAVEL I School Board Governance, Strategic Planning and Fiscal Responsibility; attended ASBSD Delegate Assembly, Regional Meetings, Board Presidents' Institute, School Law Seminar, School Board Leadership Conferences, K-12 Education Policy Summit and ASBSD-SASD Join Convention.

Stat, Regional and National Leadership Experience

Served as Past President, Vice President, Treasurer and as member of the Board of Directors for Interchange, Inc.; Current President and Board Member for Ability Building Services, Inc.; served as Past President and Vice President for Yankton High School Supporters; serves as Secretary of Yankton Middle School PTA; member of Lincoln Elementary PTA.

Civic Experience

Board of Directors for Yankton Chamber of Commerce; member of Avera Sacred Heart Finance committee, Yankton Historical Society's Mead Building Restoration Fund Raising committee and Leadership Yankton I & II groups; Creator and Past President of Women Community Leaders group; Loaned Executive for United Way Campaign; Special Olympics Volunteer/Local Coordinator for State Special Olympic Events; St. John's Lutheran Church Confirmation Leader, Finance Committee Leader and Audit Committee Leader; served as Yankton Legislative Day Representative; Coach with Yankton Soccer Association; participated in Yankton area legislature activities; gave periodic speeches to local community groups; a community blood donor.

Occupation

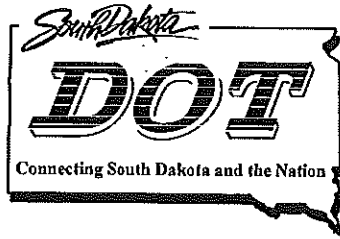
Certified Financial Planner, VP & Branch Office Manager First Dakota Brokerage Services, Inc.

Educational Background

Kaplan University, Certificate Financial Planning; Southeast Technical Institute, Graduate Data Processing, Graduate Surgical Technology; American Institute of Banking, Bank Operations Diploma and General Banking Diploma.

Professional Experience

Current Branch Office Manager for First Dakota Brokerage Services, Inc.; Holds Series 6, 7, 9, 10, 63 and 65 licenses from Financial Industry Regulatory Authority; Holds insurance licenses in South Dakota and Nebraska; Over 20 years of banking and finance experience.



R-2

Department of Transportation
Office of Project Development
700 E Broadway Avenue
Pierre, South Dakota 57501-2586 605/773-3268
FAX: 605/773-6608

December 3, 2012

Greg Reichenbreg, Chief of Police
City of Parkston
PO Box 490
Parkston, SD 57366

Re: Parkston Safe Routes to School – Project P SRTS(31) PCN 03X3

Dear Greg:

Attached is the Safe Routes to School (SRTS) Agreement for Round Four (5) Project P SRTS(31) PCN 03X3. Please obtain your city commission/board approval and the required signatures on the **three** original documents for the SRTS Agreement. Please note that on **Page 3, letter S** requires you to include a copy of the commission minutes giving the Mayor authority for signature of the agreement as **Exhibit C**. Once the City has signed the agreements and a copy of the minutes has been attached to each of the originals please forward the agreements to Parkston School District for signatures.

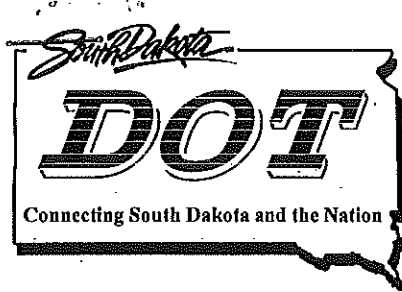
We will provide to you a copy of the retainer list, listing the Consulting/Engineering Firms that have been approved by the Department of Transportation for the City to pick off of to design the infrastructure part of the agreement. Do not enter into any contracts with the Consulting/Engineering Firm. The DOT will be responsible for the contract for the design of the project.

Once the Mayor and School Board President have signed the agreement, please return the **three** signed originals to the DOT. One fully executed original will be returned to both the City and School for your files.

If you have any questions, please give me a call at 605-773-6642.

Respectfully,

Marilyn Patterson
Interim SRTS Coordinator/Transportation Analyst



Page 2

Department of Transportation
Division of Planning/Engineering
Office of Project Development
700 E Broadway Avenue
Pierre, South Dakota 57501-2586 605/773-3268
FAX: 605/773-6608

May 18, 2012

Greg Reichenberg, Chief of Police
City of Parkston
Post Office Box 490
Parkston, SD 57366

Dear Mr. Reichenberg:

The Safe Routes to School Selection Committee met on May 8, 2012 and decided to provide Parkston with \$3,825.00 for the non-infrastructure component of your application, and \$127,980.00 for the infrastructure component. The total Safe Routes to School funding is \$131,805.00.

Enclosed is a spreadsheet that provides details of the committee's funding allocation. You will note that the committee chose not to fund the refurbished Bicycle Safety Simulator, Ipod Nano W/ Nike+Fitness, Nike + Ipod Sport Kit, Heart Rate Transmitter for Nike +, they reduced the number of bikes for both large and small from 20 each to 10 each.

The committee approved project will be added to the Department's 2013-17 Statewide Transportation Improvement Program (STIP). The STIP will become effective on October 1, 2012. After this date, the Department will be providing agreements for execution to the City of Parkston and the Parkston School District. The Department will then work with the City of Parkston to select a consulting engineering company. The Department will execute a work order for the design of the infrastructure project. Once a final design has been approved the Department will let the project.

The non-infrastructure part of the project can begin after the Parkston School District has signed the agreement and the Department has issued the notice to proceed.

Congratulations on the selection of your project. If you have any comments or questions please feel free to contact me at 605-773-6642.

Respectfully,

Marilyn Patterson
Interim Safe Routes to School Coordinator

Parkston							
Committee Recommendation	Quantity	Unit	Unit Price	Requested SRTS Funds	Leveraged Funds	Value of Donated Services	Total Cost
Non-Infrastructure							
Education							
Bicycle Rodeo Cost	2	Each	\$200.00	\$400.00			\$400.00
Instruction costs for cardio program	2	Each	\$150.00	\$300.00			\$300.00
Total for Education				\$700	\$0	\$0	\$700.00
Encouragement							
Bicycle (Large)	10	Each	\$100.00	\$1,000.00			\$1,000.00
Bicycle (Small)	10	Each	\$100.00	\$1,000.00			\$1,000.00
Helmets	75	Each	\$15.00	\$1,125.00			\$1,125.00
Total For Encouragement				\$3,125.00	\$0.00	\$0.00	\$3,125.00
Enforcement							
Total For Enforcement				\$0.00	\$0.00	\$0.00	\$0.00
Evaluation							
Data Collection, input, and reporting	40	Hours	\$25.00		\$1,000		\$1,000.00
Total for Evaluation				\$0.00	\$1,000.00	\$0.00	\$1,000.00
Other costs (postage)				\$0.00			\$0.00
Total Non-Infrastructure				\$3,825.00	\$1,000.00	\$0.00	\$4,825.00

Parkston

Committee Recommendation	Quantity	Unit	Unit Price	Requested SRTS Funds	Leveraged Funds	Value of Donated Services	Total Cost
Infrastructure							
Mobilization	1	Lump sum	\$5,000.00	\$5,000.00			\$5,000.00
Topsoil	1	Lump sum	\$1,000.00	\$1,000.00			\$1,000.00
Remove Sidewalk	13,185	Square Feet	\$1.00	\$13,185.00			\$13,185.00
Remove Fillet Section	15	Each	\$100.00	\$1,500.00			\$1,500.00
Remove Trees	9	Each	\$750.00	\$6,750.00			\$6,750.00
Install Fillet Section/Curb Ramp	15	Each	\$850.00	\$12,750.00			\$12,750.00
Install Sidewalk (4")	13,430	Square Feet	\$5.50	\$73,865.00			\$73,865.00
Install sidewalk (6")	1,220	Square Feet	\$6.50	\$7,930.00			\$7,930.00
Install warning panels	15	Each	\$350.00	\$5,250.00			\$5,250.00
Crosswalk Painting	3	Each	\$250.00	\$750.00			\$750.00
Total Infrastructure				\$127,980.00	\$0.00	\$0.00	\$127,980.00
Total Infrastructure and Non-Infrastructure				\$131,805.00	\$1,000.00	\$0.00	\$132,805.00
Percent Infrastructure	96.37%						
Percent Non-Infrastructure	3.63%						

7-20

STATE OF SOUTH DAKOTA
DEPARTMENT OF TRANSPORTATION
SAFE ROUTES TO SCHOOL AGREEMENT

THIS AGREEMENT is made by and between the State of South Dakota, acting by and through its Department of Transportation, referred to in this Agreement as the "STATE," and the City of Parkston, South Dakota, referred to in this Agreement as the "CITY," and Parkston School District 33-3 in Hutchinson County, South Dakota, referred to in this Agreement as the "SCHOOL DISTRICT."

BACKGROUND:

1. The STATE has determined that SRTS project number P SRTS(31) PCN 03X3 in the City of Parkston, South Dakota, referred to in this Agreement as the "Project," is eligible for funding under the Safe Routes to School Program (SRTS), created by the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU);
2. The CITY and the SCHOOL DISTRICT have jointly submitted an application to sponsor the Project, which the STATE has accepted. A copy of the application is made part of this Agreement by reference;
3. The Project is eligible for Federal Highway funding in the following amounts: One Hundred Twenty-seven Thousand, Nine Hundred Eighty Dollars (\$127,980.00) in infrastructure funding, and Three Thousand, Eight Hundred Twenty-five Dollars (\$3,825.00) in non-infrastructure funding;
4. Prior to bid letting advertisement and upon receiving the final plans, if the STATE, in its sole discretion, estimates the amount of the infrastructure portion of the Project (the STATE'S estimated amount) will be more than the eligible amount of infrastructure funding set out above in Background paragraph 3, the STATE will not pursue Federal Highway construction authorization for the Project until either: a) the plans are revised to reduce infrastructure costs to a level at or below the eligible amount of infrastructure funding, or, b) the CITY or the SCHOOL DISTRICT agree in writing to fund the difference between the STATE'S estimated amount and the eligible amount of infrastructure funding; and,
5. Once the Project has been let and the contract is awarded to the successful low bidder, if the cost of the infrastructure portion of the Project, as bid, exceeds the STATE'S estimated amount, as-bid costs that exceed the STATE'S estimated amount will be eligible for Federal Highway funding and will be paid by the STATE.

NOW, THEREFORE, in consideration of the mutual promises contained in this Agreement, the parties agree as follows:

I. THE STATE'S DUTIES AND RESPONSIBILITIES:

- A. The STATE will develop the Scope of Services for the design of the Project and will issue the work order for the consulting firm the CITY selects off of the STATE consultant retainer list to design the Project.
- B. The STATE will advertise, let to contract, award, and be the contracting party for the infrastructure items of the Project, as detailed in the attached Exhibit A.
- C. The STATE will, within thirty (30) days of receipt and approval of properly documented invoices, pay the CITY, less ten percent (10%) retainage, the reimbursable costs for the CITY'S non-infrastructure items, as found eligible for payment by STATE review. Within one (1) year following completion of the Project, the CITY will provide to the STATE one (1) final and complete billing of any additional reimbursable non-infrastructure costs incurred by the CITY. Subject to the provisions of this Agreement, the STATE will pay the CITY the costs of the CITY'S non-infrastructure items as found eligible for payment by review performed by the STATE after the Project is deemed final and accepted by the STATE. The STATE will also at this time reimburse the CITY the retainage found eligible for payment by the STATE.
- D. The STATE will, within thirty (30) days of receipt and approval of properly documented invoices, pay to the SCHOOL DISTRICT, less ten percent (10%) retainage, the reimbursable costs for the SCHOOL DISTRICT'S non-infrastructure items, as found eligible for payment by STATE review. Within one (1) year following completion of the Project, the SCHOOL DISTRICT will provide to the STATE one (1) final and complete billing of any additional reimbursable non-infrastructure costs incurred by the SCHOOL DISTRICT, and the ten percent (10%) retainage. Subject to provisions of this Agreement, the STATE will pay the SCHOOL DISTRICT the costs of the SCHOOL DISTRICT'S non-infrastructure items as found eligible for payment by review performed by the STATE after the Project is deemed final and accepted by the STATE. The STATE will also at this time reimburse the SCHOOL DISTRICT the retainage found eligible for payment by the STATE.

RDS

- E. The STATE will use the STATE'S best efforts to obtain Federal Highway Administration authorization of the Project.
- F. The STATE will issue a Notice to Proceed letter to the CITY and the SCHOOL DISTRICT following full execution of this Agreement and receipt of federal authorization of the Project.

II. THE CITY'S DUTIES AND RESPONSIBILITIES:

- A. The CITY will concur with the design of the Project to ensure the design meets the CITY'S needs.
- B. The CITY will maintain the infrastructure items of the Project, once these items are completed. The required maintenance will include maintenance of all Project elements, including, but not limited to maintenance and replacement of sidewalks, curb ramps, and detectable warnings, in accordance with the Americans with Disabilities Act; and winter snow and ice removal in accordance with the CITY'S policy and practices.
- C. The CITY will make no operational adjustments without prior written approval from the STATE and Federal Highway Administration.
- D. If the CITY defaults under this Agreement, the CITY will reimburse the STATE and the Federal Highway Trust Fund the amount of all funds expended under the Project for the CITY'S non-infrastructure Project items.
- E. The CITY may invoice the STATE for incurred non-infrastructure costs on a monthly basis.
- F. The CITY will certify each invoice as properly representing work that has been completed and paid for by the CITY.
- G. The CITY will indemnify the STATE, its officers, agents, and employees against any and all actions, suits, damages, liability, or other proceedings that arise as a result of the CITY'S performance under this Agreement. This section does not require the CITY to be responsible for or defend against claims or damages arising from errors or omissions of the STATE, its officers, agents, or employees.
- H. The CITY will make payments to the suppliers, and vendors, and seek reimbursement from the STATE.
- I. The CITY will obtain approval from the STATE before authorizing any changes to the Project work under the STATE approved Project plans and specifications.
- J. The CITY will comply with all federal, state, and local laws, together with all ordinances and regulations applicable to the work and will be solely responsible for obtaining current information on such requirements. The CITY will procure all licenses, permits, or other rights necessary for the fulfillment of their obligations under this Agreement. The CITY'S noncompliance with these requirements will be cause for the STATE to withhold participation and reimbursement.
- K. The CITY warrants that the CITY has not employed or retained any company or person, other than a bona fide employee working solely for the CITY, to solicit or secure this Agreement, and that the CITY has not paid or agreed to pay any company or person, other than a bona fide employee working solely for the CITY, any fee, commission, percentage, brokerage fee, gifts, or any other consideration, contingent upon or resulting from the award or making of this Agreement. For breach or violation of this warranty, the STATE will have the right to terminate this Agreement without liability, or, in the CITY'S discretion to deduct from this Agreement price or consideration, or otherwise recover, the full amount of such fee, commission, percentage, brokerage fee, gift, or contingent fee.
- L. The CITY will be bound by **Exhibit B**, entitled, "Standard Title VI Assurance," attached to and made a part of this Agreement by reference.
- M. The CITY will provide services in compliance with the Americans with Disabilities Act of 1990, and any amendments.
- N. All project charges will be subject to audit in accordance with the STATE'S current procedures and U. S. Office of Management and Budget (OMB) Circular A-133. The CFDA Number for these funds is 20.205. Allowable costs will be determined in accordance with 49 CFR 18.22.

The CITY will maintain accurate cost accounting systems for all costs incurred under this Agreement and clearly identified with activities performed under this Agreement.

Upon reasonable notice, the CITY will allow the STATE, through any authorized representative to have access to and the right to examine and copy all records, books, papers, or documents related to services

rendered under this Agreement. The CITY will keep these records clearly identified and readily accessible for a period of three (3) years after the date final payment under this Agreement is made and all other pending matters are closed.

If the CITY expends \$500,000 or more in federal funds during any CITY fiscal year covered, in whole or in part, under this Agreement, then the CITY will be subject to the single agency audit requirements of the US Office of Management and Budget (OMB) Circular A-133. If the CITY expends less than \$500,000 during any CITY fiscal year, the STATE may perform a more limited program or performance audit related to the completion of Agreement objectives, the eligibility of services or costs and adherence to Agreement provisions.

- O. The CITY will report to the STATE any event encountered in the course of performance of this Agreement which results in injury to any person or property, or which may otherwise subject the CITY, the STATE, or the STATE'S officers, agents, or employees to liability. The CITY will report any such event to the STATE immediately upon discovery.

The CITY'S obligation under this section will only be to report the occurrence of any event to the STATE and to make any other report provided for by their duty or applicable law. The CITY'S obligation to report will not require disclosure of any information subject to privilege or confidentiality under law (such as attorney-client communications). Reporting to the STATE under this section will not excuse or satisfy any obligation of the CITY to report any event to law enforcement or other entities under the requirements of any applicable law.

- P. The CITY may not assign, sublet, or transfer this Agreement or any interest in this Agreement without the STATE'S written permission to do so.
- Q. The CITY certifies, by signing this Agreement, that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency.

- R. The CITY certifies, to the best of the CITY'S knowledge and belief, that: No Federal appropriated funds have been paid or will be paid, by or on behalf of the CITY, to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative Agreement, and the extension, continuation, renewal, amendment, or modification of a Federal contract, grant, loan, or cooperative Agreement. If any funds other than Federal appropriated funds have been paid or will be paid to any of the above mentioned parties, the CITY will complete and submit Standard Form LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

The CITY will require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontract, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients will certify and disclose accordingly. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification will be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

- S. The CITY has designated its Mayor as the CITY'S authorized representative and has empowered the Mayor with the authority to sign this Agreement on behalf of the CITY. A copy of the CITY'S Commission minutes or resolution authorizing the execution of this Agreement by the CITY'S authorized representative is attached to this Agreement as **Exhibit C**.

III. THE SCHOOL DISTRICT'S DUTIES AND RESPONSIBILITIES:

- A. The SCHOOL DISTRICT will manage all non-infrastructure activities of the Project as detailed in **Exhibit A**.
- B. The SCHOOL DISTRICT will submit invoices to the STATE for 100% (one-hundred percent) of the approved amounts paid for the SCHOOL DISTRICT'S non-infrastructure Project costs as set forth in the Application. The SCHOOL DISTRICT will be 100% (one hundred percent) responsible for any costs above the approved amounts. The SCHOOL DISTRICT will include sufficient information in each invoice to show details of work completed consistent with the Scope of Work as defined in **Exhibit A**. The SCHOOL DISTRICT will certify that the invoices properly represent payment for work that has been completed and paid for by the SCHOOL DISTRICT. The STATE will withhold 10% (ten percent) of the total cost until the Project has been approved by the STATE and all surveys have been completed as required.

- C. If the SCHOOL DISTRICT defaults under this Agreement, the SCHOOL DISTRICT will be required to reimburse the STATE and the Federal Highway Trust Fund for all funds expended under the Project for the SCHOOL DISTRICT'S non-infrastructure Project costs.
- D. The SCHOOL DISTRICT may invoice the STATE for incurred costs on a monthly basis.
- E. The SCHOOL DISTRICT will indemnify the STATE, its officers, agents, and employees against any and all actions, suits, damages, liability, or other proceedings that arise as a result of the SCHOOL DISTRICT'S performance under this Agreement. This section does not require the SCHOOL DISTRICT to be responsible for or defend against claims or damages arising from errors or omissions of the STATE, its officers, agents, or employees.
- F. The SCHOOL DISTRICT will make payments to the suppliers, and vendors, and seek reimbursement from the STATE.
- G. The SCHOOL DISTRICT will obtain approval from the STATE before authorizing any changes to the Project work under the STATE approved Project plans and specifications.
- H. The SCHOOL DISTRICT will comply with all federal, state, and local laws, together with all ordinances and regulations applicable to the work and will be solely responsible for obtaining current information on such requirements. The SCHOOL DISTRICT will procure all licenses, permits, or other rights necessary for the fulfillment of their obligations under this Agreement. The SCHOOL DISTRICT'S noncompliance with these requirements will be cause for the STATE to withhold participation and reimbursement.
- I. The SCHOOL DISTRICT warrants that the SCHOOL DISTRICT has not employed or retained any company or person, other than a bona fide employee working solely for the SCHOOL DISTRICT, to solicit or secure this Agreement, and that the SCHOOL DISTRICT has not paid or agreed to pay any company or person, other than a bona fide employee working solely for the SCHOOL DISTRICT, any fee, commission, percentage, brokerage fee, gifts, or any other consideration, contingent upon or resulting from the award or making of this Agreement. For breach or violation of this warranty, the STATE will have the right to terminate this Agreement without liability, or, in the SCHOOL DISTRICT'S discretion to deduct from this Agreement price or consideration, or otherwise recover, the full amount of such fee, commission, percentage, brokerage fee, gift, or contingent fee.
- J. The SCHOOL DISTRICT is bound by **Exhibit B**, entitled, "Standard Title VI Assurance," attached to and made a part of this Agreement by reference.
- K. The SCHOOL DISTRICT will provide services in compliance with the Americans with Disabilities Act of 1990, and any amendments.
- L. All project charges will be subject to audit in accordance with the STATE'S current procedures and U. S. Office of Management and Budget (OMB) Circular A-133. The CFDA Number for these funds is 20.205. Allowable costs will be determined in accordance with 49 CFR 18.22.

The SCHOOL DISTRICT will maintain accurate cost accounting systems for all costs incurred under this Agreement and clearly identified with activities performed under this Agreement.

Upon reasonable notice, the SCHOOL DISTRICT will allow the STATE, through any authorized representative to have access to and the right to examine and copy all records, books, papers, or documents related to services rendered under this Agreement. The SCHOOL DISTRICT will keep these records clearly identified and readily accessible for a period of three (3) years after the date final payment under this Agreement is made and all other pending matters are closed.

If the SCHOOL DISTRICT expends \$500,000 or more in federal funds during any SCHOOL DISTRICT fiscal year covered, in whole or in part, under this Agreement, then the SCHOOL DISTRICT will be subject to the single agency audit requirements of the US Office of Management and Budget (OMB) Circular A-133. If the SCHOOL DISTRICT expends less than \$500,000 during any SCHOOL DISTRICT fiscal year, the STATE may perform a more limited program or performance audit related to the completion of Agreement objectives, the eligibility of services or costs and adherence to Agreement provisions.

- M. The SCHOOL DISTRICT will report to the STATE any event encountered in the course of performance of this Agreement which results in injury to any person or property, or which may otherwise subject the SCHOOL DISTRICT, the STATE, or the STATE'S officers, agents, or employees to liability. The SCHOOL DISTRICT will report any such event to the STATE immediately upon discovery.

The SCHOOL DISTRICT'S obligation under this section will only be to report the occurrence of any event to the STATE and to make any other report provided for by their duty or applicable law. The SCHOOL DISTRICT'S obligation to report will not require disclosure of any information subject to privilege or confidentiality under law (such as attorney-client communications). Reporting to the STATE under this section will not excuse or satisfy any obligation of the SCHOOL DISTRICT to report any event to law enforcement or other entities under the requirements of any applicable law.

- N. The SCHOOL DISTRICT may not assign, sublet, or transfer this Agreement or any interest in this Agreement without the STATE'S written permission to do so.
- O. The SCHOOL DISTRICT certifies, by signing this Agreement, that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency.
- P. The SCHOOL DISTRICT certifies, to the best of the SCHOOL DISTRICT'S knowledge and belief, that: No Federal appropriated funds have been paid or will be paid, by or on behalf of the CITY or the SCHOOL DISTRICT, to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative Agreement, and the extension, continuation, renewal, amendment, or modification of a Federal contract, grant, loan, or cooperative Agreement. If any funds other than Federal appropriated funds have been paid or will be paid to any of the above mentioned parties, the SCHOOL DISTRICT will complete and submit Standard Form LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

The SCHOOL DISTRICT will require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontract, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients will certify and disclose accordingly. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification will be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

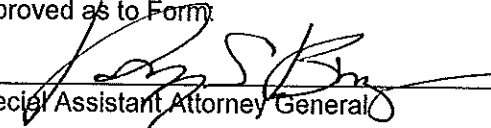
- Q. The SCHOOL DISTRICT has designated its School Board President as the SCHOOL DISTRICT'S authorized representative and has empowered the School Board President with the authority to sign this Agreement on behalf of the SCHOOL DISTRICT. A copy of the SCHOOL DISTRICT'S School Board Meeting minutes or resolution authorizing the execution of this Agreement by the SCHOOL DISTRICT'S authorized representative is attached to this Agreement as **Exhibit D**.

IV. THE PARTIES FURTHER UNDERSTAND AND MUTUALLY AGREE AS FOLLOWS:

- A. Neither the STATE nor the Federal Highway Administration will be responsible for any expenses or costs incurred by the CITY or the SCHOOL DISTRICT under this Agreement prior to the date of the STATE'S written Notice to Proceed.
- B. The maximum amount of funds available for the non-infrastructure Project for reimbursement under this Agreement from the STATE is Three Thousand, Eight Hundred Twenty-five Dollars (~~\$3,825.00~~). Neither the STATE nor the Federal Highway Administration will be responsible for any expenses or costs incurred by the CITY or the SCHOOL DISTRICT under this Agreement in excess of the above amount, without the STATE'S prior approval.
- C. This Agreement depends upon the continued availability of appropriated funds and expenditure authority from the Legislature for this purpose. If for any reason the Legislature fails to appropriate funds or grant expenditure authority, or funds become unavailable by operation of law or federal funds reductions, this Agreement may be terminated by the STATE. Termination for any of these reasons is not a default by the STATE nor does it give rise to a claim against the STATE.
- D. If any court of competent jurisdiction holds any provision of this Agreement unenforceable or invalid, such holding will not invalidate or render unenforceable any other provision of this Agreement.
- E. All other prior discussions, communications, and representations concerning the subject matter of this Agreement are superseded by the terms of this Agreement, and, except as specifically provided in this Agreement, this Agreement constitutes the entire Agreement with respect to the subject matter.

- F. The STATE may terminate this Agreement with or without cause. If the CITY or the SCHOOL DISTRICT breaches any of the terms or conditions of this Agreement, the STATE may terminate this Agreement at any time with or without notice. If the STATE terminates this Agreement for such a default, the STATE may adjust any payment due to the CITY or the SCHOOL DISTRICT at the time of termination to cover any additional costs to the STATE due to the CITY'S or the SCHOOL DISTRICT'S default. If after the STATE terminates for a default by the CITY or the SCHOOL DISTRICT it is determined the CITY and the SCHOOL DISTRICT were not at fault, then the CITY and the SCHOOL DISTRICT will be paid for eligible services rendered and expenses incurred up to the date of termination.
- G. If the STATE terminates this Agreement for fault on the part of the CITY or the SCHOOL DISTRICT, the STATE will be entitled to recover payments made to the CITY and the SCHOOL DISTRICT.
- H. This Agreement will be governed by and construed in accordance with the laws of the State of South Dakota. Any lawsuit pertaining to or affecting this Agreement will be venued in Circuit Court, Sixth Judicial Circuit, Hughes County, South Dakota.
- I. This Agreement may not be amended, except in writing, which writing will be expressly identified as a part of this Agreement, and be signed by an authorized representative of each of the parties.
- J. Any dispute between the parties concerning this Agreement will be referred to the Secretary of the South Dakota Department of Transportation or duly authorized representative for determination, whose decision in the matter will be final and conclusive on the parties to this Agreement.

The CITY, the SCHOOL DISTRICT, and the STATE, by signing this Agreement, evidence authority to enter into this Agreement through formal action of their governing bodies.

City of Parkston, South Dakota	State of South Dakota Department of Transportation
By: _____	By: _____
Its: Mayor	Its: Project Development Engineer
Date: _____	Date: _____
Attest:	Approved as to Form:
_____	
City Auditor/Clerk	Special Assistant Attorney General

(City Seal)

Parkston School District 33-3
of Hutchinson County, South Dakota

By: _____

Its: School Board President

Date: _____

Attest:

By: _____

Its: Business Manager

PARKSTON EXHIBIT A			
	Requested SRTS Funds	Leveraged Funds	
			Total Cost
Non-Infrastructure			
Education			\$700.00
Encouragement			\$3,125.00
Enforcement			\$0
Evaluation		\$1,000.00	\$1,000.00
Total Non-Infrastructure	\$3,825.00	\$1,000.00	\$4,825.00
Infrastructure			
Mobilization	\$5,000.00		\$5,000.00
Topsoil	\$1,000.00		\$1,000.00
Remove Sidewalk	\$13,185.00		\$13,185.00
Remove Fillet Section	\$1,500.00		\$1,500.00
Remove Trees	\$6,750.00		\$6,750.00
Install Fillet Section/Curb Ramp	\$12,750.00		\$12,750.00
Install Sidewalk (4")	\$73,865.00		\$73,865.00
Install sidewalk (6")	\$7,930.00		\$7,930.00
Install warning panels	\$5,250.00		\$5,250.00
Crosswalk Painting	\$750.00		\$750.00
Total Infrastructure	\$127,980.00	\$0.00	\$127,980.00
	\$131,805.00	\$1,000.00	\$132,805.00

EXHIBIT B

STATE OF SOUTH DAKOTA
DEPARTMENT OF TRANSPORTATION
STANDARD TITLE VI ASSURANCE
SEPTEMBER 1, 1997

TITLE VI - NONDISCRIMINATION:

During the performance of this Agreement, the CITY and the SCHOOL DISTRICT, for themselves, their assignees, and successors in interest (collectively referred to as the "PARTIES") agree as follows:

1. Compliance with Regulations: The PARTIES will comply with the Regulations relative to nondiscrimination in Federally or State assisted programs of the Department of Transportation, Title 49, Code of Federal Regulations, Part 21, as it may be amended from time to time (hereinafter referred to as the "Regulations"), which are herein incorporated by reference and made a part of this Agreement.
2. Nondiscrimination: The PARTIES, with regard to the work performed by the PARTIES during the Agreement, will not discriminate on the grounds of race, religion, color, sex, age, disability, or national origin in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The PARTIES will not participate either directly or indirectly in the discrimination prohibited by Section 21.5 of the Regulations, including employment practices when the contract covers a program set forth in Appendix B of the Regulations.
3. Solicitations for Subcontracts, Including Procurements of Materials and Equipment: In all solicitations either by competitive bidding or negotiation made by the PARTIES for work to be performed under a subcontract, including procurements of materials or leases of equipment, each potential subcontractor or supplier will be notified by the PARTIES of the PARTIES' obligations under this Agreement and the Regulations relative to nondiscrimination on the grounds of race, religion, color, sex, age, disability, or national origin.
4. Information and Reports: The PARTIES will provide all information and reports required by the Regulations, or directives issued pursuant thereto, and will permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the Department of Transportation or the Federal Highway Administration to be pertinent to ascertain compliance with such regulations or directives. Where any information required of the PARTIES is in the exclusive possession of another who fails or refuses to furnish this information, the PARTIES will so certify to the Department of Transportation, or the Federal Highway Administration as appropriate, and will set forth what efforts were made to obtain the information.
5. Sanctions for Noncompliance: In the event of the PARTIES' noncompliance with the non-discrimination provisions of this Agreement, the Department of Transportation will impose such contract sanctions as it or the Federal Highway Administration may determine to be appropriate, including but not limited to:
 - a. Withholding of payments to the PARTIES under the Agreement until the PARTIES comply, and/or,
 - b. Cancellation, termination, or suspension of the Agreement, in whole or in part.
6. Incorporation of Provisions: The PARTIES will include the provisions of paragraphs (1) through (5) in every subcontract, including procurements of materials and leases of equipment, unless exempt by the Regulations, or directives issued pursuant thereto. The PARTIES will take such action with respect to any subcontract or procurement as the Department of Transportation or the Federal Highway Administration may direct as a means of enforcing such provisions including sanctions for non-compliance: Provided, however, that in the event the PARTIES become involved in, or is threatened with, litigation with a subcontractor or supplier as a result of such direction, the PARTIES may request the Department of Transportation to enter into such litigation to protect the interests of the State of South Dakota, and, in addition, the PARTIES may request the United States to enter into such litigation to protect the interests of the United States.

NEW CONSTRUCTION: 700 SERIES

The policies and regulations in this series are to help you in your building expansion and modernization efforts. From the early estimating of needs to the final acceptance of the completed project, our Index will enable to keep the needed policies and regulations at your fingertips.

TABLE OF CONTENTS

NEW CONSTRUCTION: 700 SERIES

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General Policy Statement

Providing for proper school plant facilities is a major responsibility of the Board and the district administration. The design of the school plant, adequacy of space and flexibility of use, all combine to affect the instructional program.

Since school construction is costly and buildings, when constructed, become a permanent part of the community to be used by large numbers of people, great care must be taken to be sure that the facilities will be appropriately designed for best use both now and in the future.

Determining Needs

The significance of providing school facilities that enhance the district's educational program is recognized by the Board. To assure a comprehensive approach to projecting and planning needs, at least the following aspects of need will be considered.

1. The expanding and changing educational program of the district.
2. Relations with the total community and projected developments in those relationships over the years. .
3. Plant and site aesthetics as they affect the education of pupils and the feelings of people about their schools.
4. The changing make-up of our population as to age distribution, educational levels and the like.
5. Community planning and zoning.
6. The financial ability of the school district.
7. The safety and welfare of pupils.
8. The relationship between the projected new facilities and those already in existence.
9. True economy reflecting full value for each tax dollar expended.

The superintendent is directed to establish such administration arrangements as he/she may consider necessary to determine such needs. In so doing, he/she may draw upon a wide range of resources, including the area utility, commercial, industrial, and governmental entities, as well as the district staff and educational consultants.

Evaluating Existing Buildings

All existing school facilities will be evaluated periodically for their spatial, thermal, visual, sonic, and aesthetic requirements in terms of the desired educational programming.

In addition to the inspections provided by other district personnel, planning for major rehabilitation and remodeling will be incorporated in the school facilities master plan on a scheduled basis.

Developing Educational Specifications

To insure that facilities being planned have a design suited to implementing the educational program, the superintendent will provide for the establishment of educational specifications that will apply in the planning and building of school facilities.

The educational specifications will include at least the following:

1. Description of the pupils to be housed (eg. age level, level of intelligence, physical normality or abnormality).
2. The kinds of educational activities to be carried on (eg. vocational, heavy emphasis on technology or science or rehabilitation.).
3. The kinds of furniture and equipment quantities needed.
4. The relationships among areas of plant and site (eg. band room and library; playing fields and locker rooms; front office and general school control).
5. Special site considerations of aesthetics, traffic patterns, cooperative community use and the like.
6. Any other kind of unique information that will give guidance to an architect.

Developing Educational Specifications (continued)

Educational specifications are written after consultation and study with committees of teachers, administrators, consultants, maintenance technicians, and citizens. Upon completion, specifications are reviewed by the faculty members affected by the specifications, presented to the Board, and then presented to the architect.

Generally, the content of a set of educational specifications would include all or part of the following items:

- I. A statement of the educational philosophy as it pertains to the specific construction project.
- II. Community and school characteristics:
 - A. The plan of organization and expected enrollments of the school:
 1. Grade levels
 2. Maximum expected enrollments, with trends and projections, if necessary.
 - B. The construction plan for this facility:
 1. An addition, complete unit, expandable unit, or a phased program leading to a complete facility.
 - C. Special services to be provided:
 1. Guidance programs
 2. Social worker's programs
 3. Provisions for exceptional children
 4. Others
 - D. Special provisions for community use:
 1. Cooperative park/school arrangement
 2. Parent/Teacher Associations
 3. Community athletic programs
 4. Civil Defense
 - E. The extent to which the adult educational program will use this facility. Provisions to be made to implement this program.
 - F. The extent to which the stridence will be transported and the facilities required to handle this service adequately.
 - G. Cafeteria services to be provided and the maximum number likely to be served.
 - H. The policy regarding multiple use of space.
 - I. Other pertinent data relating to the project.

Developing Educational Specifications (continued)

III. Site Characteristics

A. Site considerations to be made for this project.

1. Site size and location defined
2. Recommended building orientation
 - a. Service drives
 - b. Parking requirements for staff, students and public
 - c. Sidewalk and other approaches
 - d. Outside lighting

IV. Requirements of the physical plant:

A. Instructional spaces required:

1. The elementary school: Each space to be described by:
 - a. Number of spaces required
 - b. Floor area needed
 - c. Location in respect to other facilities
 - d. Activities requiring special type of construction
2. The secondary school: A statement of instructional purpose is to precede the description of each specialized area. Each classroom space is identified by:
 - a. Number of spaces required
 - b. Floor area needed
 - c. Location in respect to other facilities
 - d. Special construction requirements for certain facilities (soundproofing, additional ventilation, etc.)

B. Non-instructional spaces required (elementary and secondary)

1. Each space to be identified
2. Number of facilities required
3. Floor area requirements

C. Orientation of spaces

1. Relationship between instructional and non-instructional spaces
2. Relationship of spaces to site
3. Inter-relationships between instructional areas

D. Environmental controls

1. Lighting quantity and quality
2. Acoustical properties and noise control
3. Aesthetic qualities interior and exterior
4. Heating and/or cooling
5. Ventilation
6. Properties of floor, wall, and ceiling finishes
7. Color-in certain instances
8. Safety requirements

V. Additional information or comments necessary to further interpret the educational program into an efficient school building

Using Educational Consultants

The Board recognizes the complexities of providing physical facilities in a rapidly growing community. This responsibility is complicated by the demands for change made by a dynamic educational program.

Consultants and other appropriate resource personnel from state agencies, colleges, universities, planning laboratories, and consulting firms may be used to augment school system personnel when needed and authorized by the Board of Education.

Administration of Individual Projects

Planning Checklist for the Development of Individual Projects

1. Determine educational philosophy.
2. Determine educational program.
3. Identify facility needs.
4. Assign priority to each need by school and by total school district.
5. List priority needs.
6. Visit school and determine extent of work listed.
7. Meet with architect, principals and others at school.
8. Program:
 - a. Site
 - b. Budget
 - c. Spaces
 - d. Equipment
9. Have staff revise educational specifications.
10. Review revised educational specifications with superintendent and consultants.
11. Make progress report to area supervisors.
12. Examine preliminary drawings.
13. Let principal and consultants review preliminary drawings.
14. Revise preliminary drawings.
15. Have preliminary drawings reviewed by:
 - a. State education department and/or state fire marshal
 - b. City Fire marshal
 - c. School Board representative (informal)
 - d. School Board (formal)
16. Revise educational specifications to emerging plan.
17. Make progress reports to area supervisors.
18. Have working drawing developed.
19. Review working drawings.
20. Revise working drawings.
21. Have working drawings reviewed by:
 - a. State Department and/or state fire marshal
 - b. City Fire Marshal
 - c. Fire underwriters
 - d. School Board representative (informal)
22. Obtains approval by School Board (formal).
23. Have detailed drawings developed.
24. Review and revise detailed drawings.
25. Obtain state department approval (formal).

Administration of Individual Projects (continued)

26. Prepare contract.
27. Put contract out for bids.
28. Receive bids.
29. Award bids.
30. Start work or break ground.
31. Work:
 - a. 1/4 complete
 - b. 1/2 complete
 - c. 3/4 complete
 - d. complete
32. Make preliminary inspection.
33. Occupy project.
34. Hold dedication.
35. Make final inspection.
36. Accept construction (formal action by school board).

Services of School Attorney

The services of the school attorney shall be available for legal counseling on matters pertaining to site acquisition, easements, dedications, contracts, contract payments, liens or claims, and such other matters as may arise.

1. The School Board attorney shall review:
 - a. Land purchase contracts
 - b. Construction contracts
 - c. Easements and/or permits for utilities
 - d. Titles and deeds for educated sites
 - e. The need for new legislation relative to special land use
2. The attorney shall prepare:
 - a. titles and deeds
 - b. settlement documents for land transfer
 - c. condemnation documents for site and easement acquisition
 - d. liens and claims
 - e. deeds of dedication for rights of way
 - f. resolutions for Board approval involving easements, rights of way and land sales
3. The attorney shall provide legal representation during condemnation proceedings, suits involving construction contracts and payments.
4. The attorney shall coordinate settlement and condemnation payments for land and easement acquisition.

Selection of Architects and Engineers

Board established criteria for the selection of architects and engineers to be employed by the school district will be such as to assure a high degree of competency from employee professionals.

Selections of architects for each project will be made from a board approved, limited list, arrived at by applying the criteria referred to above.

The superintendent shall, through appropriate delegation, be responsible for:

1. Developing criteria applicable to the selection of architects and similar professionals for Board approval.
2. Recommending a limited list of architects and similar professionals to be approved by the Board.
3. Providing the pertinent information necessary to facilitate review and reappraisal of the limited list of architects and similar professionals.
4. Recommending specific architectural firms et al. for each project from the approved list.

If the Board elects to utilize the Design/Build concept, the Board will employ an architect to develop criteria for the project and a selection process for determining the successful contractor. By statute, that particular architect cannot become the architect for the successful contractor.

Fees: Architect

The payment of architectural fees shall follow such standards as are consistent with A. I. A. standards and/or good business practice.

Contract: Architect

A separate contract shall be signed for each project with the architect selected by the Board. The contract shall include statements outlining specific district requirements and procedures, which must be followed by the architect.

In the Design/Build process, a separate contract with each contractor will be required.

Detailed Drawings and Shop Drawings

In coordination with district administrators, the architect shall prepare detailed construction documents and specifications that will enable the project to be bid on the local market.

Equipment and furniture

Equipment and furniture lists shall be prepared for each construction project by the staff of the business department. These lists shall be made available to representatives of local and out-of-town supply houses.

Recording Names of Board Members, Administrators, Architects or Builders

A suitable plaque(s) identifying the project will identify all major building projects, year completed, the names of the Board members, superintendent, and architectural firm.

The prime contractor will be identified on the plaque, if the Design/Build process is used.