

Mission: Lifelong learners will be inspired and developed through effective teaching in a safe and caring environment.

Vision: Respect – Pride – Excellence for All



AGENDA
BOARD OF EDUCATION – REGULAR MEETING
Instructional Planning Center/Huron Arena
August 12, 2024
5:30 p.m.



1. **Call to Order**
2. **Roll Call**
3. **Pledge of Allegiance**
4. **Adoption of the Agenda**
5. **Dates to Remember**

August 12	On-line only Auction at Benmeyerauctions.com Final Day
August 13	Auction Loadouts
August 13-14	NEW Teacher Orientation Days
August 14	Freshman Orientation & HS Open House
August 15-16	Teacher In-Service
August 15	Elementary Open Houses
	BUCH-4:00-5:30pm / MAD-5:00-6:30pm / WASH-5:00-6:30pm
August 19	All Staff Required Meeting 9:15am-1:00pm @HHS Auditorium
August 19	Middle School Open House 5:30-6:30pm
August 20	First Day of School for Grades 1 – 12
August 20-21	City-Wide Early Childhood Screening 9:00am-3:00pm
August 20-23	Kindergarten Screening
August 26	First Day of School for Kindergartener & Early Childhood
August 26	Board of Education Meeting 5:30 p.m. – IPC
August 28	Early Release – State Fair
August 29-30	No School/South Dakota State Fair
September 2	Labor Day Holiday / South Dakota State Fair
September 9	Board of Education Meeting 5:30 p.m. – IPC
September 20	Homecoming – Early Release
September 23	Board of Education Meeting 5:30 p.m. – IPC
September 26	Middle School Parent/Teacher Conferences 3:30-6:45pm
September 30	High School Parent/Teacher Conferences 5:30-8:30pm
6. **Community Input on Items Not on the Agenda**
 - See Policy BFB – **Public Participation at Board Meetings** – for more information
7. **Conflict Disclosure and Consideration of Waivers** – The School Board will review the disclosures and determine if the transactions or the terms of the contracts are fair, reasonable, and not contrary to the public interest.
 - a)
8. **CONSENT AGENDA**

The superintendent recommends approval of the following:

 - a) **Approval and/or Corrections of Minutes of Previous Meetings**
 - b) **Approval and/or Corrections of the Financial Report**
 - c) **Consideration and Approval of the Bills**

d) Approval of New Hires to the District

Classified personnel, substitute teachers, classroom aides, Board Members and volunteers must be approved to be covered by our worker's compensation plan.

- 1) Lacy Culpepper/SPED Para-Educator – Madison - \$21.98 per hour
- 2) Sally Cerkoney/Substitute Teacher - \$160 per day/Substitute Para-Educator - \$21.58 per hour
- 3) Odilia Morales/On-Call Interpreter - \$26.92 per hour
- 4) Peggy Podhradsky/Volunteer, District
- 5) Samuel Carabantes/Custodian, Buchanan, Madison - \$52,182 per year
- 6) Brandon Bergquist/Custodian, Washington, Floater - \$52,182 per year
- 7) Angelica Moore/Para-Educator-Library Aide, Middle School - \$21.58 per hour
- 8) Matthey Tollefson/Route Driver, Transportation/\$35 per hour
- 9) Hillary Brondsema/Volunteer Assistant Girls Soccer Coach

e) Resignations for Board Approval

- 1) Jonathan Hart/SPED Para Educator, Middle School – 1 year
- 2) Amber Jacobs/SPED Para Educator, Madison – 2 years

f) Contracts for Board Approval

- 1) Quinn Reilly/Licensed OTA/\$37.60 per hour
- 2) Megan Mammenga/Licensed SLPA/\$37.48 per hour
- 3) Charlotte Carda/Revised Contract -7th Class Taught (one semester)/\$83,109 per year
- 4) Jennifer Fuchs/Revised Contract-7th Class Taught (one semester)/\$75,994 per year
- 5) Kira Bowkowski-Carabantes/Revised Contract-7th Class Taught/\$76,495 per year
- 6) Benjamin Halbkat/Revised Contract -7th Class Taught/\$79,949 per year
- 7) Craig Jones/Revised Contract -7th Class Taught/\$107,652 per year
- 8) Mackenzie Lavalley/Revised Contract -7th Class Taught/
+15 Hours, +\$2,500/\$69,849 per year
- 9) Jessica Rodacker/Revised Contract -7th Class Taught/\$71,012 per year
- 10) Sara Sonne/Revised Contract -7th Class Taught/\$75,151 per year
- 11) Wade Stobbs/Revised Contract -7th Class Taught/\$84,978 per year
- 12) Jerald Swenson/Revised Contract -7th Class Taught/\$88,155 per year
- 13) Laura Iverson/Revised Contract – 7th Class Taught/\$86,444 per year
- 14) Kathie Bostrom/Revised Contract - One Class Taught/\$92,793 per year
- 15) Sierra Tschetter/Huron Colony Teacher/\$29,458 per year (January start)

g) Chamber Request for Use of School District Bus

The Chamber & Visitors Bureau has submitted a request to the Huron Board of Education for use of a Huron Public Schools bus for city-wide transportation during the SD State Fair, August 29 – September 1, 2024. The bus will have a designated route from the fairgrounds to the mall and around town. It would run every day of the fair with pre-determined designated hours. The Chamber will provide proof of insurance as well as driver's fee and fuel.

Strategic Plan Initiative #3) Community Outreach and Communication

h) Request for Approval of Open Enrollment Student Returning to Huron School District: The administration has received open enrollment request #RH-2024-01, #RH-2024-02, #RH-2024-03 for Board Approval

Strategic Plan Initiative #1) Student Achievement

i) Request to Approve Agreement for Consultant Services Between Pawlowski Speech Therapy, LLC and the Huron School District

j) **Surplus Property**

Board approval of the surplus property for the August 12 auction. On-line only auction at Bennymeyerauctions.com. Check website for bidding hours.

(The consent agenda may be approved with one motion. However, if a board member wishes to separate an item for discussion, he/she may do so.)

9. **CELEBRATE SUCCESSES IN THE DISTRICT**

Congratulations to:

- **Amber Jacobs (SPED Para, Madison) and Cody Wiskur** on the birth of their daughter Charlotte Nicole on June 28th

➤

Thank You to:

- Our student athletes & parents for the turnout at our Fall Sports Orientation Night. As of the Aug. 12th meeting, high school teams for Cheer & Dance, Football, Boys Golf, Boys & Girls Soccer, & Girls Tennis will have practice underway with Volleyball and Cross Country to start later in the week
- The Huron Public Library for the Welcome Back gift bags provided for all Certified Teachers

10. **REPORTS TO THE BOARD**

- a) **Jolene Konechne** – ESL Summer School

Strategic Plan Initiative #1) Student Achievement

- b) **Business Manager’s Report**

- c) **Superintendent’s Report**

11. **OLD BUSINESS**

- a) **Section B: School Board Governance & Operations Policy Review** – 2nd reading

1. Current Section B Policies

Strategic Plan Initiative #3) Community Outreach and Communication

2. BA –Operational Goals - Updated Letterhead, no change to policy

BB –Legal Status - Updated letterhead, changed policy name and contents, New policy

BBA – Powers and Duties – Coded differently same policy as BB

BBAA – Board Member Authority – New policy

BBB – School Board Elections – New Policy

BBBA – Qualifications – New Policy

BBBB – Oath to Office – New Policy

BC – Board Member Code of Ethics Delete entire policy and adopt new policy BBF

BBC – Resignation / Removal from Office – New Policy

BBE – School Board Member Vacancy – New Policy

BBEA – Unexpired Term Fulfillment Procedure – New Policy

BBF – Board Member Code of Ethics – New policy replacing BC

BD – Board Member Conflict of Interest - Delete entire policy and adopt new policy BBFA

BBFA – Board Member Conflict of Interest – new policy replacing BD

BCA – Annual Board Organizational Meeting – New Policy

BEA – Duties of the Board of Education President – Retire policy and adopt

BCB

BCB – Board Officers – New Policy, replacing BEA
BEF – School Board & Superintendent Relationship – Retire policy, adopt BCD
BCD- School Board & Superintendent Relationship – new policy replacing BEF
BEB – Committees of the Board of Education – Retire policy adopt BCE
BCE – Board Committees – New policy replacing BEB
BEC – Advisory Committees to the Board – Retire policy adopt BCF
BCF - Advisory Committees to the Board – New Policy replacing BEC
BCG – School Attorney – New Policy
Retire BF – School board meetings – procedures and BFA – School Board Meetings – order of business and adopt BD
BD – School Board Meetings – new policy replaying BF and BFA
BEE – Electronic Communications by Board Members – Retire and adopt BDA
BDA – Electronic Communications by Board Members - New policy replacing BEE
BGC – School Board Study Session and Work Retreats – Retire and adopt BDB
BDB - School Board Study Session and Work Retreats – new policy replacing BGC
BFC – Executive Sessions – retire and adopt BDC
BDC – Executive Sessions – New Policy replacing BFC
BDDA – Notification of school board meetings – New Policy
BDDB – Board Meeting Agendas and format – New Policy
BDDC – Agenda Preparation and Dissemination – New Policy
BFD – School Board Meetings Quorum – retire code and adopt BDDD code combine policy
BDDD – Quorum – New policy code replacing BFD
BDDE – Parliamentary Procedure – New Policy
BDDF – Voting Method – New Policy
BDDG – Minutes – New Policy
BDDH - Public Participation at Board Meetings – New policy replacing BFB
BE -Organization of the Board of Education – New letterhead no policy changes
BED – Compensation for School Board Members – Retire and adopt BHD
BFB – Public Participation at Board Meetings – Retire and adopt BDDH
BFC- Board Policy Development and Adoption – New policy replacing BH
BFCA – Board Regulations and Handbooks – New policy
BFF – Suspension of Policies and Regulations – New policy replacing BHB
BG – Board of Education Planning Efforts – New letterhead no policy changes
BGA – Evaluation of Board of Operational Procedures – Retire and adopt BK
BGB – Board Member Development Opportunities – update letterhead no policy change

BH – Board policy development adoption – Retire and replace with BFC
BHA – Board Review of Regulations – update letterhead no policy changes
BHAA – Board Member Education – New Policy
BHB – Suspension of Policies – Retire and adopt BFF (Code used for new policy)
BHD – Board Member Compensation and Expenses – New Policy replacing BED
BJ – School Board Memberships – New Policy
BK – Evaluation of Board of Operational Procedures – New Policy Replacing BGA

- b) **Policy GCDB Criminal Background Checks – 2nd reading**
Strategic Plan Initiative #5) Learning Environment
- c) **Policy IIBG Use of Computers and Networks - retire and replace with new policy – 2nd reading**
Strategic Plan Initiative #5) Learning Environment
- d) **Policy AE – Huron Public School District Wellness Policy – Contact Updates for 2024-2025 School Year – 2nd reading**
Strategic Plan Initiative #5) Learning Environment
- e) **District Bus Pickup Points – Iroquois & Wolsey-Wessington Schools**
Superintendent recommends approval of the Pick-up Point Resolutions with Iroquois & Wolsey-Wessington for the 2024-2025 school year

12. **NEW BUSINESS**

- a) **Board Member Assignments 2024-2025**
- b) **Transfer Agreement between South Dakota Department of Agriculture and Natural Resources and Huron Public Schools**
School Garage/Bus Barn located on the South Dakota State Fairgrounds
- c) **Huron High School Revised Handbook & Huron Virtual High School Handbook - introduction**

13. **EXECUTIVE SESSION**

1-25-2 Executive or closed meetings may be held for the sole purposes of:

- (1) Discussing the qualifications, competence, performance, character or fitness of any public officer or employee or prospective public officer or employee. The term, employee, does not include any independent contractor.
- (6) Discussing information pertaining to the protection of public or private property and any person on or within public or private property specific to:
 - (h) Any emergency or disaster response plans or protocols, safety or security audits or reviews, or lists of emergency or disaster response personnel or material; any location or listing of weapons or ammunition; nuclear, chemical, or biological agents; or other military or law enforcement equipment or personnel.

14. **NEW BUSINESS**

- a) **Leave of Absence Request**
Lin Lin Li (Lucy Dschaak)/SPED Para Educator - Madison

15. **ADJOURNMENT**

Halbkat, Darla

Subject: FW: Resignation

From: Hart, Jonathan <Jonathan.Hart@k12.sd.us>

Sent: Monday, July 22, 2024 7:02 PM

To: Willemsen, Laura L <Laura.Willemsen@k12.sd.us>

Cc: Steinhoff, Kraig <Kraig.Steinhoff@k12.sd.us>; Hudson, Lyndi M <Lyndi.Hudson@k12.sd.us>; Katzenberger, Amanda <Amanda.Katzenberger@k12.sd.us>; Lavallee, Kristopher D <Kristopher.Lavallee@k12.sd.us>

Subject: Resignation

Hi all,

I am very sad to let you know I have to resign from my position.

I accepted two job offers in Mesa, AZ. I couldn't refuse.

I have no words to say how sad I am about this. I connected with Laura and Lyndi much. They are wonderful, and have hearts of gold. HMS wouldn't be the same without them. They are loving people. The world doesn't have enough people like them to help.

My resignation has nothing to do with anybody. I created great relationships there. Huron is just not for me. I love it where there are palms and pools. I will be subbing and I'll be doing facials for ReVive cosmetics. I really am having a hard time writing this.

I deeply will miss your support and just being great counterparts.

If you have any questions, let me know. I'd love to be in contact and stay in the sub system if i can when I come home to visit.

Please text or call if you need anything answered. If I can use any of you as a reference, please let me know.

I will miss you all,

With much gratitude and respect,

Jonathan Hart

Amber Jacobs

41952 US Highway 14
Iroquois, SD 57353
(605) 350-6749
amber.jacobs@k12.sd.us

July 25, 2024

Huron School District

105 5th Street SW
Huron SD, 57350

To Whom It May Concern:

Please accept this as formal notice of my resignation of the position of a SPED Paraprofessional at the Huron School District effective today July 25, 2024. I have recently accepted a new position at a new school district.

Working at Madison 2-3 Center has been a wonderful experience. I have had great opportunities to learn and grow in my time at Madison. I am very grateful to have had the chance to work there. Thank you for your support during my time at the Huron School District.

Sincerely,

Amber Jacobs

PROFESSIONAL SERVICE CONTRACT
Huron School District No. 2-2, Huron, South Dakota

Quinn Reilly

July 15, 2024

YOU ARE HEREBY OFFICIALLY NOTIFIED, that you have been elected as a Licensed OTA in the Huron School District No. 2-2, whose address is City of Huron on the annual wage basis of \$ 37.60 per hour for the school term, or the remaining part thereof, of the designated number of teaching days, inclusive of days arranged for pre-school planning, beginning 08/15/2024 and subject to the calendar, or modifications of the same, as adopted by the Board of Education. The wages are to be paid the fifteenth day of each of ten or twelve calendar months.

Your election is subject to the school laws of the State of South Dakota and to the hiring schedule and contractual elements rules and regulations of the Board of Education of the Huron School District No. 2-2, which are hereby by reference, incorporated in and made a part of this contract as though set forth herein at length, subject to the right of said Board to terminate the contract for cause, to be determined upon by the Board.

It is further contracted and agreed that your failure to complete the term of service proscribed herein for any cause, including but not limited to dismissal or resignation, constitutes a financial damage to the Huron School District No. 2-2 and that from the nature of the case it might be impractical or difficult to fix the actual damage. THEREFORE, it is understood and agreed that your failure to complete the term provided herein shall result in the following liquidated damages: failures occurring between the date signed and approved by the School Board through June 30 for the ensuing year, damages shall be assessed at \$1,000.00. For breaking a contract July 1 through July 31, damages shall be assessed at \$2,000.00 and breaking of contract August 1 and for the duration of the first semester, damages shall be assessed at \$3,000.00. Damages will be assessed at \$1,500.00 for breaking of a contract anytime during the 2nd semester. Professional Service providers who are not full-time employees of the District shall be assessed damages at a percentage which matches their percent of employment.

It is further understood and agreed that resignations shall not become effective until approved by the Board of Education at the next meeting following receipt of said resignation. Further, it is hereby agreed that you will pay to the Huron School District No. 2-2, or the Huron School District No. 2-2 will withhold or appropriate from any monies owed by them to you, and you hereby authorize such withholding or appropriation, the appropriate sum herein above set forth as liquidated damages due to your failure to complete said term.

This agreement becomes a binding contract when signed by the Professional Service provider and the Board of Education.

The above contract is for 260 days. Vacation and sick leave benefits as per Class 1 employees per policy GDBD-1(N) and GDBE-1(N).

CONTRACT MUST BE SIGNED & RETURNED TO THE SUPERINTENDENT'S OFFICE BY FRIDAY, JULY 19, 2024.

SCHOOL DISTRICT NO. 2-2 OF THE CITY OF
HURON, BEADLE COUNTY, SOUTH DAKOTA

ATTEST:

.....
Business Manager of the School District

By
Chairman of School District Board

TO THE BOARD OF EDUCATION OF THE HURON SCHOOL DISTRICT NO. 2-2
CITY OF HURON, BEADLE COUNTY, SOUTH DAKOTA

I hereby accept the position mentioned in the foregoing contract of hiring in the Public Schools of Huron, South Dakota, at the salary and upon and under the terms and conditions of the above and foregoing contract and have carefully read said contract and am fully informed as to the contents. I agree to attend such pre-school planning days as are scheduled exclusive of the designated number of teaching days. "I clearly understand that it is my responsibility to be fully certified with the State of South Dakota for the duration of this contract. I accept that my pay will cease on October 1, and my employment may be terminated or suspended without pay until such time that I meet the certification requirements of the job."

Witness my hand this 22nd day of July, 2024

Witness: Quinn Reilly

Sign here: Quinn Reilly
Professional Service Provider

PROFESSIONAL SERVICE CONTRACT
Huron School District No. 2-2, Huron, South Dakota

Megan Mammenga

July 15, 2024

YOU ARE HEREBY OFFICIALLY NOTIFIED, that you have been elected as a **Licensed SLPA** in the Huron School District No. 2-2, whose address is City of Huron on the annual wage basis of \$ **37.48** per hour for the school term, or the remaining part thereof, of the designated number of teaching days, inclusive of days arranged for pre-school planning, beginning **08/15/2024** and subject to the calendar, or modifications of the same, as adopted by the Board of Education. The wages are to be paid the fifteenth day of each of ten or twelve calendar months.

Your election is subject to the school laws of the State of South Dakota and to the hiring schedule and contractual elements rules and regulations of the Board of Education of the Huron School District No. 2-2, which are hereby by reference, incorporated in and made a part of this contract as though set forth herein at length, subject to the right of said Board to terminate the contract for cause, to be determined upon by the Board.

It is further contracted and agreed that your failure to complete the term of service prescribed herein for any cause, including but not limited to dismissal or resignation, constitutes a financial damage to the Huron School District No. 2-2 and that from the nature of the case it might be impractical or difficult to fix the actual damage. **THEREFORE**, it is understood and agreed that your failure to complete the term provided herein shall result in the following liquidated damages: failures occurring between the date signed and approved by the School Board through June 30 for the ensuing year, damages shall be assessed at \$1,000.00. For breaking a contract July 1 through July 31, damages shall be assessed at \$2,000.00 and breaking of contract August 1 and for the duration of the first semester, damages shall be assessed at \$3,000.00. Damages will be assessed at \$1,500.00 for breaking of a contract anytime during the 2nd semester. Professional Service providers who are not full-time employees of the District shall be assessed damages at a percentage which matches their percent of employment.

It is further understood and agreed that resignations shall not become effective until approved by the Board of Education at the next meeting following receipt of said resignation. Further, it is hereby agreed that you will pay to the Huron School District No. 2-2, or the Huron School District No. 2-2 will withhold or appropriate from any monies owed by them to you, and you hereby authorize such withholding or appropriation, the appropriate sum herein above set forth as liquidated damages due to your failure to complete said term.

This agreement becomes a binding contract when signed by the Professional Service provider and the Board of Education.

The above contract is for 260 days. Vacation and sick leave benefits as per Class 1 employees per policy GDBD-1(N) and GDBE-1(N).

*****CONTRACT MUST BE SIGNED & RETURNED TO THE SUPERINTENDENT'S OFFICE BY FRIDAY, JULY 19, 2024.*****

SCHOOL DISTRICT NO. 2-2 OF THE CITY OF
HURON, BEADLE COUNTY, SOUTH DAKOTA

ATTEST:

.....
Business Manager of the School District

By
Chairman of School District Board

TO THE BOARD OF EDUCATION OF THE HURON SCHOOL DISTRICT NO. 2-2
CITY OF HURON, BEADLE COUNTY, SOUTH DAKOTA

I hereby accept the position mentioned in the foregoing contract of hiring in the Public Schools of Huron, South Dakota, at the salary and upon and under the terms and conditions of the above and foregoing contract and have carefully read said contract and am fully informed as to the contents. I agree to attend such pre-school planning days as are scheduled exclusive of the designated number of teaching days. "I clearly understand that it is my responsibility to be fully certified with the State of South Dakota for the duration of this contract. I accept that my pay will cease on October 1, and my employment may be terminated or suspended without pay until such time that I meet the certification requirements of the job."

Witness my hand this day of 2024

Witness:

Sign here: .Megan.Mammenga.....
Professional Service Provider



EMPLOYMENT CONTRACT

Huron School District No. 2-2, Huron, South Dakota

07/22/2024

Charlotte Carda

YOU ARE HEREBY OFFICIALLY NOTIFIED, that you have been elected as a **Teacher** in the Huron School District No. 2-2, whose address is City of Huron on the annual salary basis of **\$83,109** for the school term, or the remaining part thereof, of the designated number of teaching days, inclusive of days arranged for pre-school planning, beginning **08/15/2024** and subject to the calendar, or modifications of the same, as adopted by the Board of Education. The salary is to be paid the twentieth day of each of the twelve calendar months.

Your election is subject to the school laws of the State of South Dakota and to the salary schedule and contractual elements rules and regulations of the Board of Education of the Huron School District No. 2-2, which are hereby by reference, incorporated in and made a part of this contract as though set forth herein at length, subject to the right of said Board to terminate the contract for cause, to be determined upon by the Board, and subject to your right to resign upon giving thirty (30) days notice thereof, in writing to said Board within 15 days of issuance of contract.

It is further contracted and agreed that your failure to complete the term of employment prescribed herein for any cause, including but not limited to dismissal or resignation, constitutes a financial damage to the Huron School District No. 2-2 and that from the nature of the case it might be impractical or difficult to fix the actual damage. **THEREFORE**, it is understood and agreed that your failure to complete the term provided herein shall result in the following liquidated damages: failures occurring May 15 through May 31 for the ensuing year, damages shall be assessed at \$250.00. For breaking a contract June 1 through June 10, damages shall be assessed at \$500.00, for breaking of a contract June 11 through June 20, \$750.00 and for breaking of a contract June 21 through June 30, \$1000.00. For breaking a contract July 1 through July 31, damages shall be assessed at \$2,000.00 and breaking of contract August 1 and for the duration of the first semester, damages shall be assessed at \$3,000.00. Damages will be assessed at \$1,500.00 for breaking of a contract anytime during the 2nd semester. The Board reserves the right to request the Department of Education to suspend the employee's certification for one year in lieu of monetary damages in accordance with SDCL 13-42-9. Employees who are not full-time employees of the district shall be assessed damages at a percentage which matches their percent of employment.

It is further understood and agreed that resignations shall not become effective until approved by the Board of Education at the next meeting following receipt of said resignation. Further, it is hereby agreed that you will pay to the Huron School District No. 2-2, or the Huron School District No. 2-2 will withhold

or appropriate from any monies owed by them to you, and you hereby authorize such withholding or appropriation, the appropriate sum herein above set forth as liquidated damages due to your failure to complete said term.

This agreement becomes a binding contract when signed by the employee and the Board of Education.

The above salary includes \$5870 which is compensation for a 7th class taught one semester during the 2024-2025 school year and includes one hour of prep time daily outside of the current 8-hour day.

BS+15

Base Contract: \$70,442

Track Varsity - Assistant \$6,797 Step 10

***CONTRACT MUST BE SIGNED AND RETURNED TO THE SUPERINTENDENT'S OFFICE BY 07/26/2024

TO THE BOARD OF EDUCATION OF THE HURON SCHOOL DISTRICT NO. 2-2
CITY OF HURON, BEADLE COUNTY, SOUTH DAKOTA

I hereby accept the position mentioned in the foregoing contract of hiring in the Public Schools of Huron, South Dakota, at the salary and upon and under the terms and conditions of the above and foregoing contract and have carefully read said contract and am fully informed as to the contents. I agree to attend such pre-school planning days as are scheduled exclusive of the designated number of contract days. "I clearly understand that it is my responsibility to be fully certified with the State of South Dakota for the duration of this contract. I accept that my pay will cease on October 1, and my employment may be terminated or suspended without pay until such time that I meet the certification requirements of the job."

Employee Signature <i>Charlotte Carda</i>	Date 07/22/2024 10:23 am
Chairman of School District Board Signature <i>Tim Van Berkum</i>	Date 07/23/2024 06:14 am
Business Manager of School District Signature <i>Kelly Christopherson</i>	Date 07/23/2024 07:22 am



EMPLOYMENT CONTRACT

Huron School District No. 2-2, Huron, South Dakota

07/22/2024

Jennifer Fuchs

YOU ARE HEREBY OFFICIALLY NOTIFIED, that you have been elected as a **Teacher** in the Huron School District No. 2-2, whose address is City of Huron on the annual salary basis of **\$75,994** for the school term, or the remaining part thereof, of the designated number of teaching days, inclusive of days arranged for pre-school planning, beginning **08/15/2024** and subject to the calendar, or modifications of the same, as adopted by the Board of Education. The salary is to be paid the twentieth day of each of the twelve calendar months.

Your election is subject to the school laws of the State of South Dakota and to the salary schedule and contractual elements rules and regulations of the Board of Education of the Huron School District No. 2-2, which are hereby by reference, incorporated in and made a part of this contract as though set forth herein at length, subject to the right of said Board to terminate the contract for cause, to be determined upon by the Board, and subject to your right to resign upon giving thirty (30) days notice thereof, in writing to said Board within 15 days of issuance of contract.

It is further contracted and agreed that your failure to complete the term of employment prescribed herein for any cause, including but not limited to dismissal or resignation, constitutes a financial damage to the Huron School District No. 2-2 and that from the nature of the case it might be impractical or difficult to fix the actual damage. **THEREFORE**, it is understood and agreed that your failure to complete the term provided herein shall result in the following liquidated damages: failures occurring May 15 through May 31 for the ensuing year, damages shall be assessed at \$250.00. For breaking a contract June 1 through June 10, damages shall be assessed at \$500.00, for breaking of a contract June 11 through June 20, \$750.00 and for breaking of a contract June 21 through June 30, \$1000.00. For breaking a contract July 1 through July 31, damages shall be assessed at \$2,000.00 and breaking of contract August 1 and for the duration of the first semester, damages shall be assessed at \$3,000.00. Damages will be assessed at \$1,500.00 for breaking of a contract anytime during the 2nd semester. The Board reserves the right to request the Department of Education to suspend the employee's certification for one year in lieu of monetary damages in accordance with SDCL 13-42-9. Employees who are not full-time employees of the district shall be assessed damages at a percentage which matches their percent of employment.

It is further understood and agreed that resignations shall not become effective until approved by the Board of Education at the next meeting following receipt of said resignation. Further, it is hereby agreed that you will pay to the Huron School District No. 2-2, or the Huron School District No. 2-2 will withhold

or appropriate from any monies owed by them to you, and you hereby authorize such withholding or appropriation, the appropriate sum herein above set forth as liquidated damages due to your failure to complete said term.

This agreement becomes a binding contract when signed by the employee and the Board of Education.

The above salary includes \$5595, which is compensation for a 7th class taught one semester during the 2024-2025 school year and includes one hour of prep time daily outside of the current 8-hour day.

MS

Base Contract: \$67,135

HS Student Senate - 50% \$2,053 Step 8

HS Prom Advisor - 50% \$1,211 Step 7

***CONTRACT MUST BE SIGNED AND RETURNED TO THE SUPERINTENDENT'S OFFICE BY 07/26/2024

TO THE BOARD OF EDUCATION OF THE HURON SCHOOL DISTRICT NO. 2-2
CITY OF HURON, BEADLE COUNTY, SOUTH DAKOTA

I hereby accept the position mentioned in the foregoing contract of hiring in the Public Schools of Huron, South Dakota, at the salary and upon and under the terms and conditions of the above and foregoing contract and have carefully read said contract and am fully informed as to the contents. I agree to attend such pre-school planning days as are scheduled exclusive of the designated number of contract days. "I clearly understand that it is my responsibility to be fully certified with the State of South Dakota for the duration of this contract. I accept that my pay will cease on October 1, and my employment may be terminated or suspended without pay until such time that I meet the certification requirements of the job."

Employee Signature <i>Jennifer Fuchs</i>	Date 07/22/2024 12:40 pm.
Chairman of School District Board Signature <i>Tim Van Berckum</i>	Date 07/23/2024 06:14 am
Business Manager of School District Signature <i>Kelly Christopherson</i>	Date 07/23/2024 07:20 am



EMPLOYMENT CONTRACT

Huron School District No. 2-2, Huron, South Dakota

07/22/2024

Kira Borkowski-Carabantes

YOU ARE HEREBY OFFICIALLY NOTIFIED, that you have been elected as a **Teacher** in the Huron School District No. 2-2, whose address is City of Huron on the annual salary basis of **\$76,495** for the school term, or the remaining part thereof, of the designated number of teaching days, inclusive of days arranged for pre-school planning, beginning **08/15/2024** and subject to the calendar, or modifications of the same, as adopted by the Board of Education. The salary is to be paid the twentieth day of each of the twelve calendar months.

Your election is subject to the school laws of the State of South Dakota and to the salary schedule and contractual elements rules and regulations of the Board of Education of the Huron School District No. 2-2, which are hereby by reference, incorporated in and made a part of this contract as though set forth herein at length, subject to the right of said Board to terminate the contract for cause, to be determined upon by the Board, and subject to your right to resign upon giving thirty (30) days notice thereof, in writing to said Board within 15 days of issuance of contract.

It is further contracted and agreed that your failure to complete the term of employment prescribed herein for any cause, including but not limited to dismissal or resignation, constitutes a financial damage to the Huron School District No. 2-2 and that from the nature of the case it might be impractical or difficult to fix the actual damage. **THEREFORE**, it is understood and agreed that your failure to complete the term provided herein shall result in the following liquidated damages: failures occurring May 15 through May 31 for the ensuing year, damages shall be assessed at \$250.00. For breaking a contract June 1 through June 10, damages shall be assessed at \$500.00, for breaking of a contract June 11 through June 20, \$750.00 and for breaking of a contract June 21 through June 30, \$1000.00. For breaking a contract July 1 through July 31, damages shall be assessed at \$2,000.00 and breaking of contract August 1 and for the duration of the first semester, damages shall be assessed at \$3,000.00. Damages will be assessed at \$1,500.00 for breaking of a contract anytime during the 2nd semester. The Board reserves the right to request the Department of Education to suspend the employee's certification for one year in lieu of monetary damages in accordance with SDCL 13-42-9. Employees who are not full-time employees of the district shall be assessed damages at a percentage which matches their percent of employment.

It is further understood and agreed that resignations shall not become effective until approved by the Board of Education at the next meeting following receipt of said resignation. Further, it is hereby agreed that you will pay to the Huron School District No. 2-2, or the Huron School District No. 2-2 will withhold

or appropriate from any monies owed by them to you, and you hereby authorize such withholding or appropriation, the appropriate sum herein above set forth as liquidated damages due to your failure to complete said term.

This agreement becomes a binding contract when signed by the employee and the Board of Education.

The above salary includes \$10,928, which is compensation for a 7th class taught two semesters during the 2024-2025 school year and includes one hour of prep time daily outside of the current 8-hour day.

ME

Base Contract: \$65,567

***CONTRACT MUST BE SIGNED AND RETURNED TO THE SUPERINTENDENT'S OFFICE BY 07/26/2024

TO THE BOARD OF EDUCATION OF THE HURON SCHOOL DISTRICT NO. 2-2

CITY OF HURON, BEADLE COUNTY, SOUTH DAKOTA

I hereby accept the position mentioned in the foregoing contract of hiring in the Public Schools of Huron, South Dakota, at the salary and upon and under the terms and conditions of the above and foregoing contract and have carefully read said contract and am fully informed as to the contents. I agree to attend such pre-school planning days as are scheduled exclusive of the designated number of contract days. "I clearly understand that it is my responsibility to be fully certified with the State of South Dakota for the duration of this contract. I accept that my pay will cease on October 1, and my employment may be terminated or suspended without pay until such time that I meet the certification requirements of the job."

Employee Signature <i>Kera Carabantes</i>	Date 07/22/2024 10:24 am
Chairman of School District Board Signature <i>Tim Van Berkmun</i>	Date 07/23/2024 06:11 am
Business Manager of School District Signature <i>Kelly Christopherson</i>	Date 07/23/2024 07:20 am



EMPLOYMENT CONTRACT

Huron School District No. 2-2, Huron, South Dakota

07/22/2024

Benjamin Halbkat

YOU ARE HEREBY OFFICIALLY NOTIFIED, that you have been elected as a **Teacher** in the Huron School District No. 2-2, whose address is City of Huron on the annual salary basis of **\$79,949** for the school term, or the remaining part thereof, of the designated number of teaching days, inclusive of days arranged for pre-school planning, beginning **08/15/2024** and subject to the calendar, or modifications of the same, as adopted by the Board of Education. The salary is to be paid the twentieth day of each of the twelve calendar months.

Your election is subject to the school laws of the State of South Dakota and to the salary schedule and contractual elements rules and regulations of the Board of Education of the Huron School District No. 2-2, which are hereby by reference, incorporated in and made a part of this contract as though set forth herein at length, subject to the right of said Board to terminate the contract for cause, to be determined upon by the Board, and subject to your right to resign upon giving thirty (30) days notice thereof, in writing to said Board within 15 days of issuance of contract.

It is further contracted and agreed that your failure to complete the term of employment prescribed herein for any cause, including but not limited to dismissal or resignation, constitutes a financial damage to the Huron School District No. 2-2 and that from the nature of the case it might be impractical or difficult to fix the actual damage. **THEREFORE**, it is understood and agreed that your failure to complete the term provided herein shall result in the following liquidated damages: failures occurring May 15 through May 31 for the ensuing year, damages shall be assessed at \$250.00. For breaking a contract June 1 through June 10, damages shall be assessed at \$500.00, for breaking of a contract June 11 through June 20, \$750.00 and for breaking of a contract June 21 through June 30, \$1000.00. For breaking a contract July 1 through July 31, damages shall be assessed at \$2,000.00 and breaking of contract August 1 and for the duration of the first semester, damages shall be assessed at \$3,000.00. Damages will be assessed at \$1,500.00 for breaking of a contract anytime during the 2nd semester. The Board reserves the right to request the Department of Education to suspend the employee's certification for one year in lieu of monetary damages in accordance with SDCL 13-42-9. Employees who are not full-time employees of the district shall be assessed damages at a percentage which matches their percent of employment.

It is further understood and agreed that resignations shall not become effective until approved by the Board of Education at the next meeting following receipt of said resignation. Further, it is hereby agreed that you will pay to the Huron School District No. 2-2, or the Huron School District No. 2-2 will withhold

or appropriate from any monies owed by them to you, and you hereby authorize such withholding or appropriation, the appropriate sum herein above set forth as liquidated damages due to your failure to complete said term.

This agreement becomes a binding contract when signed by the employee and the Board of Education.

The above salary includes \$10,531 which is compensation for a 7th class taught two semesters during the 2024-2025 school year and includes one hour of prep time daily outside of the 8-hour day.

MA

Base Contract: \$63,188

HS Debate Assistant \$6,230 Step 5

***CONTRACT MUST BE SIGNED AND RETURNED TO THE SUPERINTENDENT'S OFFICE BY 07/26/2024

TO THE BOARD OF EDUCATION OF THE HURON SCHOOL DISTRICT NO. 2-2

CITY OF HURON, BEADLE COUNTY, SOUTH DAKOTA

I hereby accept the position mentioned in the foregoing contract of hiring in the Public Schools of Huron, South Dakota, at the salary and upon and under the terms and conditions of the above and foregoing contract and have carefully read said contract and am fully informed as to the contents. I agree to attend such pre-school planning days as are scheduled exclusive of the designated number of contract days. "I clearly understand that it is my responsibility to be fully certified with the State of South Dakota for the duration of this contract. I accept that my pay will cease on October 1, and my employment may be terminated or suspended without pay until such time that I meet the certification requirements of the job."

Employee Signature <i>Benjamin Halbkat</i>	Date 07/22/2024 12:45 pm
Chairman of School District Board Signature <i>Tim Van Berkum</i>	Date 07/23/2024 06:12 am
Business Manager of School District Signature <i>Kelly Christopherson</i>	Date 07/23/2024 07:20 am



EMPLOYMENT CONTRACT

Huron School District No. 2-2, Huron, South Dakota

07/22/2024

Craig Jones

YOU ARE HEREBY OFFICIALLY NOTIFIED, that you have been elected as a **Teacher** in the Huron School District No. 2-2, whose address is City of Huron on the annual salary basis of **\$107,652** for the school term, or the remaining part thereof, of the designated number of teaching days, inclusive of days arranged for pre-school planning, beginning **08/15/2024** and subject to the calendar, or modifications of the same, as adopted by the Board of Education. The salary is to be paid the twentieth day of each of the twelve calendar months.

Your election is subject to the school laws of the State of South Dakota and to the salary schedule and contractual elements rules and regulations of the Board of Education of the Huron School District No. 2-2, which are hereby by reference, incorporated in and made a part of this contract as though set forth herein at length, subject to the right of said Board to terminate the contract for cause, to be determined upon by the Board, and subject to your right to resign upon giving thirty (30) days notice thereof, in writing to said Board within 15 days of issuance of contract.

It is further contracted and agreed that your failure to complete the term of employment prescribed herein for any cause, including but not limited to dismissal or resignation, constitutes a financial damage to the Huron School District No. 2-2 and that from the nature of the case it might be impractical or difficult to fix the actual damage. **THEREFORE**, it is understood and agreed that your failure to complete the term provided herein shall result in the following liquidated damages: failures occurring May 15 through May 31 for the ensuing year, damages shall be assessed at \$250.00. For breaking a contract June 1 through June 10, damages shall be assessed at \$500.00, for breaking of a contract June 11 through June 20, \$750.00 and for breaking of a contract June 21 through June 30, \$1000.00. For breaking a contract July 1 through July 31, damages shall be assessed at \$2,000.00 and breaking of contract August 1 and for the duration of the first semester, damages shall be assessed at \$3,000.00. Damages will be assessed at \$1,500.00 for breaking of a contract anytime during the 2nd semester. The Board reserves the right to request the Department of Education to suspend the employee's certification for one year in lieu of monetary damages in accordance with SDCL 13-42-9. Employees who are not full-time employees of the district shall be assessed damages at a percentage which matches their percent of employment.

It is further understood and agreed that resignations shall not become effective until approved by the Board of Education at the next meeting following receipt of said resignation. Further, it is hereby agreed that you will pay to the Huron School District No. 2-2, or the Huron School District No. 2-2 will withhold

or appropriate from any monies owed by them to you, and you hereby authorize such withholding or appropriation, the appropriate sum herein above set forth as liquidated damages due to your failure to complete said term.

This agreement becomes a binding contract when signed by the employee and the Board of Education.

The above salary includes \$14,711 which is compensation for a 7th class taught two semesters during the 2024-2025 school year and includes one hour of prep time daily outside of the current 8-hour day.

ME

Base Contract: \$88,268

Football 7th Grade \$4,673 Step 10

***CONTRACT MUST BE SIGNED AND RETURNED TO THE SUPERINTENDENT'S OFFICE BY 07/26/2024

TO THE BOARD OF EDUCATION OF THE HURON SCHOOL DISTRICT NO. 2-2
CITY OF HURON, BEADLE COUNTY, SOUTH DAKOTA

I hereby accept the position mentioned in the foregoing contract of hiring in the Public Schools of Huron, South Dakota, at the salary and upon and under the terms and conditions of the above and foregoing contract and have carefully read said contract and am fully informed as to the contents. I agree to attend such pre-school planning days as are scheduled exclusive of the designated number of contract days. "I clearly understand that it is my responsibility to be fully certified with the State of South Dakota for the duration of this contract. I accept that my pay will cease on October 1, and my employment may be terminated or suspended without pay until such time that I meet the certification requirements of the job."

Employee Signature <i>Craig A Jones</i>	Date 07/22/2024 02:48 pm
Chairman of School District Board Signature <i>Tim Van Berkum</i>	Date 07/23/2024 06:12 am
Business Manager of School District Signature <i>Kelly Christopherson</i>	Date 07/23/2024 07:21 am



EMPLOYMENT CONTRACT

Huron School District No. 2-2, Huron, South Dakota

08/06/2024

Makenzie Lavallee

YOU ARE HEREBY OFFICIALLY NOTIFIED, that you have been elected as a **Teacher** in the Huron School District No. 2-2, whose address is City of Huron on the annual salary basis of **\$69,849** for the school term, or the remaining part thereof, of the designated number of teaching days, inclusive of days arranged for pre-school planning, beginning **08/15/2024** and subject to the calendar, or modifications of the same, as adopted by the Board of Education. The salary is to be paid the twentieth day of each of the twelve calendar months.

Your election is subject to the school laws of the State of South Dakota and to the salary schedule and contractual elements rules and regulations of the Board of Education of the Huron School District No. 2-2, which are hereby by reference, incorporated in and made a part of this contract as though set forth herein at length, subject to the right of said Board to terminate the contract for cause, to be determined upon by the Board, and subject to your right to resign upon giving thirty (30) days notice thereof, in writing to said Board within 15 days of issuance of contract.

It is further contracted and agreed that your failure to complete the term of employment prescribed herein for any cause, including but not limited to dismissal or resignation, constitutes a financial damage to the Huron School District No. 2-2 and that from the nature of the case it might be impractical or difficult to fix the actual damage. **THEREFORE**, it is understood and agreed that your failure to complete the term provided herein shall result in the following liquidated damages: failures occurring May 15 through May 31 for the ensuing year, damages shall be assessed at \$250.00. For breaking a contract June 1 through June 10, damages shall be assessed at \$500.00, for breaking of a contract June 11 through June 20, \$750.00 and for breaking of a contract June 21 through June 30, \$1000.00. For breaking a contract July 1 through July 31, damages shall be assessed at \$2,000.00 and breaking of contract August 1 and for the duration of the first semester, damages shall be assessed at \$3,000.00. Damages will be assessed at \$1,500.00 for breaking of a contract anytime during the 2nd semester. The Board reserves the right to request the Department of Education to suspend the employee's certification for one year in lieu of monetary damages in accordance with SDCL 13-42-9. Employees who are not full-time employees of the district shall be assessed damages at a percentage which matches their percent of employment.

It is further understood and agreed that resignations shall not become effective until approved by the Board of Education at the next meeting following receipt of said resignation. Further, it is hereby agreed that you will pay to the Huron School District No. 2-2, or the Huron School District No. 2-2 will withhold

or appropriate from any monies owed by them to you, and you hereby authorize such withholding or appropriation, the appropriate sum herein above set forth as liquidated damages due to your failure to complete said term.

This agreement becomes a binding contract when signed by the employee and the Board of Education.

The above salary includes \$9621 which is compensation for a 7th class taught two semesters during the 2024-2025 school year and includes on hour of prep time daily outside of the current 8-hour day.
Earned BA+15 summer 2024, +\$2500

BA+15

Base Contract: \$60,228

***CONTRACT MUST BE SIGNED AND RETURNED TO THE SUPERINTENDENT'S OFFICE BY 08/08/2024

TO THE BOARD OF EDUCATION OF THE HURON SCHOOL DISTRICT NO. 2-2

CITY OF HURON, BEADLE COUNTY, SOUTH DAKOTA

I hereby accept the position mentioned in the foregoing contract of hiring in the Public Schools of Huron, South Dakota, at the salary and upon and under the terms and conditions of the above and foregoing contract and have carefully read said contract and am fully informed as to the contents. I agree to attend such pre-school planning days as are scheduled exclusive of the designated number of contract days. "I clearly understand that it is my responsibility to be fully certified with the State of South Dakota for the duration of this contract. I accept that my pay will cease on October 1, and my employment may be terminated or suspended without pay until such time that I meet the certification requirements of the job."

Employee Signature <i>Mackenzie Lavallee</i>	Date 08/06/2024 11:25 am
Chairman of School District Board Signature <i>Tim Van Berkum</i>	Date 08/06/2024 03:00 pm
Business Manager of School District Signature <i>Kelly Christopherson</i>	Date 08/06/2024 03:23 pm



Employment Contract

HURON PUBLIC SCHOOLS #2-2

EMPLOYMENT CONTRACT

Huron School District No. 2-2, Huron, South Dakota

07/22/2024

Jessica Rodacker

YOU ARE HEREBY OFFICIALLY NOTIFIED, that you have been elected as a **Teacher** in the Huron School District No. 2-2, whose address is City of Huron on the annual salary basis of **\$71,012** for the school term, or the remaining part thereof, of the designated number of teaching days, inclusive of days arranged for pre-school planning, beginning **08/15/2024** and subject to the calendar, or modifications of the same, as adopted by the Board of Education. The salary is to be paid the twentieth day of each of the twelve calendar months.

Your election is subject to the school laws of the State of South Dakota and to the salary schedule and contractual elements rules and regulations of the Board of Education of the Huron School District No. 2-2, which are hereby by reference, incorporated in and made a part of this contract as though set forth herein at length, subject to the right of said Board to terminate the contract for cause, to be determined upon by the Board, and subject to your right to resign upon giving thirty (30) days notice thereof, in writing to said Board within 15 days of issuance of contract.

It is further contracted and agreed that your failure to complete the term of employment prescribed herein for any cause, including but not limited to dismissal or resignation, constitutes a financial damage to the Huron School District No. 2-2 and that from the nature of the case it might be impractical or difficult to fix the actual damage. **THEREFORE**, it is understood and agreed that your failure to complete the term provided herein shall result in the following liquidated damages: failures occurring May 15 through May 31 for the ensuing year, damages shall be assessed at \$250.00. For breaking a contract June 1 through June 10, damages shall be assessed at \$500.00, for breaking of a contract June 11 through June 20, \$750.00 and for breaking of a contract June 21 through June 30, \$1000.00. For breaking a contract July 1 through July 31, damages shall be assessed at \$2,000.00 and breaking of contract August 1 and for the duration of the first semester, damages shall be assessed at \$3,000.00. Damages will be assessed at \$1,500.00 for breaking of a contract anytime during the 2nd semester. The Board reserves the right to request the Department of Education to suspend the employee's certification for one year in lieu of monetary damages in accordance with SDCL 13-42-9. Employees who are not full-time employees of the district shall be assessed damages at a percentage which matches their percent of employment.

It is further understood and agreed that resignations shall not become effective until approved by the Board of Education at the next meeting following receipt of said resignation. Further, it is hereby agreed that you will pay to the Huron School District No. 2-2, or the Huron School District No. 2-2 will withhold

or appropriate from any monies owed by them to you, and you hereby authorize such withholding or appropriation, the appropriate sum herein above set forth as liquidated damages due to your failure to complete said term.

This agreement becomes a binding contract when signed by the employee and the Board of Education.

The above salary includes \$10,145 which is compensation for a 7th class taught two semesters during the 2024-2025 school year and includes one hour of prep time daily outside of the current 8-hour day.

BA+15

Base Contract: \$60,867

***CONTRACT MUST BE SIGNED AND RETURNED TO THE SUPERINTENDENT'S OFFICE BY 07/26/2024

TO THE BOARD OF EDUCATION OF THE HURON SCHOOL DISTRICT NO. 2-2

CITY OF HURON, BEADLE COUNTY, SOUTH DAKOTA

I hereby accept the position mentioned in the foregoing contract of hiring in the Public Schools of Huron, South Dakota, at the salary and upon and under the terms and conditions of the above and foregoing contract and have carefully read said contract and am fully informed as to the contents. I agree to attend such pre-school planning days as are scheduled exclusive of the designated number of contract days. "I clearly understand that it is my responsibility to be fully certified with the State of South Dakota for the duration of this contract. I accept that my pay will cease on October 1, and my employment may be terminated or suspended without pay until such time that I meet the certification requirements of the job."

Employee Signature <i>Jessica Rodacker</i>	Date 07/22/2024 11:37 am
Chairman of School District Board Signature <i>Tim Van Berkum</i>	Date 07/23/2024 06:13 am
Business Manager of School District Signature <i>Kelly Christopherson</i>	Date 07/23/2024 07:21 am



EMPLOYMENT CONTRACT

Huron School District No. 2-2, Huron, South Dakota

07/22/2024

Sara Sonne

YOU ARE HEREBY OFFICIALLY NOTIFIED, that you have been elected as a **Teacher** in the Huron School District No. 2-2, whose address is City of Huron on the annual salary basis of **\$75,151** for the school term, or the remaining part thereof, of the designated number of teaching days, inclusive of days arranged for pre-school planning, beginning **08/15/2024** and subject to the calendar, or modifications of the same, as adopted by the Board of Education. The salary is to be paid the twentieth day of each of the twelve calendar months.

Your election is subject to the school laws of the State of South Dakota and to the salary schedule and contractual elements rules and regulations of the Board of Education of the Huron School District No. 2-2, which are hereby by reference, incorporated in and made a part of this contract as though set forth herein at length, subject to the right of said Board to terminate the contract for cause, to be determined upon by the Board, and subject to your right to resign upon giving thirty (30) days notice thereof, in writing to said Board within 15 days of issuance of contract.

It is further contracted and agreed that your failure to complete the term of employment prescribed herein for any cause, including but not limited to dismissal or resignation, constitutes a financial damage to the Huron School District No. 2-2 and that from the nature of the case it might be impractical or difficult to fix the actual damage. **THEREFORE**, it is understood and agreed that your failure to complete the term provided herein shall result in the following liquidated damages: failures occurring May 15 through May 31 for the ensuing year, damages shall be assessed at \$250.00. For breaking a contract June 1 through June 10, damages shall be assessed at \$500.00, for breaking of a contract June 11 through June 20, \$750.00 and for breaking of a contract June 21 through June 30, \$1000.00. For breaking a contract July 1 through July 31, damages shall be assessed at \$2,000.00 and breaking of contract August 1 and for the duration of the first semester, damages shall be assessed at \$3,000.00. Damages will be assessed at \$1,500.00 for breaking of a contract anytime during the 2nd semester. The Board reserves the right to request the Department of Education to suspend the employee's certification for one year in lieu of monetary damages in accordance with SDCL 13-42-9. Employees who are not full-time employees of the district shall be assessed damages at a percentage which matches their percent of employment.

It is further understood and agreed that resignations shall not become effective until approved by the Board of Education at the next meeting following receipt of said resignation. Further, it is hereby agreed that you will pay to the Huron School District No. 2-2, or the Huron School District No. 2-2 will withhold

or appropriate from any monies owed by them to you, and you hereby authorize such withholding or appropriation, the appropriate sum herein above set forth as liquidated damages due to your failure to complete said term.

This agreement becomes a binding contract when signed by the employee and the Board of Education.

The above salary includes \$10,736 which is compensation for a 7th class taught two semesters during the 2024-2025 school year and includes one hour of prep time daily outside of the current 8-hour day.

MS

Base Contract: \$64,415

***CONTRACT MUST BE SIGNED AND RETURNED TO THE SUPERINTENDENT'S OFFICE BY 07/26/2024

TO THE BOARD OF EDUCATION OF THE HURON SCHOOL DISTRICT NO. 2-2

CITY OF HURON, BEADLE COUNTY, SOUTH DAKOTA

I hereby accept the position mentioned in the foregoing contract of hiring in the Public Schools of Huron, South Dakota, at the salary and upon and under the terms and conditions of the above and foregoing contract and have carefully read said contract and am fully informed as to the contents. I agree to attend such pre-school planning days as are scheduled exclusive of the designated number of contract days. "I clearly understand that it is my responsibility to be fully certified with the State of South Dakota for the duration of this contract. I accept that my pay will cease on October 1, and my employment may be terminated or suspended without pay until such time that I meet the certification requirements of the job."

Employee Signature <i>Sara Sonne</i>	Date 07/22/2024 02:09 pm
Chairman of School District Board Signature <i>Tim Van Berckum</i>	Date 07/23/2024 06:13 am
Business Manager of School District Signature <i>Kelly Christopherson</i>	Date 07/23/2024 07:22 am



EMPLOYMENT CONTRACT

Huron School District No. 2-2, Huron, South Dakota

07/22/2024

Wade Stobbs

YOU ARE HEREBY OFFICIALLY NOTIFIED, that you have been elected as a **Teacher** in the Huron School District No. 2-2, whose address is City of Huron on the annual salary basis of **\$84,978** for the school term, or the remaining part thereof, of the designated number of teaching days, inclusive of days arranged for pre-school planning, beginning **08/15/2024** and subject to the calendar, or modifications of the same, as adopted by the Board of Education. The salary is to be paid the twentieth day of each of the twelve calendar months.

Your election is subject to the school laws of the State of South Dakota and to the salary schedule and contractual elements rules and regulations of the Board of Education of the Huron School District No. 2-2, which are hereby by reference, incorporated in and made a part of this contract as though set forth herein at length, subject to the right of said Board to terminate the contract for cause, to be determined upon by the Board, and subject to your right to resign upon giving thirty (30) days notice thereof, in writing to said Board within 15 days of issuance of contract.

It is further contracted and agreed that your failure to complete the term of employment prescribed herein for any cause, including but not limited to dismissal or resignation, constitutes a financial damage to the Huron School District No. 2-2 and that from the nature of the case it might be impractical or difficult to fix the actual damage. **THEREFORE**, it is understood and agreed that your failure to complete the term provided herein shall result in the following liquidated damages: failures occurring May 15 through May 31 for the ensuing year, damages shall be assessed at \$250.00. For breaking a contract June 1 through June 10, damages shall be assessed at \$500.00, for breaking of a contract June 11 through June 20, \$750.00 and for breaking of a contract June 21 through June 30, \$1000.00. For breaking a contract July 1 through July 31, damages shall be assessed at \$2,000.00 and breaking of contract August 1 and for the duration of the first semester, damages shall be assessed at \$3,000.00. Damages will be assessed at \$1,500.00 for breaking of a contract anytime during the 2nd semester. The Board reserves the right to request the Department of Education to suspend the employee's certification for one year in lieu of monetary damages in accordance with SDCL 13-42-9. Employees who are not full-time employees of the district shall be assessed damages at a percentage which matches their percent of employment.

It is further understood and agreed that resignations shall not become effective until approved by the Board of Education at the next meeting following receipt of said resignation. Further, it is hereby agreed that you will pay to the Huron School District No. 2-2, or the Huron School District No. 2-2 will withhold

or appropriate from any monies owed by them to you, and you hereby authorize such withholding or appropriation, the appropriate sum herein above set forth as liquidated damages due to your failure to complete said term.

This agreement becomes a binding contract when signed by the employee and the Board of Education.

The above salary includes \$10,865 which is compensation for a 7th class taught two semesters during the 2024-2025 school year and includes one hour of prep time daily outside of the current 8-hour day.

BS+15

Base Contract: \$65,192

Basketball 7-8th Extramural \$5,098 Step 10

Track 7-8th Grade \$3,823 Step 10

***CONTRACT MUST BE SIGNED AND RETURNED TO THE SUPERINTENDENT'S OFFICE BY 07/26/2024

TO THE BOARD OF EDUCATION OF THE HURON SCHOOL DISTRICT NO. 2-2

CITY OF HURON, BEADLE COUNTY, SOUTH DAKOTA

I hereby accept the position mentioned in the foregoing contract of hiring in the Public Schools of Huron, South Dakota, at the salary and upon and under the terms and conditions of the above and foregoing contract and have carefully read said contract and am fully informed as to the contents. I agree to attend such pre-school planning days as are scheduled exclusive of the designated number of contract days. "I clearly understand that it is my responsibility to be fully certified with the State of South Dakota for the duration of this contract. I accept that my pay will cease on October 1, and my employment may be terminated or suspended without pay until such time that I meet the certification requirements of the job."

Employee Signature <i>Wade Stobbs</i>	Date 07/22/2024 02:16 pm
Chairman of School District Board Signature <i>Tim Van Berkum</i>	Date 07/23/2024 06:13 am
Business Manager of School District Signature <i>Kelly Christopherson</i>	Date 07/23/2024 07:22 am



EMPLOYMENT CONTRACT

Huron School District No. 2-2, Huron, South Dakota

07/22/2024

Jerald Swenson

YOU ARE HEREBY OFFICIALLY NOTIFIED, that you have been elected as a **Teacher** in the Huron School District No. 2-2, whose address is City of Huron on the annual salary basis of **\$88,155** for the school term, or the remaining part thereof, of the designated number of teaching days, inclusive of days arranged for pre-school planning, beginning **08/15/2024** and subject to the calendar, or modifications of the same, as adopted by the Board of Education. The salary is to be paid the twentieth day of each of the twelve calendar months.

Your election is subject to the school laws of the State of South Dakota and to the salary schedule and contractual elements rules and regulations of the Board of Education of the Huron School District No. 2-2, which are hereby by reference, incorporated in and made a part of this contract as though set forth herein at length, subject to the right of said Board to terminate the contract for cause, to be determined upon by the Board, and subject to your right to resign upon giving thirty (30) days notice thereof, in writing to said Board within 15 days of issuance of contract.

It is further contracted and agreed that your failure to complete the term of employment prescribed herein for any cause, including but not limited to dismissal or resignation, constitutes a financial damage to the Huron School District No. 2-2 and that from the nature of the case it might be impractical or difficult to fix the actual damage. **THEREFORE**, it is understood and agreed that your failure to complete the term provided herein shall result in the following liquidated damages: failures occurring May 15 through May 31 for the ensuing year, damages shall be assessed at \$250.00. For breaking a contract June 1 through June 10, damages shall be assessed at \$500.00, for breaking of a contract June 11 through June 20, \$750.00 and for breaking of a contract June 21 through June 30, \$1000.00. For breaking a contract July 1 through July 31, damages shall be assessed at \$2,000.00 and breaking of contract August 1 and for the duration of the first semester, damages shall be assessed at \$3,000.00. Damages will be assessed at \$1,500.00 for breaking of a contract anytime during the 2nd semester. The Board reserves the right to request the Department of Education to suspend the employee's certification for one year in lieu of monetary damages in accordance with SDCL 13-42-9. Employees who are not full-time employees of the district shall be assessed damages at a percentage which matches their percent of employment.

It is further understood and agreed that resignations shall not become effective until approved by the Board of Education at the next meeting following receipt of said resignation. Further, it is hereby agreed that you will pay to the Huron School District No. 2-2, or the Huron School District No. 2-2 will withhold

or appropriate from any monies owed by them to you, and you hereby authorize such withholding or appropriation, the appropriate sum herein above set forth as liquidated damages due to your failure to complete said term.

This agreement becomes a binding contract when signed by the employee and the Board of Education.

The above salary includes \$12,594 which is compensation for a 7th class taught two semesters during the 2024-2025 school year and includes one hour of prep time daily outside of the current 8-hour day.

MCAS

Base Contract: \$75,561

***CONTRACT MUST BE SIGNED AND RETURNED TO THE SUPERINTENDENT'S OFFICE BY 07/26/2024

TO THE BOARD OF EDUCATION OF THE HURON SCHOOL DISTRICT NO. 2-2

CITY OF HURON, BEADLE COUNTY, SOUTH DAKOTA

I hereby accept the position mentioned in the foregoing contract of hiring in the Public Schools of Huron, South Dakota, at the salary and upon and under the terms and conditions of the above and foregoing contract and have carefully read said contract and am fully informed as to the contents. I agree to attend such pre-school planning days as are scheduled exclusive of the designated number of contract days. "I clearly understand that it is my responsibility to be fully certified with the State of South Dakota for the duration of this contract. I accept that my pay will cease on October 1, and my employment may be terminated or suspended without pay until such time that I meet the certification requirements of the job."

Employee Signature <i>Gerald Swenson</i>	Date 07/22/2024 02:40 pm
Chairman of School District Board Signature <i>Tim Van Berkum</i>	Date 07/23/2024 06:13 am
Business Manager of School District Signature <i>Kelly Christopherson</i>	Date 07/23/2024 07:22 am



EMPLOYMENT CONTRACT

Huron School District No. 2-2, Huron, South Dakota

08/06/2024

Laura Iverson

YOU ARE HEREBY OFFICIALLY NOTIFIED, that you have been elected as a **Teacher** in the Huron School District No. 2-2, whose address is City of Huron on the annual salary basis of **\$86,444** for the school term, or the remaining part thereof, of the designated number of teaching days, inclusive of days arranged for pre-school planning, beginning **08/15/2024** and subject to the calendar, or modifications of the same, as adopted by the Board of Education. The salary is to be paid the twentieth day of each of the twelve calendar months.

Your election is subject to the school laws of the State of South Dakota and to the salary schedule and contractual elements rules and regulations of the Board of Education of the Huron School District No. 2-2, which are hereby by reference, incorporated in and made a part of this contract as though set forth herein at length, subject to the right of said Board to terminate the contract for cause, to be determined upon by the Board, and subject to your right to resign upon giving thirty (30) days notice thereof, in writing to said Board within 15 days of issuance of contract.

It is further contracted and agreed that your failure to complete the term of employment prescribed herein for any cause, including but not limited to dismissal or resignation, constitutes a financial damage to the Huron School District No. 2-2 and that from the nature of the case it might be impractical or difficult to fix the actual damage. **THEREFORE**, it is understood and agreed that your failure to complete the term provided herein shall result in the following liquidated damages: failures occurring May 15 through May 31 for the ensuing year, damages shall be assessed at \$250.00. For breaking a contract June 1 through June 10, damages shall be assessed at \$500.00, for breaking of a contract June 11 through June 20, \$750.00 and for breaking of a contract June 21 through June 30, \$1000.00. For breaking a contract July 1 through July 31, damages shall be assessed at \$2,000.00 and breaking of contract August 1 and for the duration of the first semester, damages shall be assessed at \$3,000.00. Damages will be assessed at \$1,500.00 for breaking of a contract anytime during the 2nd semester. The Board reserves the right to request the Department of Education to suspend the employee's certification for one year in lieu of monetary damages in accordance with SDCL 13-42-9. Employees who are not full-time employees of the district shall be assessed damages at a percentage which matches their percent of employment.

It is further understood and agreed that resignations shall not become effective until approved by the Board of Education at the next meeting following receipt of said resignation. Further, it is hereby agreed that you will pay to the Huron School District No. 2-2, or the Huron School District No. 2-2 will withhold

or appropriate from any monies owed by them to you, and you hereby authorize such withholding or appropriation, the appropriate sum herein above set forth as liquidated damages due to your failure to complete said term.

This agreement becomes a binding contract when signed by the employee and the Board of Education.

The above salary includes \$10,847 which is compensation for a 7th class taught two semesters during the 2024-2025 school year and includes one hour of prep time daily outside of the current 8-hour day.

MS

Base Contract: \$65,082

HS Oral Interp/Per Division \$1,487 Step 10

HS Oral Interp/Per Division \$1,487 Step 10

HS Oral Interp/Per Division - 50% \$744 Step 10

HS Debate Assistant \$6,797 Step 10

***CONTRACT MUST BE SIGNED AND RETURNED TO THE SUPERINTENDENT'S OFFICE BY 08/08/2024

TO THE BOARD OF EDUCATION OF THE HURON SCHOOL DISTRICT NO. 2-2

CITY OF HURON, BEADLE COUNTY, SOUTH DAKOTA

I hereby accept the position mentioned in the foregoing contract of hiring in the Public Schools of Huron, South Dakota, at the salary and upon and under the terms and conditions of the above and foregoing contract and have carefully read said contract and am fully informed as to the contents. I agree to attend such pre-school planning days as are scheduled exclusive of the designated number of contract days. "I clearly understand that it is my responsibility to be fully certified with the State of South Dakota for the duration of this contract. I accept that my pay will cease on October 1, and my employment may be terminated or suspended without pay until such time that I meet the certification requirements of the job."

Employee Signature <i>Laura Iverson</i>	Date 08/06/2024 02:01 pm
Chairman of School District Board Signature <i>Tim Van Berkum</i>	Date 08/06/2024 02:59 pm
Business Manager of School District Signature <i>Kelly Christopherson</i>	Date 08/06/2024 03:24 pm



EMPLOYMENT CONTRACT

Huron School District No. 2-2, Huron, South Dakota

07/26/2024

Kathie Bostrom

YOU ARE HEREBY OFFICIALLY NOTIFIED, that you have been elected as a **Director of Transportation** in the Huron School District No. 2-2, whose address is City of Huron on the annual salary basis of **\$92,793** for the school term, or the remaining part thereof, of the designated number of teaching days, inclusive of days arranged for pre-school planning, beginning **07/01/2024** and subject to the calendar, or modifications of the same, as adopted by the Board of Education. The salary is to be paid the twentieth day of each of the twelve calendar months.

Your election is subject to the school laws of the State of South Dakota and to the salary schedule and contractual elements rules and regulations of the Board of Education of the Huron School District No. 2-2, which are hereby by reference, incorporated in and made a part of this contract as though set forth herein at length, subject to the right of said Board to terminate the contract for cause, to be determined upon by the Board, and subject to your right to resign upon giving thirty (30) days notice thereof, in writing to said Board within 15 days of issuance of contract.

It is further contracted and agreed that your failure to complete the term of employment prescribed herein for any cause, including but not limited to dismissal or resignation, constitutes a financial damage to the Huron School District No. 2-2 and that from the nature of the case it might be impractical or difficult to fix the actual damage. **THEREFORE**, it is understood and agreed that your failure to complete the term provided herein shall result in the following liquidated damages: failures occurring May 15 through May 31 for the ensuing year, damages shall be assessed at \$250.00. For breaking a contract June 1 through June 10, damages shall be assessed at \$500.00, for breaking of a contract June 11 through June 20, \$750.00 and for breaking of a contract June 21 through June 30, \$1000.00. For breaking a contract July 1 through July 31, damages shall be assessed at \$2,000.00 and breaking of contract August 1 and for the duration of the first semester, damages shall be assessed at \$3,000.00. Damages will be assessed at \$1,500.00 for breaking of a contract anytime during the 2nd semester. The Board reserves the right to request the Department of Education to suspend the employee's certification for one year in lieu of monetary damages in accordance with SDCL 13-42-9. Employees who are not full-time employees of the district shall be assessed damages at a percentage which matches their percent of employment.

It is further understood and agreed that resignations shall not become effective until approved by the Board of Education at the next meeting following receipt of said resignation. Further, it is hereby agreed that you will pay to the Huron School District No. 2-2, or the Huron School District No. 2-2 will withhold

or appropriate from any monies owed by them to you, and you hereby authorize such withholding or appropriation, the appropriate sum herein above set forth as liquidated damages due to your failure to complete said term.

This agreement becomes a binding contract when signed by the employee and the Board of Education.

Law & Public Safety Teacher (one class) \$9378 Step 0

Base Contract: \$83,415

***CONTRACT MUST BE SIGNED AND RETURNED TO THE SUPERINTENDENT'S OFFICE BY 07/31/2024

TO THE BOARD OF EDUCATION OF THE HURON SCHOOL DISTRICT NO. 2-2

CITY OF HURON, BEADLE COUNTY, SOUTH DAKOTA

I hereby accept the position mentioned in the foregoing contract of hiring in the Public Schools of Huron, South Dakota, at the salary and upon and under the terms and conditions of the above and foregoing contract and have carefully read said contract and am fully informed as to the contents. I agree to attend such pre-school planning days as are scheduled exclusive of the designated number of contract days. "I clearly understand that it is my responsibility to be fully certified with the State of South Dakota for the duration of this contract. I accept that my pay will cease on October 1, and my employment may be terminated or suspended without pay until such time that I meet the certification requirements of the job."

Employee Signature <i>Rathie J. Bostrom</i>	Date 07/26/2024 11:39 am
Chairman of School District Board Signature <i>Tim Van Berkum</i>	Date 07/26/2024 05:22 pm
Business Manager of School District Signature <i>Kelly Christopherson</i>	Date 08/01/2024 05:48 pm



EMPLOYMENT CONTRACT

Huron School District No. 2-2, Huron, South Dakota

07/26/2024

Sierra Tschetter

YOU ARE HEREBY OFFICIALLY NOTIFIED, that you have been elected as a **Teacher** in the Huron School District No. 2-2, whose address is City of Huron on the annual salary basis of **\$29,458** for the school term, or the remaining part thereof, of the designated number of teaching days, inclusive of days arranged for pre-school planning, beginning **01/02/2025** and subject to the calendar, or modifications of the same, as adopted by the Board of Education. The salary is to be paid the twentieth day of each of the twelve calendar months.

Your election is subject to the school laws of the State of South Dakota and to the salary schedule and contractual elements rules and regulations of the Board of Education of the Huron School District No. 2-2, which are hereby by reference, incorporated in and made a part of this contract as though set forth herein at length, subject to the right of said Board to terminate the contract for cause, to be determined upon by the Board, and subject to your right to resign upon giving thirty (30) days notice thereof, in writing to said Board within 15 days of issuance of contract.

It is further contracted and agreed that your failure to complete the term of employment prescribed herein for any cause, including but not limited to dismissal or resignation, constitutes a financial damage to the Huron School District No. 2-2 and that from the nature of the case it might be impractical or difficult to fix the actual damage. **THEREFORE**, it is understood and agreed that your failure to complete the term provided herein shall result in the following liquidated damages: failures occurring May 15 through May 31 for the ensuing year, damages shall be assessed at \$250.00. For breaking a contract June 1 through June 10, damages shall be assessed at \$500.00, for breaking of a contract June 11 through June 20, \$750.00 and for breaking of a contract June 21 through June 30, \$1000.00. For breaking a contract July 1 through July 31, damages shall be assessed at \$2,000.00 and breaking of contract August 1 and for the duration of the first semester, damages shall be assessed at \$3,000.00. Damages will be assessed at \$1,500.00 for breaking of a contract anytime during the 2nd semester. The Board reserves the right to request the Department of Education to suspend the employee's certification for one year in lieu of monetary damages in accordance with SDCL 13-42-9. Employees who are not full-time employees of the district shall be assessed damages at a percentage which matches their percent of employment.

It is further understood and agreed that resignations shall not become effective until approved by the Board of Education at the next meeting following receipt of said resignation. Further, it is hereby agreed that you will pay to the Huron School District No. 2-2, or the Huron School District No. 2-2 will withhold

or appropriate from any monies owed by them to you, and you hereby authorize such withholding or appropriation, the appropriate sum herein above set forth as liquidated damages due to your failure to complete said term.

This agreement becomes a binding contract when signed by the employee and the Board of Education.

Hired 2024-2025 with 0 years of teaching experience. Contract is pending completion of a South Dakota Teaching license. Will be paid as a substitute teacher until certification is complete. Starting salary \$29,458 is 94.5 days in second semester X \$311.72 daily pay. Agreeing to this contract includes the following: Teachers new to the District are expected to work an additional 5 days beginning August 5. (You will complete the 5 days Fall 2024.) During this time, the teacher will receive appropriate training in District programs, and have time to adequately prepare for the new school year.

BS

Base Contract: \$29,458

***CONTRACT MUST BE SIGNED AND RETURNED TO THE SUPERINTENDENT'S OFFICE BY 07/31/2024

TO THE BOARD OF EDUCATION OF THE HURON SCHOOL DISTRICT NO. 2-2

CITY OF HURON, BEADLE COUNTY, SOUTH DAKOTA

I hereby accept the position mentioned in the foregoing contract of hiring in the Public Schools of Huron, South Dakota, at the salary and upon and under the terms and conditions of the above and foregoing contract and have carefully read said contract and am fully informed as to the contents. I agree to attend such pre-school planning days as are scheduled exclusive of the designated number of contract days. "I clearly understand that it is my responsibility to be fully certified with the State of South Dakota for the duration of this contract. I accept that my pay will cease on October 1, and my employment may be terminated or suspended without pay until such time that I meet the certification requirements of the job."

Employee Signature <i>Sierra Tschetter</i>	Date 07/26/2024 12:14 pm
Chairman of School District Board Signature <i>Tim Van Berkmun</i>	Date 07/26/2024 05:22 pm
Business Manager of School District Signature <i>Kelly Christopherson</i>	Date 08/01/2024 05:48 pm



Huron Chamber & Visitors Bureau
1725 Dakota Avenue S
Huron, SD 57350

Toll Free: 1-800-HURONSD
Phone: 605-352-0000
Fax: 605-352-8321

July 2, 2024

Huron Public Schools
Dr. Kraig Steinhoff, Superintendent
PO Box 949
Huron, SD 57350

Dear Dr. Steinhoff and Huron School Board Members:

On behalf of the Huron Chamber & Visitors Bureau, I would like to request the use of the Huron Public Schools bus for city-wide transportation during the SD State Fair, Thursday, August 29, 2024 to Sunday, September 1, 2024. The bus will have a designated route from the fairgrounds to the former Huron Mall. It will run every Thursday through Sunday from 9:00 am to 11:15. The Fair begins Wednesday and ends Monday the 2nd, but we will not be running the shuttle on those days.

Upon approval of this request, we will provide proof of insurance as well as paying the driver's fee and fuel. Thank you for your consideration and please feel free to contact me with any questions.

Sincerely,

Laurie A. Shelton
President & CEO
Huron Chamber & Visitors Bureau
laurie@huronsd.com
605-352-0000

SERVICE CONTRACT

LETTER OF AGREEMENT

FOR CONSULTANT SERVICES BETWEEN

Consultant: Pawlowski Speech Therapy, LLC
Agency: Huron School District
Christine (Tina) Pawlowski, MA-CCC/SLP

(Hereinafter referred to as **Consultant**)

(Hereinafter referred to as **Agency**)

The Consultant hereby enters into an Agreement for Consultant Services with the Agency.

I. THE CONSULTANT:

- A. Contracted services on this agreement begin on or around August 14, 2024 and run through May 31st, 2025 (and/or when the school calendar is complete) or through Extended School Year Services if needed. If the School's Special Education Director or Administration determines ESY services are needed.
- B. The Consultant's Identification Number is : EIN # 85-0923996
- C. The Consultant agrees to provide the following:
 - (1) **Up to 20 hours per week** from the period of August 14, 2024 to the end of the Huron School's school year. Services will be provided for **\$70.00/hr.**
 - (2) SLP will participate in Agency staff trainings based upon Agency Director's/Superintendent's request and SLP availability.
 - (3) Evaluations and student reports will be provided to the Agency as required.
 - (4) Required paperwork (written documentations, progress reports, etc.) as required by Agency's policy.
 - (5) Notice, if the SLP is ill or unable to perform the contracted service for a personal reason; the SLP will work with the Agency to reschedule missed contracted hours.
 - (6) Invoice for services will be billed on or before the 5th of the following month.

II. THE AGENCY:

- A. The Agency agrees to the following:
 - (1) Provide appropriate space for services to be provided.
 - (2) Provide SLPA to service students and attend meetings when necessary
 - (3) Provide use of the school's current tests, protocols, and speech therapy equipment.
 - (4) Purchase testing protocols and other needed supplies for direct student services.

Pawlowski Speech Therapy, LLC

35850 221st St, Gann Valley, SD 57341

(605) 680-1527

III. CONTRACT CANCELLATION:

Either Party may terminate this Agreement with 60 days written notice. In the event both Parties wish to mutually terminate this Agreement, the date of termination shall be as agreed by the Parties without regard to the notice provision. In the event this Agreement is terminated, the Consultant shall work with Agency to facilitate an orderly transition of work in progress, and the Consultant shall deliver to the Agency copies of all documents and records or information to facilitate the transition upon receipt of final payment.

In witness hereto the parties signify their agreement by signature affixed below:

Tina Pawlowski; MA/CCC-SLP

8/6/2024

Agency Signature (Date)

Consultant Signature (Date)

Pawlowski Speech Therapy, LLC

35850 221st St, Gann Valley, SD 57341

(605) 680-1527



Jolene Konechne, Ed.S.

Director of ESL, CTE, Federal Programs, & Accreditation

150 5th St. SW

Huron, SD 57350

P: (605) 353-8660


F: (605) 353-6993

Jolene.Konechne@k12.sd.us

ESL Summer School June 2024

Grade Level	Number of Students (who came on a consistent basis)
Kindergarten	62
1st Grade	74
2nd Grade	83
3rd Grade	62
4th Grade	73
5th Grade	68
Total K-5	422
2023 total (K-7): 459	

Staffing	
KG - 5 Grade Teachers	34
KG - 5 Grade Para Professionals	35
Student Workers @ Madison	10
Bus Monitors	7
Building Secretaries	3

	Huron School District #2-2	Code: BA
	Policies and Regulations	Priority Objectives of Board Operations

Priority Objectives of Board Operations

The statement of policies of the Board of Education shall be based upon a recognition of three district functions of school control and management:

1. Legislative Function

The Board of Education shall formulate policies for the general management of all schools within the district.

2. Executive Function

The Board of Education shall delegate to the superintendent as per job description its executive and administrative duties and responsibilities necessary for carrying out its policies and shall hold him/her responsible and accountable.

3. Appraisal Function

The Board of Education shall hold the superintendent responsible for furnishing complete information necessary for the Board's evaluation of the school program.


It is general practice for the Board of Education to act as a committee as a whole. Special committees shall be appointed as needed and dismissed when their tasks are completed.

In an effort to improve Board competence, education and development will be scheduled regularly and involve all board members.

The Board shall regularly appraise its own policies and practices.


Rules and regulations shall be guiding principles rather than detailed instructions. They shall reflect policy rather than administrative procedure, which is the responsibility of the superintendent.

Rules, regulations and policies shall be part of the minutes, on record and not to be modified except with consent of the Board of Education.

	Huron School District #2-2	Code: BB
	Policies and Regulations	School Board Powers and Duties


School Board Powers and Duties

1. The Board of Education is the publicly designated steward at the local level for the education of children and youth. It is charged with the educational welfare of all students irrespective of age, sex, race, ethnicity or ability to learn. It recognizes the essential link between educational excellence and the economic and social health of the community.
2. The Board of Education is responsible for formulating policies for the general management of the schools in the district. Although the Board shall designate authority to the superintendent and his/her staff, the Board is responsible to district patrons for the results produced.
3. The Board of Education shall select a superintendent to fulfill administrative responsibilities as per board policy and statute.
4. The Board of Education shall select a business manager to fulfill administrative responsibilities as per board policy and statute.
5. The Board of Education shall elect, promote and/or dismiss all employees as per board policy and statute.
6. The Board of Education may accept, modify and/or reject the recommendations of the superintendent and may call for new recommendations.
7. The Board of Education shall approve salary schedules, employment policies, transportation contracts and agreements involving school business upon the recommendations of the superintendent.
8. The Board of Education shall provide educational programs that reflect the educational philosophy, goals, and needs of the community.
9. The Board of Education shall approve school philosophy, changes in the curriculum, and materials of instruction as per board policy.
10. The Board of Education shall evaluate the superintendent.
11. The Board of Education shall approve a school calendar for each school year.

	Huron School District #2-2	Code: BB
	Policies and Regulations	School Board Powers and Duties

School Board Powers and Duties (continued)

12. The Board of Education shall provide finances for efficient management of the schools, including the adoption of the amount of the tax levy.
13. The Board of Education shall develop plans regarding capital outlay and maintenance expenditures including building alterations and additions, new equipment, improvement of grounds, repair and replacement of buildings and equipment.
14. The Board of Education shall adopt a final budget upon the recommendations of the superintendent and the business manager.
15. The Board of Education shall designate depositories for schools.
16. The Board of Education shall approve for payment all bills and other disbursements upon the recommendation of the superintendent and the business manager.
17. The Board of Education shall approve the annual audited financial reports of the business manager.
18. The Board of Education shall conduct all school elections in accordance with the general election laws of the state.
19. The Board of Education shall perform such other functions and duties as required by law.

	Huron School District #2-2	Code: BB
	Policies and Regulations	School Board Powers and Duties

The statement of policies of the Board of Education shall be based upon a recognition of three district functions of school control and management:

1. Legislative Function

The Board of Education shall formulate policies for the general management of all schools within the district.

2. Executive Function

The Board of Education shall delegate to the superintendent as per job description its executive and administrative duties and responsibilities necessary for carrying out its policies and shall hold him/her responsible and accountable.

3. Appraisal Function

The Board of Education shall hold the superintendent responsible for furnishing complete information necessary for the Board's evaluation of the school program.


It is general practice for the Board of Education to act as a committee as a whole. Special committees shall be appointed as needed and dismissed when their tasks are completed.

In an effort to improve Board competence, education and development will be scheduled regularly and involve all board members.

The Board shall regularly appraise its own policies and practices.

Rules and regulations shall be guiding principles rather than detailed instructions. They shall reflect policy rather than administrative procedure, which is the responsibility of the superintendent.

Rules, regulations and policies shall be part of the minutes, on record and not to be modified except with consent of the Board of Education.


	Huron School District #2-2	Code: BC
	Policies and Regulations	Board Member Code of Ethics

Board Member Code of Ethics

Members of the District's Board of Education recognize that they are state officials of local government, elected to provide public education to the children in their communities. Members understand that alone, they have no authority – but convened as a Board at a legal meeting, they provide governance to the district and strive to improve student achievement.

In working to do so, the following standards of conduct will serve as a guide for the official conduct of board members:

1. I will consider myself a trustee of public education and will do my best to provide children in my community with high-quality educational opportunities.
2. I will recognize that the responsibility of the school board is to govern the District and forward its visions and goals by establishing effective policies, planning and appraisal.
3. I will practice good stewardship of the District's resources.
4. I will encourage community stakeholders to be engaged in public education and supportive of their students and schools.
5. I will leave the daily administration of schools to the superintendent.
6. I will respect the privileged communications from executive sessions and other administrative sources, and will not discuss confidential business of the Board at home, on the street or at work.
7. I will keep myself informed about education issues, through individual study and professional development, in an effort to become a more effective Board member.
8. I will express my honest and thoughtful opinions at Board meetings and will listen to the opinions of other Board Members.
9. I will make no disparaging remarks, in or out of the Board meeting, against Board members or their opinions.
10. I will refuse to use my position as a Board member for personal gain or the gain of special interests or partisan politics.
11. I will render decisions only after I have discussed matters with Board members, reviewed applicable data, and considered recommendations from the superintendent and

	Huron School District #2-2	Code: BC
	Policies and Regulations	Board Member Code of Ethics

Board Member Code of Ethics (continued)

community members – once a majority vote has been reached, I will support Board decisions.

12. I will vote for the most competent and best-trained personnel recommended by the superintendent, and will support them in the performance of their duties.
13. I will refer complaints, including personal criticism, to the superintendent, and only after the failure of an administrative solution will I discuss the matter at a Board meeting.
14. I will observe and enforce school district, state and federal laws, policies and regulations.
15. I will remember that my first and greatest concern is the educational welfare of all students attending the District's schools.



Huron School District #2-2

Policies and Regulations

Code: BD
Board Member Conflict
of Interest


Board Member Conflict of Interest

Public office is a trust created in the interest of the common good and for the benefit of the people. As public officials holding the respect and trust of the community, board members will not use the office for personal advantage.

A board member will not have any direct pecuniary interest in a contract with the school district; nor furnish directly any labor, equipment or supplies to the district; unless the amount involved is less than three thousand dollars (\$3000).


Each member shall decide if any potential conflict of interest requires disqualification from participation in board discussion or action. No board member may participate in discussion or vote on any issue in which the member has a conflict of interest if the following circumstances apply:

1. The member has a direct pecuniary interest in the matter before the Board; or
2. At least two-thirds of the Board votes that a member has an identifiable conflict of interest that should prohibit the member from voting on a specific matter.

	Huron School District #2-2	Code: BEA
	Policies and Regulations	Duties of the Board of Education President

Duties of the Board of Education President

1. The president shall preside at all meetings of the Board of Education when he/she is present. During his/her absence, the vice-president shall perform all functions normally carried out by the president.
2. He/She shall counter-sign all payments approved by the Board.
3. He/She shall sign all contracts or agreements approved by the Board.
4. He/She shall represent the district where such is deemed appropriate and/or necessary.
5. He/She shall appoint all special committees.
6. He/She shall confer with the superintendent regarding school-related matters when it is necessary. The president and the superintendent shall keep all Board members uniformly informed on relevant matters.
7. He/She shall call special meetings of the Board of Education, provided legal notice is given to all members. Legal notice may be written or oral, but must be received by all members.

	Huron School District #2-2	Code: BEB
	Policies and Regulations	Committees of the Board of Education

Committees of the Board of Education

The Board may authorize the establishment of committees from among its membership as it finds it necessary to study operations in specific areas and to make recommendations for Board action. The functions of committees will ordinarily be fact-finding, deliberative and advisory, and their reports will be made to the Board for discussion and action. All committee appointments will be for no longer than necessary to discharge the completion of their assignment. The Board shall have no standing committees.

All committees will be appointed by the Board president. The superintendent will serve as an advisor to all committees and may attend any committee meeting.


As required by open records laws, any final recommendations, findings, or reports that result from a meeting of a committee established by the Board shall be reported in an open meeting of the Board. The Board shall delay taking any official action on the recommendation, findings, or reports until the next meeting of the Board.

Committees of Board of Education

The Board may authorize the establishment of committees from among its membership as it finds it necessary to study operations in specific areas and to make recommendations for Board action. The functions of committees will ordinarily be fact-finding, deliberative and advisory, and their reports will be made to the Board for discussion and action. All committee appointments will be for no longer than necessary to discharge the completion of their assignment. The Board shall have no standing committees.

All committees will be appointed by the Board president. The superintendent will serve as an advisor to all committees and may attend any committee meeting.

As required by open records laws, any final recommendations, findings, or reports that result from a meeting of a committee established by the Board shall be reported in an open meeting of the Board. The Board shall delay taking any official action on the recommendation, findings, or reports until the next meeting of the Board.

	Huron School District #2-2	Code: BEC
	Policies and Regulations	Advisory Committees to the Board

Advisory Committees to the Board

The Board will, when it deems appropriate, appoint citizen committees to counsel and assist the district in planning programs and projects. The Board will have the power to dissolve any advisory committee and will reserve the right to exercise this power at any time during the life of any committee.

Committee Appointment and Function

The following policies will govern the appointment and functioning of citizens committees:

1. The composition of a citizens committee will be broadly representative and will take into consideration the specific tasks assigned to the committee. Members of the professional staff may be appointed to such committees as members or consultants, as found desirable.
2. All appointments will be made by the Board, which may name a community selection committee to make nominations for the purpose of obtaining broader community presentation. The appointment of any staff members to such committees will be made by the Board upon recommendation of the superintendent.
3. Each committee will be clearly instructed as to:
 - The length of time each member is being asked to serve;
 - The service the Board wishes the committee to render, and the extent and limitations of the its responsibility
 - The resources the Board will provide;
 - The approximate dates on which the Board wishes to receive major reports;
 - Board policies governing citizen committees and relationship of these committees to the Board as a whole, to individual Board members, to the superintendent, and other members of the professional staff;
 - Responsibilities for the release of information to the press.
4. Recommendations of citizens' committees will be based on research and fact.
5. A school board possesses certain legal powers and prerogatives, which cannot be delegated or surrendered to others. Therefore, all recommendations of a citizens' committee much be submitted to the Board for official action.




Huron School District #2-2

Policies and Regulations

Code: BED
Compensation for School
Board Members

Compensation for School Board Members


Compensation for all members of the Board of Education shall be up to \$75 per meeting (regular or special). When on school business, school Board members may receive the mileage, meals, and lodging allowance authorized by state regulations.

	Huron School District #2-2	Code: BEE
	Policies and Regulations	Electronic Communication by Board Members

Electronic Communication by Board Members

Use of electronic mail (e-mail) by members of the Board of Education shall conform to the same standards of judgment, propriety and ethics as other forms of school board-related communication. Board members shall comply with the following guidelines when using e-mail in the conduct of Board responsibilities:

1. The Board shall not use e-mail as a substitute for deliberations at board meetings or for other communications or business properly confined to board meetings.
2. Board members shall be aware that e-mail and e-mail attachments received or prepared for use in board business or containing information relating to board business may be regarded as public records which may be inspected by any person upon request, unless otherwise made confidential by law.
3. Board members shall avoid reference to confidential information about employees, students or other matters in e-mail communications because of risk of improper disclosure. Board members shall comply with the same standards as school employees with regards to confidential information.

	Huron School District #2-2	Code: BEF
	Policies and Regulations	School Board and Superintendent Relationship

School Board and Superintendent Relationship


The Board of Education believes the success of its mission to create a high-quality environment where all children can learn depends on the cooperation between the Board of Education and the superintendent.

To achieve this common goal of student achievement, the Board of Education-superintendent governance leadership team will make every possible effort to develop a mutual understanding of their respective roles, create clear expectations and transparency, build professional trust and respect, and communicate openly and honestly with each other.

The Board believes that the legislation of policies is its most important function and that the execution of those policies is the function of the superintendent.

The superintendent will be responsible for the administrative and advisory functions of the Board. Strategic planning, policy making and superintendent evaluations are the functions of the Board. The Board retains final authority within the district, as charged by the South Dakota Legislature.

Together, the Board and the superintendent are a team, each playing a well-defined position.

	Huron School District #2-2	Code: BE
	Policies and Regulations	Organization of the Board of Education

Organization of the Board of Education

Composition, Terms and Election of School Board Members

The school board shall consist of five (5) members. Each regularly elected member shall serve three (3) years. The annual election date will be the second Tuesday in April (general municipal election). Newly elected members shall take office at the annual organizational meeting which shall be held on the second Monday in July.

Vacancies

A vacancy on the Board shall be filled by the Board, by appointment, at any legal meeting thereof until such vacancy can be filled by election at the next annual election. All elections to fill vacancies shall be for the balance of the unexpired term.

Appointments

At the organizational meeting, the Board of Education shall appoint the following: 1) business manager, for a one-year appointment. 2) school district attorney, and 3) truant officer.


Student Representation

One high school student shall be elected annually, and they shall participate in all Board meetings for a one-year term from July 1 to June 30. The student shall not attend executive sessions of the Board. The student will be non-voting member. The high school principal will have the responsibility of formulating specific procedures for conducting student elections and shall coordinate with the superintendent to provide training to the student elected to the Board. One student will be elected from grades 11 and 12. If a candidate is not elected from grades 11 and 12 the principal may take nominations from students in grade 10. Students will serve one-year terms and will be eligible to run for re-election.

Organizational Duties

At the organizational meeting, the Board of Education shall also:

- 1) select a president and a vice-president;
- 2) designate depositories of school funds;
- 3) authorize custodians for all accounts;
- 4) designate newspaper(s) for publishing legal minutes; and
- 5) take any other action deemed necessary.

	Huron School District #2-2	Code: BF
	Policies and Regulations	School Board Meetings/Procedures

School Board Meetings/Procedures

- 1) The regular monthly meeting days shall be set or established at the organizational meeting. Members of the Board and the media must be legally notified of any change in time or place for regular meetings as well as for special meetings.
- 2) An agenda for each regular meeting, prepared by the superintendent with the Board president and/or vice-president, will be distributed to each Board member at least two school days prior to the regular meeting. Board members, through the superintendent's office, may place an item of business on the agenda.
- 3) Special meetings may be held upon call of the president or the superintendent. Public notice of the meeting shall be given to members of the Board and the media either by personal communication or in written form. This notice should be given as far in advance of the meeting as possible.
- 4) All regular and special meetings are open to the public.
- 5) The rules contained in the current edition of *Robert's Rules of Order Newly Revised* shall govern the Board in all cases to which they are applicable and in which they are not inconsistent with any special rules of order the Board may adopt. In order to facilitate the work of the Board, the President has the authority to use less formal procedures at any time unless any board member objects.



School Board Meetings/Order of Business

The order of business is to be determined by the Board of Education as it may deem necessary. The following is a suggested order for a regular meeting.

- 1) Call to Order
- 2) Roll Call
- 3) Adoption of the Agenda
- 4) Consent Agenda
 - a) Approval and/or correction of minutes of previous meeting
 - b) Approval and/or corrections of the financial report
 - c) Consideration and approval of the bills

Board members may remove items from the consent agenda for discussion and action. The consent agenda may contain more items than the three items listed above.

- 5) Celebrate Successes in the District
- 6) Reports to the Board (school department reports, etc.)
- 7) Old Business (consideration of tabled items, committee reports, etc.)
- 8) New Business
- 9) Executive Session (if necessary)
- 10) Community Input
- 11) Adjournment



Huron School District #2-2

Policies and Regulations

Code: BFC
School Board Meetings..
Executive Session

School Board Meetings/Executive Session

Meetings of public boards shall be open to the public except as provided by law, which allows for executive or closed meetings to be held for the sole purposes of:

- a) discussing the qualifications, competence, performance, character, or fitness of any public officer or employee or prospective public officer or employee. The term "employee" does not include an independent contractor,
- b) discussing the expulsion, suspension, discipline, assignment, or the education program of a student,
- c) consulting with legal counsel or reviewing communications from legal counsel about proposed or pending litigation or contractual matters,
- d) preparing for contract negotiations or negotiating with employees or employee representatives, and
- e) discussing marketing or pricing strategies by a board or commission of a business owned by the state or any political subdivisions, when public discussions may be harmful to the competitive position of the business.

Prior to entering an executive session or closed meeting, the reason for the executive session must be stated on the record and approved by the Board following a motion and second. Any official action concerning such matters (considered in executive session) shall be made at an open official meeting.



Huron School District #2-2

Policies and Regulations

Code: BFD
School Board Meetings
Quorum

School Board Meetings/Quorum

Three members of the Board of Education shall constitute a quorum for transacting official business of the district. Board action—approval or rejection--requires three like votes.

In the event that two or more board members are excused from discussion and consideration of a matter pursuant to SDCL ch. 3-23 for a conflict of interest, the vote of a majority of the remaining board members present and voting shall be sufficient to take action.

13-8-10. Meetings of board—Election of officers—Designation of depository and newspaper—Quorum. The annual meeting shall be held on the second Monday of July unless otherwise designated by the board at the prior regular meeting. Regular meetings shall be on the second Monday of each month unless otherwise designated by the board at the annual meeting. At the annual meeting the school board shall organize by the election of a president and a vice president from its membership, and such officers shall serve until the next annual meeting. The board shall designate the depository or depositories as provided in § 13-16-15, and the custodians of all accounts; and designate the legal newspaper to be used for publishing all official notices and proceedings. A majority of the members of the school board constitutes a quorum for the purpose of conducting business. Any board action may be taken if it is approved by the majority of the members voting.

Special meetings may be held upon call of the president or in the president's absence by the vice-president, or a majority of the board members. Notice of such meeting shall be given by the business manager to the board members either orally or in writing in sufficient time to permit their presence.



Board of Education/Planning Efforts

Because the school board is ultimately responsible for all facets of school operations and programs, it is imperative that planning efforts be carried out regularly. The planning efforts include, but are not limited to those listed below:

- Individual Board members and the Board as a whole will be involved in available in-service activities. Such activities will include state conventions, in-district opportunities, statewide and regional legislative area meetings/workshops, national conventions, etc.
- The Board of Education will develop a strategic plan for the district and will outline goals and a timeline for implementation of those goals. This plan will be reviewed on an annual basis and be modified or added as necessary.
- At the beginning of each school year, the school board and administrators will meet to establish goals for the upcoming school year. Board members and administrators will also meet in the spring of the year to discuss outcomes of the goals. Board members will receive written reports regarding both meetings.
- Board members will periodically – e.g., once every five years – review the Board policy handbook as a whole, section by section. The purpose of the review will be to examine, discuss, clarify, and revise policies if necessary.
- The Board will cooperate with private and public agencies in the community in an effort to maintain open lines of communication with the agencies.

Because attainment of school goals requires mutual understanding and cooperation among the Board of Education, superintendent, administrators, certified and classified staff, and community patrons, a free and open exchange of views is desirable, proper, and necessary. This exchange will be encouraged by the school board.



Evaluation of Board Operational Procedures

The Board of Education shall, at the end of a specified length of time (5 years), measure its performance against stated objectives and/or functions and duties through a self-evaluation process.

The following areas of Board operations and relationships are representative of those for which objectives may be set and progress appraised:

- 1) Board member orientation and continuing development
- 2) Board meetings
- 3) Fiscal management/Facilities management
- 4) Board-community relations and communications
- 5) Board-superintendent relations
- 6) Student achievement/Instructional management
- 7) Planning and goal setting
- 8) Board-staff relations
- 9) Legislative leadership
- 10) Policymaking


	Huron School District #2-2	Code: BGB Board
	Policies and Regulations	Member Development Opportunities

Board Member Development Opportunities

Board members shall be encouraged to participate in meetings and activities of area, state, and national school board associations, as well as other educational groups, and to study, examine, and share the materials received from these organizations.

To advance their development as school board members, upon Board approval, travel and convention expenses shall be provided individual members as per established rates.

To help members develop understanding of the educational program, the superintendent shall request members of the professional staff to appear before the Board from time to time to present, discuss, and/or approve new developments in various areas of curriculum and instruction.

	Huron School District #2-2	Code: BGC School Board Study Sessions and Work Retreats
	Policies and Regulations	

School Board Study Sessions and Work Retreats

The Board of Education is tasked with a constant flow of governance issues that require action and is determined to expedite the business of the District. The Board of Education is also mindful of the importance of planning, brainstorming and thoughtful discussion.

At its discretion, the Board of Education may schedule study sessions or working retreats in order to provide the governance team an opportunity to deliberate without taking action. All study sessions or work retreats shall be open to the public and comply with state open meetings and public record laws.

Generally, study sessions and work retreats are not open to public input. However, the Board of Education may solicit input at the discretion of the Board Chair.



Policy Review and Evaluation

In an effort to keep its written policies up to date so that they may be used consistently as a basis for Board action and administrative decision, the Board will review its policies on a continuing basis.

The Board will evaluate how the policies have been executed by the school staff and weigh the results. It will rely on the school staff, students and the community to provide evidence of the effects of the policies, which it has adopted.

1. The superintendent is given the continuing commission of calling to the Board's attention all policies that are out of date or for other reason appear to need revision.
2. Each Board policy that is reviewed by the superintendent shall be presented to the Board as part of the District's effort to continually review board policy.
3. The Board directs the superintendent to recall all policy and regulation manuals periodically for purposes of administrative updating and Board review.



Huron School District #2-2

Policies and Regulations

Code: BHA
Board Review of
Regulations

Board Review of Regulations

The Board reserves the right to review administrative regulations at its discretion, but it will revise or veto such rules only when, in the Board's judgment, they are inconsistent with policies adopted by the Board.


Administrative regulations need not be approved by the Board in advance of issuance except as required by state law or in cases when strong community attitudes, or possible student or staff reaction, make it necessary or advisable for the regulation to have the Board's advance approval.

Before issuance, regulations will be properly titled and coded as appropriate to subject and in conformance with the codification system selected by the Board. Those officially approved by the Board will be so marked; all others appearing in this manual will be considered approved provided they are in accordance with the accompanying Board policy.

	Huron School District #2-2	Code: BHB
	Policies and Regulations	Suspension of Policies

Suspension of Policies

Board policies may be suspended only upon an affirmative vote of two-thirds of the members present, or, if only three members are present, only upon a unanimous vote.

	Huron School District #2-2	Code: BH
	Policies and Regulations	Board Policy Development .. Adoption

Board Policy Development/Adoption

The formulation and adoption of written district policies shall constitute the basic method by which the Board of Education shall exercise its leadership in the operation of the district.

Policy issues may be presented by any Board member or by the superintendent, but all proposed policies shall be referred to the superintendent for review and analysis by the appropriate staff members before being considered by the Board. The superintendent shall formulate the proposed policy statement and present it to the Board for consideration.

To permit time for study of all new policies or amendments to policies and to provide an opportunity for others to react, proposed policies or amendments will be presented as an agenda item to the Board in the following sequence:

1. Information item – distribution with agenda (this may be an announcement that a policy is being developed in a particular area and that interested persons may submit suggestions).
2. Discussion item (First reading) – first reading of proposed policy or policies; response from superintendent; report from any Board or advisory committee assigned responsibility in the area; Board discussion and directions for any redrafting.
3. Action item (Second reading) – discussion, adoption or rejection.

It is intended that the Board and/or the superintendent shall inform affected persons of a proposed policy following its presentation as an information item. Any testimony received by the superintendent or individual Board members shall be presented to the Board at the time of the first or second reading on a policy.

Amendments to the policy at the action stage will not require repetition of the sequence, unless the Board so directs. When necessary, the Board may dispense with the above sequence to meet emergency conditions.

Policies adopted by the Board shall become effective immediately, unless specified otherwise in the motion for adoption. Once adopted, policies of the Board shall be distributed to the community, staff and students.

The formal adoption of policies shall be recorded in the minutes of the Board. Only those written statements so adopted and so recorded shall be regarded as official Board policy.

	Huron School District #2-2	Code: BFB Public Participation at Board Meetings
	Policies and Regulations	

Public Participation at Board Meetings


Regular, special, and emergency meetings of the Board are open to the public. Executive sessions are not open to the public. The Board, as an elected representative body of the school district, wishes to provide an opportunity for citizens to express interests and concerns related to the school district.

Board meetings are conducted for the purpose of carrying on the official business of the school district. The meetings are not public forum meetings, but are meetings held in public. The purpose of Board meetings is to discuss, deliberate, and, when appropriate, take actions on the issues presented to the Board by the Superintendent or other Board members.

The Board welcomes citizens of the district to attend its sessions so they may become better acquainted with the operation and programs of the schools.

In order to ensure that citizens who wish to appear before the Board, and, at the same time, conduct its meeting properly and efficiently, the following procedures have been adopted:

1. Any individual who desires to speak about an item on the agenda must notify the superintendent or the Board president prior to the beginning of the meeting. The request to speak may be communicated orally or in written form. The individual may speak on the item when the agenda item is called. The person addressing the Board may not engage in a debate with the Board about the items. Each person is to state their position in a clear, concise manner. The person may ask for clarification on an item. As appropriate, the Board president may authorize a Board member or the administration to clarify the issue.
2. Persons who wish to speak about an item that is not on the agenda must notify the superintendent or the Board president prior to the beginning of the meeting. Persons who present such a request will be allowed to speak about the topic before the meeting is adjourned during community input. However, no response will be made by the Board or superintendent without further study of the issue presented. Community input is not designed as a forum to discuss personnel or specific students. Patrons are encouraged to use our grievance procedure to address such concerns.
3. Citizens who wish to have an item included on an agenda for a future board meeting shall submit the item to the superintendent's office at least ten (10) days prior to the meeting of the Board at which they desire for the item to be included. The superintendent shall refer the citizen to the appropriate party if the item is confidential, concerns personnel in the district, or is more appropriate to be handled by the Board's grievance policy prior to inclusion as an agenda item. The citizen bringing the item may present to the Board why he/she brought the item to the Board. Agenda items may or may not be addressed by the board at that initial meeting or any subsequent meetings. The board may ask questions as necessary to clarify the issue or item of concern, but may or may not take further action. Emergency items may be considered at the discretion of the Board.
4. Presentations should be as brief as possible. Unless an extension of time is granted, a speaker shall be limited to five (5) minutes or to such limitations as imposed by the Board president. Total time for

	Huron School District #2-2	Code: BFB Public Participation at Board Meetings
	Policies and Regulations	

testimony on a topic will be limited to fifteen (15) minutes per side. Any additional time is at the discretion of the Board president. Any comments or questions for the Board outside of these parameters during the meeting must be demonstrated by a raising of the hand and may be allowed at the discretion of the Board president. The Board encourages public input, but must also conduct business before the Board in a timely manner.

The Board vests in its president or other presiding officer authority to:

- Terminate the remarks of any individual when he/she does not adhere to the rules established above;
- Prohibit public comments which are frivolous, repetitive, or harassing;
- Interrupt, warn, or terminate a participant's statement when the statement is too lengthy, personally directed, abusive, obscene, or irrelevant;
- Request any individual to leave the meeting when that person behaves in a manner that is disruptive of the orderly conduct of the meeting;
- Request the assistance of law enforcement officers in the removal of a disorderly person when that person's conduct interferes with the orderly progress of the meeting
- Call for a recess or an adjournment to another time when the lack of public decorum so interferes with the orderly conduct of the meeting as to warrant such action.



SECTION B – School Board Governance & Operations POLICY REVIEW 2024

CHANGE LOG

1. BA –Operational Goals - Updated Letterhead, no change to policy
2. BB –Legal Status - Updated letterhead, changed policy name and contents, New policy
3. BBA – Powers and Duties – Coded differently same policy as BB
4. BBAA – Board Member Authority – New policy
5. BBB – School Board Elections – New Policy
6. BBBA – Qualifications – New Policy
7. BBBB – Oath to Office – New Policy
8. BC – Board Member Code of Ethics Delete entire policy and adopt new policy BBF
9. BBC – Resignation / Removal from Office – New Policy
10. BBE – School Board Member Vacancy – New Policy
11. BBEA – Unexpired Term Fulfillment Procedure – New Policy
12. BBF – Board Member Code of Ethics – New policy replacing BC
13. BD – Board Member Conflict of Interest - Delete entire policy and adopt new policy BBFA
14. BBFA – Board Member Conflict of Interest – new policy replacing BD
15. BCA – Annual Board Organizational Meeting – New Policy
16. BEA – Duties of the Board of Education President – Retire policy and adopt BCB
17. BCB – Board Officers – New Policy, replacing BEA
18. BEF – School Board & Superintendent Relationship – Retire policy, adopt BCD
19. BCD- School Board & Superintendent Relationship – new policy replacing BEF
20. BEB – Committees of the Board of Education – Retire policy adopt BCE
21. BCE – Board Committees – New policy replaying BEB
22. BEC – Advisory Committees to the Board – Retire policy adopt BCF
23. BCF - Advisory Committees to the Board – New Policy replacing BEC
24. BCG – School Attorney – New Policy
25. Retire BF – School board meetings – procedures and BFA – School Board Meetings – order of business and adopt BD
26. BD – School Board Meetings – new policy replaying BF and BFA
27. BEE – Electronic Communications by Board Members – Retire and adopt BDA
28. BDA – - Electronic Communications by Board Members - New policy replacing BEE
29. BGC – School Board Study Session and Work Retreats – Retire and adopt BDB
30. BDB - School Board Study Session and Work Retreats – new policy replacing BGC
31. BFC – Executive Sessions – retire and adopt BDC
32. BDC – Executive Sessions – New Policy replacing BFC




Huron School District #2-2

Policies and Regulations

Section B School Board Governance & Operations

33. **BDDA – Notification of school board meetings – New Policy**
34. **BDDB – Board Meeting Agendas and format – New Policy**
35. **BDDC – Agenda Preparation and Dissemination – New Policy**
36. **BFD – School Board Meetings Quorum – retire code and adopt BDDD code combine policy**
37. **BDDD – Quorum – New policy code replacing BFD**
38. **BDDE – Parliamentary Procedure – New Policy**
39. **BDDF – Voting Method – New Policy**
40. **BDDG – Minutes – New Policy**
41. **BDDH - Public Participation at Board Meetings – New policy replacing BFB**
42. **BE -Organization of the Board of Education – New letterhead no policy changes**
43. **BED – Compensation for School Board Members – Retire and adopt BHD**
44. **BFB – Public Participation at Board Meetings – Retire and adopt BDDH**
45. **BFC- Board Policy Development and Adoption – New policy replacing BH**
46. **BFCA – Board Regulations and Handbooks – New policy**
47. **BFF – Suspension of Policies and Regulations – New policy replacing BHB**
48. **BG – Board of Education Planning Efforts – New letterhead no policy changes**
49. **BGA – Evaluation of Board of Operational Procedures – Retire and adopt BK**
50. **BGB – Board Member Development Opportunities – update letterhead no policy change**
51. **BH – Board policy development adoption – Retire and replace with BFC**
52. **BHA – Board Review of Regulations – update letterhead no policy changes**
53. **BHAA – Board Member Education – New Policy**
54. **BHB – Suspension of Policies – Retire and adopt BFF (Code used for new policy)**
55. **BHD – Board Member Compensation and Expenses – New Policy replacing BED**
56. **BJ – School Board Memberships – New Policy**
57. **BK – Evaluation of Board of Operational Procedures – New Policy Replacing BGA**

	Huron School District #2-2	CODE: BA Objectives of Board Operations
	Policies and Regulations	

Priority Objectives of Board Operations

The statement of policies of the Board of Education shall be based upon a recognition of three district functions of school control and management:

1. Legislative Function

The Board of Education shall formulate policies for the general management of all schools within the district.

2. Executive Function

The Board of Education shall delegate to the superintendent as per job description its executive and administrative duties and responsibilities necessary for carrying out its policies and shall hold him/her responsible and accountable.

3. Appraisal Function


The Board of Education shall hold the superintendent responsible for furnishing complete information necessary for the Board's evaluation of the school program. It is general practice for the Board of Education to act as a committee as a whole. Special committees shall be appointed as needed and dismissed when their tasks are completed. In an effort to improve Board competence, education and development will be scheduled regularly and involve all board members.

The Board shall regularly appraise its own policies and practices.

Rules and regulations shall be guiding principles rather than detailed instructions.

They shall reflect policy rather than administrative procedure, which is the responsibility of the superintendent.

Rules, regulations and policies shall be part of the minutes, on record and not to be modified except with consent of the Board of Education

	Huron School District #2-2	CODE: BB School Board Legal Status
	Policies and Regulations	

School Board Legal Status

The School Board derives its authority from the Constitution of the State of South Dakota, from the acts of the State Legislature, the electorate of the district and the regulations of the South Dakota Board of Education Standards and State Board of Technical Education.

As expressed in the law, the Board is the governing board of a school district, and is created. ". . . for the purpose of organizing, maintaining, and locating schools and for providing educational opportunities and services for all citizens residing within the school district."

The Board will consist of 5 members, elected at large by the registered voters of the district. Except as otherwise provided by law, Board members will hold office for terms of three years.



Huron School District #2-2

Policies and Regulations

CODE: BBA
School Board Powers and Duties

School Board Powers and Duties

1. The Board of Education is the publicly designated steward at the local level for the education of children and youth. It is charged with the educational welfare of all students irrespective of age, sex, race, ethnicity or ability to learn. It recognizes the essential link between educational excellence and the economic and social health of the community.
2. The Board of Education is responsible for formulating policies for the general management of the schools in the district. Although the Board shall designate authority to the superintendent and his/her staff, the Board is responsible to district patrons for the results produced.
3. The Board of Education shall select a superintendent to fulfill administrative responsibilities as per board policy and statute.
4. The Board of Education shall select a business manager to fulfill administrative responsibilities as per board policy and statute.
5. The Board of Education shall elect, promote and/or dismiss all employees as per board policy and statute.
6. The Board of Education may accept, modify and/or reject the recommendations of the superintendent and may call for new recommendations.
7. The Board of Education shall approve salary schedules, employment policies, transportation contracts and agreements involving school business upon the recommendations of the superintendent.
8. The Board of Education shall provide educational programs that reflect the educational philosophy, goals, and needs of the community.
9. The Board of Education shall approve school philosophy, changes in the curriculum, and materials of instruction as per board policy.
10. The Board of Education shall evaluate the superintendent.
11. The Board of Education shall approve a school calendar for each school year
12. The Board of Education shall provide finances for efficient management of the schools, including the adoption of the amount of the tax levy.



Huron School District #2-2

Policies and Regulations

CODE: BBA
School Board Powers and Duties

13. The Board of Education shall develop plans regarding capital outlay and maintenance expenditures including building alterations and additions, new equipment, improvement of grounds, repair and replacement of buildings and equipment.

14. The Board of Education shall adopt a final budget upon the recommendations of the superintendent and the business manager.

15. The Board of Education shall designate depositories for schools.

16. The Board of Education shall approve for payment all bills and other disbursements upon the recommendation of the superintendent and the business manager.

17. The Board of Education shall approve the annual audited financial reports of the business manager.

18. The Board of Education shall conduct all school elections in accordance with the general election laws of the state.

19. The Board of Education shall perform such other functions and duties as required by law.



Huron School District #2-2

Policies and Regulations

CODE: BBA
School Board Powers and Duties

The statement of policies of the Board of Education shall be based upon a recognition of three district functions of school control and management:

1. Legislative Function

The Board of Education shall formulate policies for the general management of all schools within the district.

2. Executive Function

The Board of Education shall delegate to the superintendent as per job description its executive and administrative duties and responsibilities necessary for carrying out its policies and shall hold him/her responsible and accountable.

3. Appraisal Function

The Board of Education shall hold the superintendent responsible for furnishing complete information necessary for the Board's evaluation of the school program.

It is general practice for the Board of Education to act as a committee as a whole. Special committees shall be appointed as needed and dismissed when their tasks are completed.

In an effort to improve Board competence, education and development will be scheduled regularly and involve all board members.

The Board shall regularly appraise its own policies and practices.

Rules and regulations shall be guiding principles rather than detailed instructions. They shall reflect policy rather than administrative procedure, which is the responsibility of the superintendent.

Rules, regulations and policies shall be part of the minutes, on record and not to be modified except with consent of the Board of Education.

	Huron School District #2-2	CODE: BBAA Board Member Authority
	Policies and Regulations	

Board Member Authority

The powers delegated to a School Board by the state are delegated to the Board as a whole. No authority is granted Board members acting as individuals.

The Board exercises its powers and duties only in properly called meetings, where a majority of the Board constitutes a quorum to transact business. Except when performing a specific duty as ordered by the Board, the decision, and actions of a single member of the Board are not binding on the entire Board.

	Huron School District #2-2	CODE: BBB School Board Elections
	Policies and Regulations	


School Board Elections

The school board shall select the date of the annual school election by resolution no later than the first regular meeting after January 1st of each year. The annual election shall be held between the second Tuesday in April and the third Tuesday in June between the hours of 7:00 a.m. and 7:00 p.m..

The school district and the municipality have the option of holding combined school district-municipal elections. Subject to approval of the governing bodies, the combined election may be held on the date set by the school district or the general municipal election (second Tuesday in April). Expenses and all other governmental responsibilities of a combined election are to be shared in an agreed upon manner by the governing bodies of the school district and the municipality.

Following each annual school election held pursuant to §13-7-10, the school board, within 60 days of the official canvas, shall include in the school board minutes the following information:

1. The number of registered voters of the school district on the date voter registration closes;
2. The number of registered voters of the school district who voted in the election;
3. The percentage of registered voters of the school district who voted in the election
4. The date of the election, and if the election was held in conjunction with a regular municipal election as provided in §13-7-10.1 or with the regular June primary as provided in §13-7-10.3.

	Huron School District #2-2	CODE: BBBA
	Policies and Regulations	Board Member Qualifications

Board Member Qualifications

A person is legally qualified to become a member of a school board if he or she is a United States citizen, complies with the provisions of law relating to the registration of voters and is a qualified elector, at least 18 years of age and not otherwise disqualified.

In accordance with state law, no elective county, municipal, or state officer or holder of any other office, whose duties are incompatible or inconsistent with the duties of the school board member will be eligible for such membership. This includes the elected offices of legislator, county commissioner and the municipality.



Huron School District #2-2

Policies and Regulations

CODE: BBBB
Board Member Oath of Office

Board Member Oath of Office

Before taking office, all Board members will take an oath of office as required by law. Newly elected members will take and subscribe to the oath on the second Monday in July at the annual meeting, at which time they also assume their duties of office. Appointed members will take and subscribe to the oath at the meeting following their appointment. All oaths will be filed in the office of the business manager.



Huron School District #2-2

Policies and Regulations

CODE: BBC
Board Member
Resignation/Removal from Office

Board Member Resignation/Removal from Office

According to the provisions of state law, a vacancy occurs on the School Board when an incumbent:

1. Dies.
2. Is removed from office;
3. Fails to qualify as provided by law;
4. Ceases to be a resident of the district, or representation area, where elected;
5. Is convicted of an infamous crime or of any offense involving a violation of the official oath of office;
6. Has a judgment obtained against him for breach of official bond;
7. Becomes incapable of attending to the duties of a board member;
8. Assumes the duties of an office incompatible with the duties of the board member;
9. Resigns and a successor is appointed and qualified as prescribed by law.
10. The resigning member will continue to serve in his or her official capacity as a Board member until the successor is appointed and qualified as prescribed by law.



Huron School District #2-2

Policies and Regulations

CODE: BBE
School Board Member Vacancy

School Board Member Vacancy

When a vacancy occurs on the board due to the failure to elect a person to succeed a school board member whose term has expired, or an elected school board member's failure to qualify, or a school board member's resignation, the vacancy shall be filled by all school board members, including the vacating member.

When a vacancy occurs on the board due to death of a board members, is removed from the board pursuant to law, ceases to be a resident of the school district or representation area where elected**, is convicted of any infamous crime or of any offense involving a violation of the member's official oath, has a judgment obtained against the member for breach of the member's official bond, is incapacitated and is unable to attend to the duties of the position, or assumes the duties of an office incompatible with the duties of a school board member, the remaining board members are responsible for the appointment of a new board member.

The new appointee will qualify as if elected, at or before the next school board meeting. The appointee will serve until the next succeeding election, at which time a successor will be elected to serve the unexpired term.

** A school board member who is displaced from the district by flood, tornado, fire, or other natural disaster may continue to serve until the expiration of the member's term



Huron School District #2-2


Policies and Regulations

CODE: BBEA
Unexpired Term Fulfillment
Procedure

Unexpired Term Fulfillment Procedure

Appointments to unexpired terms will be made by the board as follows:

1. An announcement of the vacancy will be published in the official newspaper.
2. The announcements will invite individuals to submit applications or nominations to the Board by a date set by the Board.
3. The Board will meet in executive session to discuss qualifications, interests, attitudes, and goals of the potential candidate.
4. The Board will interview potential appointees in executive session.
5. The appointment of the new member will be made by a majority of the Board members at an open meeting.
6. Action on the appointment will be included on the published agenda for the meeting.

	Huron School District #2-2	CODE: BBFA
	Policies and Regulations	Board Member Conflict of Interest

Board Member Conflict of Interest

Public office is a trust created in the interest of the common good and for the benefit of the people. As public officials holding the respect and trust of the community, board members will not use the office for personal advantage.

A board member will not have any direct pecuniary interest in a contract with the school district or furnish directly any, equipment or supplies to the district unless the amount involved is less than five thousand dollars (\$5,000).

Each member shall decide if any potential conflict of interest requires disqualification from participation in board discussion or action. No board member may participate in discussion or vote on any issue in which the member has a conflict of interest if the following circumstances apply:

1. "Direct pecuniary interests," when a school board member votes on a matter benefiting the board member's own property or affording a direct financial gain;
2. "Indirect pecuniary interests," when a school board member votes on a matter that financially benefits one closely tied to the official, such as an employer, or family member;
3. "Direct personal interest," when a school board member votes on a matter that benefits a blood relative or close friend in a non-financial way; and
4. "Indirect Personal Interest," when a school board member votes on a matter in which an individual's judgment may be affected because of membership in some organization and a desire to help that organization further its policies; or
5. At least two-thirds of the Board votes that a member has an identifiable conflict of interest that should prohibit the member from voting on a specific matter.



Annual Board Organizational Meeting

The annual organizational meeting of the Board will be held on the second Monday of July, unless otherwise designated by the Board at the previous regular meeting.

The meeting will be called to order by the business manager and the oath of office will be given by the business manager to all newly elected Board members. The business manager will conduct the election for the School Board President. The Board President will assume office and will conduct the election for the Vice-President. The persons elected as President and Vice President shall serve in the positions until the next annual meeting.

BUSINESS ITEMS

Items of business to come before the annual meeting may include but are not limited to:

1. Setting of date, time and place for regular meetings (required);
2. Designation of official depository or depositories (required);
3. Designation of the custodians of all accounts (required);
4. Authorize business manager to electronically transfer funds for specifically authorized purposes;
5. Designation of official legal newspaper (required);
6. Designation of school board member(s) who in addition to the school board president have the authority to countersign checks drawn by the business manager (required);
7. Authorization of continuation of existing funds or accounts and the establishment of any new accounts;
8. Establishment of school board committees (such as finance, curriculum, negotiations, facility, transportation, policy review and development and such other committees as determined by the school board) and school board representatives to serve on other boards as applicable (i.e., educational cooperative board, equalization board, ASBSD Delegate Assembly, etc.);
9. Setting bond for school business manager (required), and in discretion of school board, set bonds for school board members and other employees;
10. Appointment of truancy officer;
11. Appointment of Title IX compliance officer;



Huron School District #2-2

Policies and Regulations

CODE: BCA
Annual Board Organizational
Meeting

12. Appointment of Rehabilitation Act Section 504 compliance officer;
13. Appointment of Americans with Disabilities Act compliance officer;
14. Appointment of Age Discrimination Act compliance officer;
15. Appointment of Asbestos compliance officer;
16. Designation of parliamentary procedure guidelines for Board meetings;
17. Authorization of business manager to invest and reinvest funds in institution, which serves greatest advantage to school district;
18. Selecting date of annual school election;
19. Setting school activities admission fees;
20. Authorization of superintendent to close school in emergency situations and in case of inclement weather and setting chain of command in event superintendent is absent;
21. Establish Board of Education compensation;
22. Designation of School District Attorney(s);
23. Authorize participation in associations (i.e., ASBSD, SDHAA, etc.).



Huron School District #2-2

Policies and Regulations

CODE: BCB
Board Officers

Board Officers


PRESIDENT

The president will preside at all meetings of the Board and will perform other duties as directed by law, state regulations and by this Board. In carrying out these responsibilities the president will:

1. Countersign all orders drawn by the business manager for claims approved by the Board;
2. Appoint or provide for the election of all committees, of which he or she will be an ex-officio member;
3. Confer with the superintendent as may be necessary and desirable on school or related matters;
4. Call special meetings of the Board;
5. Be entitled to vote and discuss on all matters before the Board; and
6. Perform such other duties as may be prescribed by the Board.

VICE-PRESIDENT

The Vice-President of the Board will assume the duties and responsibilities of the President in his or her absence. He or she will also perform such other duties as may be assigned by the Board.

	Huron School District #2-2	CODE: BCD
	Policies and Regulations	School Board & Superintendent Relationship

School Board & Superintendent Relationship

The board believes the success of its mission to create a high-quality learning environment where all children can learn depends upon the cooperation between the board and the superintendent.

To achieve this common goal of student achievement, the board-superintendent governance leadership team will make every possible effort to develop a mutual understanding of their respective roles, create clear expectations and transparency, build professional trust and respect, and communicate openly and honestly with each other.

The board believes that the legislation of policies is its most important function and that the execution of those policies is the function of the superintendent.

The Superintendent will be responsible for the administrative and advisory functions of the board. Strategic planning, policy making and superintendent evaluation are the functions of the board. The board retains final authority within the district, as charged by the South Dakota Legislature.

Together, the Board and the Superintendent are a team, each playing a well-defined position.



Huron School District #2-2

Policies and Regulations

CODE: BCE
Board Committees

Board Committees

The Board may authorize the establishment of committees from among its membership as it finds it necessary to study operations in specific areas and to make recommendations for Board action.

All committees will be appointed by the Board president. The Board president and the Superintendent will serve as ex-officio members of all committees.

The functions of committees will ordinarily be fact-finding, deliberative and advisory, and their reports will be made to the Board for discussion and action. All committee appointments will be for no longer than necessary to discharge the completion of their assignment.




Advisory Committees to the Board

The Board will, when it deems appropriate, appoint citizens committees to counsel and assist the district in planning programs and projects. The Board will have the power to dissolve any advisory committee and will reserve the right to exercise this power at any time during the life of any committee.

COMMITTEE APPOINTMENT AND FUNCTIONS

The following policies will govern the appointment and functioning of citizens committees:

1. The composition of a citizens committee will be broadly representative and will take into consideration the specific tasks assigned to the committee. Members of the professional staff may be appointed to such committee as members or consultants, as found desirable.
2. All appointments will be made by the Board, which may name a community selection committee to make nominations for the purpose of obtaining broader community presentation. The appointment of any staff members to such committees will be made by the Board upon recommendation of the Superintendent.
3. Each committee will be clearly instructed as to:
 - a. The length of time each member is being asked to serve;
 - b. The service the Board wishes the committee to render, and the extent and limitations of its responsibility;
 - c. The resources the Board will provide;
 - d. The approximate dates on which the Board wishes to receive major reports;
 - e. Board policies governing citizens committees and the relationship of these committees to the Board as a whole, to individual Board members, to the Superintendent, and other members of the professional staff;
 - f. Responsibilities for the release of information to the press.
4. Recommendations of citizens committees will be based on research and fact.
5. A school board possesses certain legal powers and prerogatives, which cannot be delegated or surrendered to others. Therefore, all recommendations of a citizens committee must be submitted to the Board for official action.

	Huron School District #2-2	CODE: BCG School Attorney
	Policies and Regulations	

School Attorney

The Board may appoint an attorney at its discretion to advise and represent the district.

It will be the duty of the school attorney to advise the Board and the Superintendent on the specific legal problems submitted to him or her. The school attorney will attend meetings upon request and will be sufficiently familiar with Board policies, practices and actions under these policies and requirements of the school code to enable him or her to offer the necessary legal advice.

	Huron School District #2-2	CODE: BD School Board Meetings
	Policies and Regulations	

School Board Meetings

REGULAR MEETINGS

All regular official School Board meetings will be held on the second Monday of each month, unless otherwise designated at the annual organizational meeting of the Board.

The official meetings of the school board are open to the public unless a specific law is cited by the school board to close the official meeting to the public. An official meeting is any meeting of a quorum of the school board at which official business of the school district is discussed or decided, or public policy is formulated, whether in person or by means of teleconference.

Subject to the following rules, any person may record, through audio or video technology, a school board meeting that is open to the public as long as the recording is reasonable, obvious, and not disruptive.

A person who wishes to audio or video record some or all of an official school board meeting must inform the school board president/chairperson or superintendent prior to the beginning of the meeting of the person's intent to record. At the beginning of the meeting, the school board president will then inform all persons present of the recording.

The quantity and type of recording equipment used shall be subject to the discretion of the school board, and the school board president/chairperson shall have the discretion to exclude or terminate recording of the meeting. This discretion is not to be exercised in an effort to restrict the public's right to be informed of school board meeting proceedings, but only where these rules have been violated.

Recording equipment must not produce distracting light or noise, and no artificial lighting device of any kind shall be employed with a video camera.

Recording equipment must not obstruct the vision of persons attending the school board meeting and their ability to see all school board members.

Any person violating the rules set forth above may be directed to cease the recording or leave the premises.

The School Board shall reserve at every official meeting a period for public comment, limited at the Board's discretion as to the time allowed for each topic and the total time allowed for public comment, but not so limited as to provide for no public comment. Public comment is not required at official meetings held solely for the purpose of meeting in executive session, an inauguration, swearing in of newly elected officials, or presentation of an annual report to the School Board.




SPECIAL MEETINGS

Special meetings may be called by the President of the Board, or in his or her absence the Vice-President, or a majority of the Board members. Notice stating the time and place of any special meeting and the purpose for its call will be given to each Board member and the Superintendent by the Business Manager, either orally or in writing, in sufficient time to allow each member's presence. No business other than that stated in the notice will be transacted at a special meeting. Local news media that have requested notice will be notified of the special meeting by mail, e-mail, delivered in person or telephone prior to the meeting.

TELECONFERENCE

Any official meeting, including executive meetings, may be conducted by teleconference. A teleconference is an exchange of information by audio, video, or electronic medium, including the internet. A member is deemed present if the member answers present to the roll call conducted by teleconference for the purpose of determining a quorum. Each vote at an official meeting held by teleconference may be taken by voice vote. If any member votes in the negative, the vote shall proceed to a roll call vote. Teleconferences may be used to conduct a hearing. If the school board conducts an official meeting by teleconference, the school board shall provide a place at which the public may listen to and participate in the teleconference meeting. For any official meeting held by teleconference, which has less than a quorum of school board members participating in the meeting who are present at the location open to the public, arrangements shall be provided for the public to listen to the meeting via telephone or internet. The requirement to provide one or more places for the public to listen to the teleconference does not apply to an executive meeting.

	Huron School District #2-2	CODE: BDA
	Policies and Regulations	Electronic Communication by Board Members

Electronic Communication by Board Members

An exchange of information by audio, video, or electronic medium, including the internet, by a quorum of the school board and when official business of the school district is discussed or decided, or public policy is formulated, is subject to school district policies BD and BDDA and open meetings laws.

1. Board members shall not use electronic communication as a substitute for discussion or decision-making at regular or special board meetings open to the public.

2. School board members shall not use electronic communication to discuss or reach a consensus, majority opinion or unofficial decision, related to school district business.



Huron School District #2-2

Policies and Regulations

CODE: BDB
School Board Study Session and
Work Retreats

School Board Study Session and Work Retreats

The Board is tasked with a constant flow of governance issues that require action and is determined to expedite the business of the District. The Board is also mindful of the importance of planning, brainstorming and thoughtful discussion.

At its discretion, the board may schedule study sessions or working retreats in order to provide the governance team an opportunity to deliberate without taking action. All study sessions or work retreats shall be open to the public and comply with state open meetings and public records laws.

Generally, study sessions and work retreats are not open to public input. However, the Board may solicit input as the discretion of the Board Chair.

	Huron School District #2-2	CODE: BDDA
	Policies and Regulations	Notification of School Board Meetings

Notification of School Board Meetings

Notice of all regular meetings of the Board will be given to the press, the public and all Board members. Dates of regular meetings of the Board will be provided in annual announcements made available in printed form to the news media and the public, following the setting of the dates, times and place of Board meetings at the annual meeting.

Public notice shall be given by posting the proposed agenda on the schools website and in a place that is visible, readable and accessible at least 24 hours prior to any meeting. The notice shall be posted at the building in which the school board holds its meeting. Local news media that have requested notice will be notified in person, by mail, email or telephone. Meetings conducted via telephone conference call are subject to the public notice law.

Except in rare emergencies, notification for all special, rescheduled meetings will be sent to the media in time for the public to be notified at least 24 hours in advance. When 24 hours printed notice of a special meeting cannot be given to the public, the Superintendent will make every effort to make the meeting known to the public through other channels.

All Board members will be personally notified by the Superintendent of special meetings in sufficient time to allow each member's presence.



Huron School District #2-2

Policies and Regulations

CODE: BDDDB
Board Meeting Agendas and
Format

Board Meeting Agendas and Format

The school board is committed to conducting the public's business in public and providing community members an opportunity to observe and participate in school board meetings. In keeping with those commitments, and to provide for the orderly conduct of the district's business, the superintendent, in cooperation with the board president, will prepare board meeting agendas that outline matters to be brought to the school board's attention at meetings.

The district will attempt to accommodate anyone who may request to have an item placed on a board meeting agenda, provided the request is reasonable, timely and made in a manner consistent with board policy and board meeting procedures. Each agenda will reflect that the board reserves suitable time at each meeting to allow citizens to address the board.

The board will follow the order of business established by the agenda unless the order is altered or items amended by a vote of the board.

CONSENT AGENDA

To encourage efficiency during school board meetings, the school board may elect to use a consent agenda for items which usually do not require discussion or explanation. A consent agenda allows the board to consider and vote on certain items as a group with a single motion.

Any school board member may request to remove any item from the consent agenda. The request does not require a second or a vote by the school board. An item removed from the consent agenda will be discussed and acted upon immediately following the consideration of the consent agenda.

AGENDA FORMAT

At regular meetings, the following will be the order of business; however, the particular order may vary from meeting to meeting in keeping with the business at hand:

1. Call to order
2. Roll call
3. Establishment of a quorum
4. Adoption of the agenda
5. Community Input
6. Conflict Disclosure and Consideration of Waivers
7. Consent agenda
8. Superintendent's report



Huron School District #2-2

Policies and Regulations

CODE: BDDB
Board Meeting Agendas and
Format

9. Old business

a. ____

b. ____

10. New business

a. ____

b. ____

11. * Executive Session(s)

a. SDCL 1-25-2 (__ ** __)

b. SDCL 1-25-2 (__ ** __)

12. Adjournment



Huron School District #2-2

Policies and Regulations

CODE: BDDC
Agenda Preparation and
Dissemination

Agenda Preparation and Dissemination

The proposed agenda for all meetings of the Board will be prepared by the Superintendent in consultation with the Board President.

Items of business may be suggested by any Board member, staff member or citizen of the district. The agenda for official school board meetings, other than official meetings held solely for the purpose of meeting in executive session, will allow time for remarks from the public who wish to speak briefly before the Board.

The Board will follow the order of business set up by the agenda unless the order is altered by a majority vote of the members present. Items not on the posted proposed agenda may be discussed and acted upon only if a majority of the Board agrees to consider the item at the time the Board members adopt an amended agenda at the time of agenda adoption.

To ensure the board has the information necessary to make informed decisions, the superintendent may prepare and disseminate information to supplement items on the boards meeting agenda. All members of the school board will receive the agenda and any related supplemental information in advance of the board meeting and with ample time to review the material.

The proposed agenda, together with supporting materials, will be distributed to Board members at least 24 hours prior to regularly scheduled Board meetings to permit them time to give items of business careful consideration.

The supporting material shall either be posted on the school district's website or made available at the business office at least twenty-four hours prior to the meeting, or at the time the material is distributed to the school board, whichever is later. If the material is not posted on the school district's website, at least one copy of the printed material shall be available in the meeting room for inspection by any person while the school board is considering the printed material. However, the public's right to access printed information does not apply to any material or record that is legally exempt from disclosure.

The Board shall provide public notice, with proposed agenda, that is visible, readable, and accessible for at least an entire, continuous twenty-four hours immediately preceding any meeting, by posting a copy of the notice, visible to the public, at the building in which the Superintendent's office is located. The proposed agenda shall include the date, time, and location of the meeting. The notice shall also be posted on the public body's website upon dissemination of the notice. For special or rescheduled meetings, the information in the notice shall be delivered in person, by mail, by email, or by telephone, to members of the local news media who have requested notice.

	Huron School District #2-2	CODE: BDDD Quorum
	Policies and Regulations	

Quorum

A majority of the school board membership constitutes a quorum for the transaction of school business.

Three members of the Board of Education shall constitute a quorum for transacting official business of the district. Board action—approval or rejection--requires three like votes. In the event that two or more board members are excused from discussion and consideration of a matter pursuant to SDCL ch. 3-23 for a conflict of interest, the vote of a majority of the remaining board members present and voting shall be sufficient to take action.




Parliamentary Procedure

The Board of Education shall utilize Robert's Rules of Order for Parliamentary Procedure as the guide for conducting official meetings held by the Board of Education. However, in utilizing Robert's Rules of Order for Parliamentary Procedure as a guide it is not intended nor is it required that there be strict compliance with Robert's Rules of Parliamentary Procedure. The Board President/Chairperson shall make all decisions related to parliamentary procedure that may arise during the course of a meeting. Any Board member may appeal the decision of the Board President/Chairperson to the full Board (school board members present at the meeting), and the Board shall, by majority vote, decide the procedural issue or question pending before the Board.

The purpose of parliamentary procedure is:

1. to establish guidelines by which the business of the governing board can be conducted in a regular and internally consistent manner;
2. to organize the meetings so that all necessary matters can be brought to the Board and that decisions of the Board can be made in an orderly and reasonable manner;
3. to insure that members of the Board, concentrating on the substantive issues at hand, have the necessary information to make decisions, and to insure adequate discussion of decisions to be made; and
4. to insure that meetings and actions of the Board are conducted so as to be informative to the staff and the public, and to produce a clear record of actions taken and decisions made.

	Huron School District #2-2	CODE: BDDF Voting Method
	Policies and Regulations	

Voting Method

As the elected officials responsible for the governance of the school district, the board sets the direction for the school district through the establishment of policies and by taking other official actions.

Any board action may be taken if it is approved by the majority of members voting.

Votes on all motions and resolutions will be by “ayes” and “nays.” No secret ballots will be used.

At the discretion of the president or on the request of a member, a show of hand vote will be made and the vote of members will be recorded. Any member may request a roll call vote.



Huron School District #2-2

Policies and Regulations

CODE: BDDG
Minutes

Minutes

The minutes of the meetings of the School Board are the written permanent records of the school district. The business manager will keep minutes of all the official actions of the Board. The minutes will include:

1. A record of all actions taken by the Board, with the vote of each member recorded except in cases of unanimous votes.
2. Resolutions and motions. This will include a detailed statement of all expenditures of money, with names of persons to whom payment is made for service rendered or goods furnished; a detailed statement of receipts, and balance on hand; and expenditures and receipts of custodial accounts.
3. A record of the disposition of all matters on which the Board considered, but did not take action.
4. The salaries of all employees will be published after the July organizational meeting, and total payroll by department monthly.

The unapproved minutes will be available for inspection by any person within 10 business days after the meeting.

Within 20 days after a Board meeting, minutes of the meeting will be published in the local newspaper, as in accordance with law. The business manager will sign each legal publication submitted to the newspaper.

The Board will approve the minutes of every meeting within 45 days after that meeting. The presiding officer and the business manager will sign the minutes of all regular and special meetings after approval by the Board. Any change or correction in the minutes will be reflected in the minutes of the meeting at which the changes are made.



Huron School District #2-2

Policies and Regulations


CODE: BDDG
Minutes

Following each annual school election held pursuant to §13-7-10, the school board, within 60 days of the official canvas, shall include in the school board minutes the following information:

1. The number of registered voters of the school district on the date voter registration closes;
2. The number of registered voters of the school district who voted in the election;
3. The percentage of registered voters of the school district who voted in the election;
4. The date of the election, and if the election was held in conjunction with a regular municipal election as provided in §13-7-10.1 or with the regular June primary as provided in §13-7-10.3.

If the annual election was not held because there was not a contested vacancy for the school board and no question was submitted to the voters, the school board shall provide that information in the school board minutes.

All minutes will be open to inspection by the public during the regular office hours of the business manager.

	Huron School District #2-2	CODE: BDDH
	Policies and Regulations	Public Participation at Board Meetings

Public Participation at Board Meetings

The School Board recognizes and respects the input which may be provided by the public on school district matters. The Board also recognizes and respects the distinction between a school board meeting that is open to the public and a public hearing held by the school board.

- At a school board meeting which is open to the public, members of the public may be present, observe and listen to the school board conduct its business and may speak during the school board meeting consistent with this policy.
- At a public hearing held by the school board, there is usually one topic presented by the District and discussed. The public is given the opportunity to speak and be heard on the topic which is the reason for the public hearing. This type of meeting allows for public participation under the rules designed specifically for that meeting and is not subject to this policy.

This Policy applies only to school board meetings held in open session. Matters addressed in executive session pursuant to SDCL 1-25-2 are not open to the public.

Complaints against school employees or students, and complaints related to sexual harassment or bullying, must be addressed according to specific School District policies before being addressed by the School Board.

When a complaint against a school employee or a student is brought to the Board during the public forum, the Board President/Chairperson will direct the person bringing the complaint to the applicable complaint procedure. The complaint procedures are designed to ensure the proper balance in protecting the rights of the person(s) bringing the complaint and the rights of the person against whom the complaint is made. The Board will address the complaint only if the matter has been appealed to the Board pursuant to the applicable complaint policy.

Persons making references about a specific school employee or employees, or a specific student or students during the public forum should be mindful that based upon what the person says during the public forum the employee(s) or student(s) about whom the comments are made may have legal recourse against the person voicing the complaint.



Huron School District #2-2

Policies and Regulations

CODE: BDDH
Public Participation at Board
Meetings

Persons speaking during the Public Forum at a school board meeting shall not cause public inconvenience, annoyance, or alarm to the school board or any person, and shall not engage in threatening behavior, make unreasonable noise, be disruptive, boisterous, argumentative, or threatening, shall not make comments which are disrespectful to one or more persons, and shall not use profanity.

In order to assure that the Board may conduct its meetings in a respectful and efficient manner, the procedure for public participation at regularly scheduled monthly school board meetings is as follows:

1. Agenda and Non-Agenda Items:

Before the meeting is called to order, an individual who desires to speak at a school board meeting must verbally or in writing inform the Superintendent, the Business Manager or the Board President of the person's desire to speak and the topic upon which the person intends to speak. The requesting party must sign a form (prepared by the school district) with their name, address, email and topic to be addressed.

During the time designated for Public Forum the Board President will recognize the person who signed up to speak and the person may speak on the topic according to the rules set forth in this policy.

A speaker shall be granted 5 minutes to present comments to the school board. Upon receiving a request for an extension of time from the speaker, the school board, upon a motion being made and passed by a majority of school board members present and voting, may grant an additional amount of time not to exceed 5 minutes. Additional extensions may be granted only upon a two-thirds vote of school board members present and voting.

Should a number of persons wish to address the school board on the same agenda item, or should the comments become repetitious, the School Board President, in the President's sole discretion, may shorten the time for comments to two minutes per person in order that persons wishing to address the school board may be heard and still allow the school board sufficient time to conduct its agenda business.



Huron School District #2-2

Policies and Regulations

CODE: BDDH
Public Participation at Board
Meetings

2. Adding an Item to the School Board Meeting Agenda in Order to Request Specific School Board Action:

Any person or delegation (with one person being the spokesperson for the delegation) making a specific request to the school board which would require formal action by the school board must present a written request to the Superintendent for the item to be placed on the school board meeting proposed agenda. The written request must be submitted to the Superintendent at least five calendar days before the school board meeting.

The specific request to add an item to the agenda shall clearly identify what is being requested and why, signed by the person making the request, and include the person's name, address, email and telephone number.

The Superintendent will forward the request to the School Board President and the Board President will decide whether the item will be placed on the proposed agenda. Whether any item is to be addressed at the school board meeting is determined by a majority of school board members at the beginning of the school board meeting when the school board adopts the proposed agenda as printed or adopted after being modified.

If the item on the meeting agenda is adopted by the school board, the person or spokesperson for the delegation who has submitted the request for specific school board action will be granted 10 minutes to explain the request to the school board. Upon receiving a request for an extension of time from the speaker, the school board, upon a motion being made and passed by the majority of school board members present, may grant an additional amount of time not to exceed 5 minutes. Additional extensions may be granted only upon a two-thirds vote of school board members present and voting.

In the sole discretion of the school board, requests to the school board for specific action submitted after the proposed agenda has been posted may be:
deferred until the next regular meeting or a special school board meeting, or
added to the meeting agenda for discussion purposes only, or
added to the agenda for discussion and possible action.



Huron School District #2-2

Policies and Regulations

CODE: BDDH
Public Participation at Board
Meetings

3. Authority of Presiding Officer:

The Board vests in its presiding officer the authority to terminate the right of any person to speak at the end of the time granted pursuant to provision 1.d, provision 1.e. or provision 2.d. as set forth in this policy. The presiding officer may also terminate the right of a person to speak at a school board meeting should the person cause public inconvenience, annoyance, or alarm to the school board or any person, engage in threatening behavior, make unreasonable noise, disturb or be disruptive of an official school board meeting, or when comments are disrespectful to one or more persons, boisterous, argumentative, threatening, or contain profanity.

If deemed necessary by the presiding officer, the presiding officer may contact local law enforcement to have a person removed from the school board meeting as it is a violation of law for a person to intentionally cause or create a risk of serious public inconvenience, annoyance, alarm or disturbance at a school board meeting.



Huron School District #2-2

Policies and Regulations

CODE: BE
Organization of the Board of
Education

Organization of the Board of Education

Composition, Terms and Election of School Board Members

The school board shall consist of five (5) members. Each regularly elected member shall serve three (3) years. The annual election date will be the second Tuesday in April (general municipal election). Newly elected members shall take office at the annual organizational meeting which shall be held on the second Monday in July.

Vacancies

A vacancy on the Board shall be filled by the Board, by appointment, at any legal meeting thereof until such vacancy can be filled by election at the next annual election. All elections to fill vacancies shall be for the balance of the unexpired term.

Appointments

At the organizational meeting, the Board of Education shall appoint the following: 1) business manager, for a one-year appointment. 2) school district attorney, and 3) truant officer.


Student Representation

One high school student shall be elected annually, and they shall participate in all Board meetings for a one-year term from July 1 to June 30. The student shall not attend executive sessions of the Board. The student will be non-voting member. The high school principal will have the responsibility of formulating specific procedures for conducting student elections and shall coordinate with the superintendent to provide training to the student elected to the Board. One student will be elected from grades 11 and 12. If a candidate is not elected from grades 11 and 12 the principal may take nominations from students in grade 10. Students will serve one-year terms and will be eligible to run for re-election.

Organizational Duties

At the organizational meeting, the Board of Education shall also:

- 1) select a president and a vice-president;
- 2) designate depositories of school funds;
- 3) authorize custodians for all accounts;
- 4) designate newspaper(s) for publishing legal minutes; and
- 5) take any other action deemed necessary.

	Huron School District #2-2	CODE: BFC Board Policy Development and Adoption
	Policies and Regulations	

Board Policy Development and Adoption

School District policies approved by the Board have the full force and effect of law, and legally bind the school district.

Adoption of new policies or changing existing policies is solely the responsibility of the Board. It is through the adoption of written policies that the Board exercises its legal responsibility for the operation of the School District. Policies will be adopted and/or amended only by the affirmative vote of a majority of the members of the Board.


Proposals regarding new and amended school district policies may originate at any of several sources including but not limited to: a parent, a student, a school district patron, an employee, a member of the Board, the Superintendent, a consultant, a civic group.

The Board may:

- approve the new policy or policy amendment,
- amend the new policy or policy amendment and then approve as amended,
- reject the new policy or policy amendment, or
- defer action on the new policy or policy amendment until a later date.

Policies will be effective upon adoption by the Board. The Board will review School District policies on a continuing basis.

The Board's policies are a public record. Policies are available for reviewing and copying in the administrative offices of the school district during regular office hours. Policies may also be viewed on the District's website.

	Huron School District #2-2	CODE: BFCA Board Regulations and Handbooks
	Policies and Regulations	

Board Regulations and Handbooks

Regulations:

School board regulations are rules necessary to carry out the intent of school board policies. All regulations must have board approval. Regulations must be consistent with, and not contrary to, policies adopted by the Board.

Unless the regulation is proposed by the Board, all proposed new regulations shall be submitted by the Superintendent to the Board for approval prior to implementation.

Regulations become effective upon adoption by the Board. The Board will review its regulations on a continuing basis.

Principals may establish procedures for conducting activities in their attendance centers consistent with board policies and regulations.


The Board's regulations are a public record. Regulations are available for reviewing and copying in the administrative offices of the school district during regular office hours. They may also be viewed on the District's website.

Handbooks:

Staff and student handbooks must conform with district policies and regulations. Prior to the commencement of each academic year, all staff and student handbooks will be presented by the Superintendent to the Board for approval. Staff and student handbooks shall be effective upon Board approval.


Handbooks published specifically for a particular group of employees will be distributed to all of the employees affected. Handbooks published for students will be distributed to all affected students.

Staff and student handbooks are a public record. The handbooks are available for reviewing and copying in the administrative offices of the school district during regular office hours. Handbooks may also be viewed on the District's website.

	Huron School District #2-2	CODE: BFF Suspension of Policies and Regulations
	Policies and Regulations	

Suspension of Policies and Regulations

Board policies and regulations may be suspended only upon an affirmative vote by at least two-thirds of the members of the School Board.

	Huron School District #2-2	CODE: BG Board of Education Planning Efforts
	Policies and Regulations	


Board of Education Planning Efforts

Board of Education/Planning Efforts

Because the school board is ultimately responsible for all facets of school operations and programs, it is imperative that planning efforts be carried out regularly. The planning efforts include, but are not limited to those listed below:

- Individual Board members and the Board as a whole will be involved in available in-service activities. Such activities will include state conventions, in-district opportunities, statewide and regional legislative area meetings/workshops, national conventions, etc.
- The Board of Education will develop a strategic plan for the district and will outline goals and a timeline for implementation of those goals. This plan will be reviewed on an annual basis and be modified or added as necessary.
- At the beginning of each school year, the school board and administrators will meet to establish goals for the upcoming school year. Board members and administrators will also meet in the spring of the year to discuss outcomes of the goals. Board members will receive written reports regarding both meetings.
- Board members will periodically – e.g., once every five years – review the Board policy handbook as a whole, section by section. The purpose of the review will be to examine, discuss, clarify, and revise policies if necessary.
- The Board will cooperate with private and public agencies in the community in an effort to maintain open lines of communication with the agencies.

Because attainment of school goals requires mutual understanding and cooperation among the Board of Education, superintendent, administrators, certified and classified staff, and community patrons, a free and open exchange of views is desirable, proper, and necessary. This exchange will be encouraged by the school board.


	Huron School District #2-2	CODE: BGB Board Member Development Opportunities
	Policies and Regulations	

Board Member Development Opportunities

Board members shall be encouraged to participate in meetings and activities of area, state, and national school board associations, as well as other educational groups, and to study, examine, and share the materials received from these organizations.

To advance their development as school board members, upon Board approval, travel and convention expenses shall be provided individual members as per established rates.

To help members develop understanding of the educational program, the superintendent shall request members of the professional staff to appear before the Board from time to time to present, discuss, and/or approve new developments in various areas of curriculum and instruction.

	Huron School District #2-2	CODE: BHA Board Review of Regulations
	Policies and Regulations	


Board Review of Regulations

The Board reserves the right to review administrative regulations at its discretion, but it will revise or veto such rules only when, in the Board's judgment, they are inconsistent with policies adopted by the Board.

Administrative regulations need not be approved by the Board in advance of issuance except as required by state law or in cases when strong community attitudes, or possible student or staff reaction, make it necessary or advisable for the regulation to have the Board's advance approval.

Before issuance, regulations will be properly titled and coded as appropriate to the subject and in conformance with the codification system selected by the Board.

Those officially approved by the Board will be so marked; all others appearing in this manual will be considered approved provided they are in accordance with the accompanying Board policy.

	Huron School District #2-2	CODE: BHAA Board Member Education
	Policies and Regulations	

Board Member Education

It is the policy of the District that Board members become and remain knowledgeable about their roles and the issues with which they deal. The Board Chair and the Superintendent are responsible for assuring that information on leadership development opportunities is available to all members.

Each Board member shall regularly receive training on Board member roles and responsibilities, conflict of interest, school board governance, open meetings laws, school finance, state aid and budget, school programs, State Department of Education functions, legislative activities, laws related to public employees, Board policies, teaching materials, facilities, school services, needs of community, interested public service organizations, techniques of good public relations, and education issues in general.

New members shall participate in the new board member orientation which covers all of the topics addressed in the preceding paragraph to familiarize themselves with all aspects of Board operation.

The Board President and Superintendent will hold at least two conferences with the new Board member, one which will be held with the Board member-elect and the second within thirty (30) days of the Board member taking the oath of office. The conferences shall include, but are not limited to:

1. Discussion of the Board's work, objectives and purposes;
2. Discussion on the legislative function of the Board and the administrative functions of the Superintendent;
3. Information provided to the new Board member related to School Board Policies, District curriculum and content standards, bussing and meal services, facilities, school finances and funding, collective bargaining, and other pertinent matters;
4. Tour of the school facilities.

All Board members shall regularly participate in meetings and activities of area, state and national school boards associations, other educational groups, and review materials received from these organizations.


Board members will be reimbursed for travel and other expenses related to participation in training activities offered by Associated School Boards of South Dakota and other organizations. Funds will be budgeted for school board member training.

	Huron School District #2-2	CODE: BHD
	Policies and Regulations	Board Member Compensation and Expenses

Board Member Compensation and Expenses

For attendance at regular and special board meetings, board members shall receive a per diem as determined by the School Board at the annual reorganization meeting. The per diem may not exceed one-hundred sixty-six dollars (\$166.00) for attending a meeting. A board member shall also receive the per diem for each day the member was actually engaged in the service of the Board when authorized by the Board.


In addition to the per diem, Board members will receive a travel allowance as authorized by the State Board of Finance.

	Huron School District #2-2	CODE: BJ School Board Memberships
	Policies and Regulations	

School Board Memberships

The Board will maintain membership in the Associated School Boards of South Dakota and in other state, regional and national educational organizations for the benefits that can be derived for the district.

The materials and other benefits of institutional memberships will be distributed and used to the best advantage of the district.

	Huron School District #2-2	CODE: BK
	Policies and Regulations	Evaluation of School Board Operational Procedures


Evaluation of School Board Operational Procedures

The Board will annually review its own performance in terms of generally accepted principles of successful board operations and in relation to its goals and objectives. The Board self-evaluation shall address performance in the key functions of vision, structure, accountability, conduct, ethics and advocacy. The results of the self-evaluation shall be used in setting goals for the subsequent year. Evaluation will indicate the strengths of the Board and the areas of needed improvement.

To help the Board meet this goal, the following elements will be included in the self-evaluation process.

1. Board members will be involved in the development of an evaluation instrument and procedures by which they will evaluate themselves.
2. The Board evaluation instrument will be completed by individual board members on a confidential basis and submitted to the Board Chair, or the designee, for compilation.
3. The Board will meet, with no other items on the agenda, at a study or executive session and with all members present, to review and discuss the composite results.
4. Each conclusion will be supported by objective evidence.

Upon final discussion of the results, the Board will develop both short and long-range goals and objectives to ensure continued proficiency in its areas of excellence, to strengthen weak areas, and to improve the efficiency of the Board.

	Huron School District #2-2	Code: GCDB Criminal Background Checks
	Policies and Regulations	

BACKGROUND CHECKS

Definitions

Authorized Persons: Individuals determined by the superintendent or designee to need access to or need to view criminal history record information in their official capacity with the district.

Criminal History Record Information (CHRI): A criminal history of an individual obtained through the South Dakota Division of Criminal Investigation (SDDCI) and/or the Federal Bureau of Investigation (FBI) using the individual's fingerprints. CHRI includes information on the arrest, detention, complaint, indictment or former criminal charge of an individual as well as the disposition of any charges. The FBI rules differ from the DCI rules regarding the disclosure of criminal history record information.


Criminal Justice Information Services (CJIS): The FBI's Criminal Justice Information Services Division, or CJIS, provides a range of state-of-the-art tools and services to law enforcement, national security and intelligence community partners, and the general public. Its purpose is to equip law enforcement, national security, and intelligence community partners with the criminal justice information needed to protect the United States and the public. The CJIS Division was established in 1992 to serve as the focal point and central repository for criminal justice information services in the FBI. It is the largest division in the FBI.

Local Agency Security Officer (LASO): liaison with SDDCI to ensure the agency is in compliance with security procedures. The LASO shall (1) maintain a list of users who have access to CHRI, (2) Identify and maintain a list of persons who are authorized to use the approved hardware, software and firmware to access CHRI and ensure no unauthorized individuals have access to this technology, (3) identify and document how the equipment is connected to the state system, (4) ensure that personnel security screening procedures are being followed, (5) ensure that approved and appropriate security measures are in place and working as expected, (6) promptly notify the MSHP South Dakota Division of Criminal Investigation of any security incidents, and (7) support any district security audits.

Noncriminal Agency Coordinator (NAC): primary contact person for the District who serves as the liaison between the District and SD Division of Criminal Investigation, responsible for notifying SDDCI when a new employee starts or an employee leaves so SDDCI can keep CJIS Security training records current and such other duties as required.

Point of Contact (POC): District's contact person when SDDCI sends out Audit information, the contact person when an onsite Audit is scheduled.

Security Incident: An act of violating an explicit or implied security policy regarding CHRI including, but not limited to (1) attempts (either failed or successful) to gain unauthorized access to a system or its data, (2) unwanted disruption or denial of service, (3) the unauthorized use of a system for the processing or storage of data, and (4) changes to system hardware, firmware or software characteristics without the district's knowledge, instruction or consent.

	Huron School District #2-2	Code: GCDB Criminal Background Checks
	Policies and Regulations	


Policy Statement

The District is committed to providing a safe learning and working environment. As part of this effort, and in accordance with state and federal law, regulations, and policies, the district will require each person over eighteen years of age hired by the district, who is a **regularly-scheduled volunteer two or more times** during the school year, or is a volunteer chaperoning an overnight trip, or is employed by an entity which provides the District **direct or indirect** **with** student services shall be required to submit to a criminal background investigation, by means of fingerprint checks by the Division of Criminal Investigation and the Federal Bureau of Investigation. The district and its employees, officers and agents will only obtain CHRI when authorized by law and will only use CHRI, or the personally identifiable information first obtained by the district in CHRI, for the purposes of determining whether a person should be employed by the district.

In accordance with law and to protect the district's students, criminal background checks on persons who are employed in the district, who is a **regularly-scheduled volunteer two or more times** during the school year, or is a volunteer chaperoning an overnight trip, or are employed by an entity which provides the District **direct or indirect** **with** student services shall be required. **Examples of non-school entities which provide student services include but are not limited to food service and bus service contractors.** The criminal background investigation shall be done by means of fingerprint checks by the Division of Criminal Investigation. If no disqualifying record is identified at the state level, the fingerprints shall be forwarded by the Division of Criminal Investigation to the Federal Bureau of Investigation for a national criminal history record check. The district and district employees will comply with state and federal law, rules, procedures and policies regarding the receipt, use and dissemination of criminal history record information of any individual.


Designations

1. The Superintendent, as the Agency Representative, is responsible for signing the SD Division of Criminal Investigation (SDDCI) User Agreement on behalf of the District.
2. The Superintendent's Administrative Assistant shall be the District's Point of Contact(POC) and Noncriminal Agency Coordinator (NAC) to act as the primary contact person for the District, shall serve as the liaison between the District and SD Division of Criminal Investigation, and will fulfill all responsibilities of the POC/NAC, including but not limited to being the contact person when SDDCI sends out Audit information, shall be the contact person when an onsite Audit is scheduled, and responsible for notifying SDDCI when a new employee starts or an employee leaves so SDDCI can keep CJIS Security training records current.
3. The Business Manager is designated to be the Local Agency Security Officer (LASO) to act as liaison with SDDCI to ensure the agency is in compliance with security procedures. The LASO shall be knowledgeable in CHRI, policies and mandated rules and regulations as well as knowledge of IT security procedures. The LASO shall actively represent the District in all matters pertaining to information security, dissemination of information security alerts and other material within the District, and responsible for contacting SDDCI if there has been misuse of CHRI.

	Huron School District #2-2	Code: GCDB Criminal Background Checks
	Policies and Regulations	


Criminal Background Checks

1. Each person over eighteen years of age hired by the district, who is a regularly scheduled volunteer two or more times during the school year, or is a volunteer chaperoning an overnight trip, or is employed by an entity which provides the District direct or indirect with student services shall be required to submit to a criminal background investigation.
2. The school district shall submit completed fingerprint cards to the Division of Criminal Investigation before the prospective new employee or volunteer enters into service.
3. If no disqualifying record is identified at the state level, the fingerprints shall be forwarded by the Division of Criminal Investigation to the Federal Bureau of Investigation for a national criminal history record check.
4. The District shall not pay any fees charged for the cost of fingerprinting or the criminal background investigation for any person whose employment with the District is subject to the requirements of this section. The District shall pay any fees charged for the cost of fingerprinting or the criminal background investigation for any person whose status as a volunteer is subject to the requirements of this section.
5. Any person hired to officiate, judge, adjudicate, or referee a public event sponsored by a school district is not required to submit to a criminal background investigation.
6. Any person whose employment or status as a volunteer is subject to the requirements of this section may enter into service on a temporary basis pending receipt of results of the criminal background investigation. The District may, without liability, withdraw its offer of employment or terminate the temporary employment or status as a volunteer without notice if the report reveals a disqualifying record.
7. The criminal investigation required by this section with respect to a student teacher completing requirements for teacher certification shall be conducted by the District, and the District may rely upon the results of that investigation for employment of that person as an employee of the district. Results of a criminal background investigation conducted by another South Dakota public school district of a student teacher, hired by the District, may be relied upon by the District.
8. No person may be employed by the District, either directly or by contract, and no person employed by a contract provider and who would have direct student responsibilities may provide direct student services, if the person has been convicted of a crime of violence (murder, manslaughter, rape, aggravated assault, riot, robbery, burglary in the first degree, arson, kidnapping, felony sexual contact, felony child abuse, or any other felony in the commission of which the perpetrator used force, or was armed with a dangerous weapon, or used any explosive or destructive device), sex crimes (including but are not limited to, rape, felony sexual contact with a minor under sixteen, sexual contact with a

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person incapable of consenting, possessing, manufacturing, or distributing child pornography, and sexual exploitation of a minor), or distribution or trafficking in controlled substances or distribution of marijuana.

- a. The District may also refuse to employ a person who has been convicted of a crime involving moral turpitude. "Moral turpitude" is defined "an act done contrary to justice, honesty, principle, or good morals, as well as an act of baseness, vileness, or depravity in the private and social duties which a person owes to his fellow man or to society in general.
 - b. The District may consider any criminal conviction in making a hiring decision. The District has the sole and absolute discretion to determine whether the results of a criminal background investigation disqualify a person from employment within the District.
 - c. For purposes of this policy, the term conviction means a plea or verdict of guilty or a conviction following a plea of nolo contendere (no contest) in this state or any other state.
9. The District's employment application form shall inform applicants that if no SD statutorily disqualifying conviction is identified at the state level the fingerprints will be forwarded by the S.D. Division of Criminal Investigation to the Federal Bureau of Investigation for a national criminal history record check.
 10. The application form shall also inform applicants that if the applicant believes the criminal background result is incorrect or incomplete in any respect and the applicant wishes changes, corrections or updating of the alleged deficiency, the applicant should make application directly to the agency which contributed the questioned information or direct the applicant's challenge as to the accuracy or completeness of any entry on the applicant's [record](#) to the FBI, Criminal Justice Information Services (CJIS) Division, ATTN: SCU, Mod. D-2, 1000 Custer Hollow Road, Clarksburg, WV 26306.
 11. Should an applicant be disqualified from employment due to the results of a criminal background check, the District shall inform the applicant that the criminal background check results prohibit the District from employing the person. The District will not delay the employment hiring decision solely because the applicant seeks to correct his or her FBI criminal history record information (CHRI).
 12. Before a person's conditional employment is terminated as a result of the person's CHRI, the District shall inform the person whose conditional employment is subject to termination that the criminal background report reveals a conviction which prohibits the District from employing the person, and inform the person of his or her right to appeal the accuracy or completeness of the CHRI to the SDDCI or FBI. Employees shall be afforded procedural due process consistent with their employment status (i.e., whether the person is an employee-at-will, a school-year employee, or a ten month or twelve month employee) should termination of conditional employment be a possibility following the District's receipt of the CHRI.

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13. All employees and other persons required to submit to a criminal background check pursuant to this policy must notify the district in writing if they are convicted of any offense of domestic violence, child abuse, sex offense, drug (including marijuana) or any felony offense. This notification must be made as soon as possible, but no later than five business days after the event.
14. The District reserves the right to require any employee or volunteer to submit to additional criminal background checks at the district's expense. The district reserves the right to require any employee of an entity which provides the District ~~direct or indirect~~ with student services to submit to additional criminal background checks which shall be at the entity's or person's expense.
15. As required by state law, SDCL 13-10-15, if, as the result of a criminal conviction the school board suspends an employee without pay, or an employee resigns, or an employee is terminated, the superintendent shall within ten days of the date of the suspension or the date the employment is severed report the circumstances and the name of the employee to the S.D. Department of Education.

Training

The District will ensure that all employees who have access to CHRI shall be trained by SDDCI on the rules and responsibilities for the confidentiality, receipt, use and dissemination of the CHRI.

Confidentiality

1. Before requesting CHRI on any individual, the district will give the individual written notification that his or her fingerprints will be used to obtain the CHRI of the individual, and the district will provide the individual a copy of the statement "Noncriminal Justice Applicant's Privacy Rights." Exhibit GCDB-E(1).
2. Information received by the district pursuant to a criminal background check is confidential. Only authorized persons within the district may access, view or use CHRI. Authorized persons may not share or otherwise disclose information contained in CHRI to unauthorized persons unless explicitly allowed for in this procedure.
3. Unless otherwise allowed by law, the District will only use this information for the district's internal purposes in determining the suitability of an applicant, employee, or other worker on district property. The district will note in an employee's or applicant's personnel file that the background check was completed and if the person was disqualified by the CHRI for employment or assignment. The District will keep the CHRI in a separate file in a location that is only accessible to persons who need to know the information to carry out their responsibilities with the District.
4. Individuals that have access to CHRI will receive CJIS security training provided by SD DCI. Once the individual has completed the CJIS online training and has taken the test each individual will receive and acknowledge in writing the receipt of the following: (1) User Rules of Behavior

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Acknowledgement form, (2) CHRI Disciplinary Policy, and (3) Acknowledgment Statement of Misuse. The District will keep a copy of the signed documents in each individual's personnel file.


Access and Retention

1. The District may print or electronically share records when necessary to determine whether the person is authorized to work for the district. In those situations, the physical or electronic copy will be destroyed immediately after the decision is made.
2. If the District runs a background check on employees of a contractor that does business with the district, the district will not provide the CHRI to the contractor. Instead, the district will provide a clearance letter notifying the contractor whether the employee is cleared to provide services in the district.
3. The District will not disseminate CHRI across state lines.
4. Upon request the district will provide a copy of the SDDCI CHRI to the person who is the subject of the background check. The SDDCI CHRI will only be released to the individual and not to relatives, spouses or friends. The District will note in the dissemination log that a copy was provided to the individual.
5. ~~FBI rules prohibit the District from providing a~~ A copy of the FBI CHRI may be given to the person who is the subject of the criminal background check as long as they provide a valid picture identification.
6. The results of the background investigation done by the District may shall be transferred to another South Dakota public school district if the other public school district, or current District employee, submits a written request to the District that the results be transferred to the other public school district. The District employee who was the subject of the criminal background investigation must sign a written release authorizing the transfer. The information will be sent by U.S. Mail or encrypted email.
7. The District will retain CHRI records during the period of the individual's employment or service to the District, and will retain for 5 years after the end of the employment or service.

Recordkeeping

A Secondary Dissemination Log shall be maintained in which all authorized disseminations of FBI and State DCI criminal background check results are recorded. The following shall be recorded in the District's Secondary Dissemination Log:

1. name of District;
2. name of person subject to the criminal background check review;
3. date of birth of person subject to the criminal background check review;

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4. SD public school district requesting FBI and DCI criminal background check results and person/title requesting on behalf of the SD public school district;
5. written request signed by person subject to the criminal background check review for a copy of the SDDCI criminal background check results, attached to the Secondary Dissemination Log; **NOTE: FBI CHRI cannot be released to the person who is the subject of the criminal background check.**
6. date of release of criminal background check results;
7. description of the record that was shared;
8. how the record was sent or received
9. person to whom criminal background check results were disseminated;
10. signature of District employee disseminating the criminal background check review pursuant to a valid request.

The Secondary Dissemination Log shall be maintained until the onsite audit is complete and the District receives from the SD Division of Criminal Investigation written notice of a successful Policy Compliance Review, unless the log is needed or required for other purposes.

Security

The district will provide for the security of any CHRI received, including the appropriate administrative, technical and physical safeguards to provide for the security and confidentiality of the information. This includes, but is not limited to, the following:

1. The LASO shall maintain a list of school district authorized persons who have access to CHRI.
2. In those cases when the District has physical copies of CHRI, the District will restrict access to authorized persons only. Physical copies of CHRI, if any, will be maintained in a controlled, secure environment, such as a locked cabinet in a room that is free from public or unauthorized access. The room or the locked cabinet will include an "Authorized Personnel Only" sign.
3. The District will not routinely maintain electronic copies of CHRI; however, in the rare instance where the district has electronic copies of CHRI, the district will restrict access to authorized persons only. Electronic data will be protected with encryption as designated by the state or federal government or will only be accessible by individual password. Computers, printers and monitors used to access CHRI must be situated to prevent unauthorized viewing of the information. CHRI cannot be accessed using computers available to the general public or personal devices. CHRI will not be stored on a server that is unprotected or accessible by an unauthorized entity.
4. CHRI will not be relocated, transmitted or transported outside a secure location unless encrypted according to FBI standards or transported in a locked container or in folders where the information is

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not visible to the public. A log must be kept if electronic information systems, such as a laptop, flash drive or CD with CHRI information on it, leaves a secured area.

5. The District will dispose of records securely. Physical records will be cross-shredded or incinerated. If the district contracts out for record destruction, the destruction must be supervised. The District shall notify SDDCI of the entity with whom the District contracts for records destruction and must receive SDDCI approval to use the contractor for purposes of disposing of CHRI. Electronic records will be deleted and overwritten as required by the SDDCI or FBI.
6. The District will not provide auditors access to CHRI unless the auditor is authorized by the SDDCI or the FBI.

Security Incident Response Plan

All District employees will immediately report to the LASO information security incidents such as the theft or loss of physical records or the hacking or failure of electronic systems or suspicions that an incident has or will take place. The LASO will document receipt of all reports, investigate incidents and report incidents to SDDCI. LASO documentation will include (1) date of security incident, (2) location of security incident, (3) systems affected, (4) method of detection, (5) nature of security incident, (6) description of security incident, (7) actions taken/resolution, (8) current date, and (9) contact information for LASO.

Consequences

Employees who fail to keep background check results confidential or fail to follow this policy or any laws or rules regarding the access, receipt, use or dissemination of CHRI as required by law will be subject to disciplinary action up to and including termination. Unauthorized requests, receipts, release, interception, dissemination or discussion of CHRI may also result in criminal prosecution.

Use of Technology Resources Policy

Huron School District

IIBG

Purpose

The Huron School District is pleased to offer students, faculty, and staff access to technology resources for schoolwork and enrichment activities. The purpose of the Huron School District's technology resources is to provide additional educational resources and communication tools for students and teachers. These resources will help teachers to facilitate education and research consistent with the objectives of the Huron School District.

Definition – Technology Resources

The Huron School District's technology resources include but are not limited to the following resources: network, Internet, computer hardware, software, printers, servers, stored text, data files, electronic mail, optical media, digital images, and new technologies as they become available.

Regulations

The use of the Huron School District's technology resources is a privilege, not a right. The privilege of using the technology resources provided by the school district is not transferable or extendible by students to people or groups outside the district and terminates when a student is no longer enrolled in the Huron School District. This policy is provided to make all users aware of the responsibilities associated with efficient, ethical, and lawful use of technology resources. If a person violates any of the User Terms and Conditions named in this policy, privileges may be terminated, access to the school district technology resources may be denied, and the appropriate disciplinary action shall be applied. The Huron School District's Uniform Code of Behavior shall be applied to student infractions.

Education, Supervision, and Monitoring

The Huron School District believes that educating students in the proper use of technology resources is important. Therefore, it shall be the responsibility of the Huron School District staff to educate, supervise and monitor appropriate usage of the online computer network and access to the Internet in accordance with this policy and the Children's Internet Protection Act.

All schools in the district will provide age-appropriate yearly training for students who use the district's internet facilities. The training provided will be designed to promote the district's commitment to:

Use of Technology Resources Policy

IIBG
(Cont.)

The standards of acceptable use of technology resources as described in this policy.
Student safety on the internet.
Appropriate behavior while online.
Awareness of and response to cyberbullying.

During each school year, building principals will document that training was delivered to students in their respective buildings.

General User Terms and Conditions

The use of Huron School District's technology resources is subject to the following terms and conditions:

1. The use of technology resources must be for educational and/or research purposes consistent with the mission, goals, and objectives of the Huron School District along with State & Federal regulations. In compliance with federal law, the school district shall make reasonable effort to restrict access to inappropriate materials and shall monitor the on-line activities of the end users in the school environment.
2. User accounts are considered the property of the school district. Network administrators may review school computers to maintain system integrity and to insure that users are using the system responsibly. While user files will not be examined without reasonable cause, users should not expect that anything stored on school computers or networks will be private.
3. Students will promptly disclose to a teacher or other school employee any message received that is inappropriate or makes him/her feel uncomfortable.
4. Prohibited technology resources activities include, but are not limited to, the following:
 - a. Computer Violations:
 - 1) Sending, accessing, uploading, downloading, or distributing offensive, profane, threatening, pornographic, obscene, or sexually explicit materials.
 - 2) Downloading or transmitting multi-player game, music, or video files using the school network.
 - 3) Vandalizing, damaging, or disabling property of the school or another individual or organization.
 - 4) Accessing another individual's materials, information, or files without permission.
 - 5) Using the network or Internet for commercial, political campaign, or financial gain purposes.
 - 6) Releasing files, home address, personal phone numbers, passwords, or other vital information to others.
 - 7) Promoting or soliciting for illegal activities (e.g., arranging for a drug sale or the purchase of alcohol, engaging in criminal gang activity, threatening or intimidating others, etc.)

IIBG
(Cont.)

- 8) Students will not post false or defamatory information about a person or organization.
- 9) Attempting to repair, remove or install hardware components reserved for an authorized service technician.
- 10) Violating copyright or other protected material laws.
- 11) Subscribing to mailing lists, mass e-mail messages, games, or other services that generate several messages that can slow the system and waste other users' time and access.
- 12) Meeting with individuals who have been met on-line.
- 13) Intentionally wasting school resources.
- b. Computer Network Violations:
 - 1) Attempting to log on to the Internet or network (servers, routers, switches, printers, firewall) as a system administrator.
 - 2) Sending, accessing, uploading, downloading, or distributing pornographic or sexually explicit materials.
 - 3) Installing, enabling, launching, or creating programs that interfere with the performance of the network, internet, or hardware technology resources.
 - 4) Creating, uploading, or transmitting computer viruses.
 - 5) Attempting to defeat computer or network security.
- c. All of the above violations may result in disciplinary action.
5. Huron School District does not guarantee that its technology resources will be uninterrupted or error-free; nor does it make any warranty as to the results to be obtained from use of the service or the accuracy or quality of the information obtained on or by the network. Access to the network is provided on an "as is" basis without warranties of any kind. Neither the school district nor any of its agents or employees shall be liable for any direct, indirect, incidental, special, or consequential damages arising out of the use of or inability to use the network or Internet.
6. Users shall be responsible for any costs, fees, charges, or expenses incurred under the person's account in connection with the use of the network or Internet except such costs, fees, charges, and expenses as the school district explicitly agrees to pay.
7. Any security or equipment problems arising from the use of technology resources must be reported to the technology department.
8. Guidelines for individuals using district resources for communication include but are not limited to:
 - a. Users must maintain high integrity with regard to e-mail and web site content.
 - b. Always use appropriate language.
 - c. Do not transmit language/material that is profane, obscene, abusive, or offensive to others.
 - d. Do not send mass e-mails, chain letters or spam.
 - e. E-mail and web sites are subject to inspection by the school and state at any time.
 - f. Violation of these guidelines may result in suspension or loss of e-mail account web space.

User Terms and Conditions Specific to High School iPad Usage

1. High school students will be held responsible for maintaining their individual iPads and keeping them in good working order as described in the iPad Student Handbook.
2. Guidelines for student iPad use include but are not limited to:
 - a. iPad batteries must be charged and ready for school each day.
 - b. Only labels or stickers approved by the Huron School District may be applied to the iPad and/or case.
 - c. Cases furnished by the school district must be returned with only normal wear and no alterations to avoid paying a case replacement fee.
 - d. iPads that malfunction or are damaged must first be reported to the Help Desk located in the room B-201. The school district will be responsible for repairing iPads that malfunction. iPads that have been damaged from normal use or accidentally will be repaired with costs charged to the students as designated in the high school student iPad handbook.
 - e. iPads that are stolen must be reported immediately to the principal's office and the police department.
 - f. Individual school iPads and accessories must be returned to the Help Desk at the end of each school year. Students who graduate early, withdraw, are suspended or expelled, or terminate enrollment at Huron High School for any other reason must return their individual school iPad on the date of termination.
 - g. If a student fails to return the iPad at the end of the school year or upon termination of enrollment at Huron High School, that student will be subject to criminal prosecution or civil liability. The student will also pay the replacement cost of the iPad or, if applicable, any insurance deductible. Failure to return the iPad will result in a grand theft report being filed with the Huron Police Department. Furthermore, the student will be responsible for any damage to the iPad, with fees assessed as described in the high school student iPad handbook. The student may be charged a fee for any needed repairs not to exceed the replacement cost of the iPad.
3. In order for students to access the network and internet, students and their parents must sign the Acceptable Use policy upon enrollment in the Huron School District. A copy of this will remain in the students' cumulative file.

Plagiarism and Copyright Infringement

Student will not plagiarize the work of others. (Plagiarism is taking the ideas or writings of others and presenting the ideas/writings as if they were yours.) Student will respect the rights of copyright owners. Copyright infringement occurs when one inappropriately reproduces a work that is protected by a copyright. If a work contains language that specifies appropriate use of that work, student should follow the expressed requirements. If a student is unsure as to whether a particular work can be used, he/she should request permission from the copyright owner.

Students' Rights

1. A student's right to free speech applies to use of district resources for communication purposes. However, this is considered a limited forum, similar to the school newspaper, and therefore, the district may restrict student speech for valid educational reasons.
2. Parents/guardians should instruct their children if there is additional resources or material that they think would be inappropriate for their child(ren). The district fully expects that the student will follow the instructions of parents/guardians in this matter.
3. Student should expect only limited privacy regarding the contents of his/her personal files and records of his/her on-line activity on the district system.
 - a. Routine maintenance and monitoring of district technology resources may lead to discovery that students have violated this policy or the law.
 - b. Individual searches will be conducted if there is reasonable suspicion that students have violated this policy or the law. The investigation will be reasonable and related to the suspected violation.
 - c. Parents/guardians have the right at any time to request to see the contents of their students' files.
4. Due process
 - a. The district will cooperate fully with local, state, or federal officials in any investigation related to any illegal activities conducted through the use of district technology resources.
 - b. In the event there is a claim that a student has violated this policy in his/her use of district technology resources, the student will be provided with notice and opportunity to be heard in the manner set forth in district policy.



Huron School District #2-2

Policies and Regulations

CODE: IIBG
USE OF COMPUTERS AND
NETWORKS

Use of Computers and Networks

Access to the internet is available to students and teachers of the school district to use for educational and administrative purposes. The goal of the district through online resources is to promote educational teaching and learning by facilitating resource sharing, innovation and communication within our own community, our nation and worldwide. The use of all technology resources is a privilege, not a right.

With the access of online resources comes the availability of material that may not be considered to be of educational value in the context of the school setting. The district shall make every effort to restrict access by adults and minors to inappropriate materials, yet it is impossible to control all materials and an industrious user may discover controversial information. The district will maintain a technology protection measure by way of web content filters or blocks to limit minors' ability to access obscene matter or materials on the Internet when using the District's network or device.

For the purposes of this policy, obscene matter or materials is defined as material:

- The dominant theme of which, taken as a whole, appeals to the prurient interest, which is a shameful or morbid interest in nudity, sex, or excretion, which goes substantially beyond customary limits of candor in description or representation of such matters; and
- Patently offensive because it affronts contemporary community standards relating to the description or representation of sado-masochistic abuse or sexual conduct; and
- Lacks serious literary, artistic, political, or scientific value.

Internet users, like traditional library users, are responsible for their actions in accessing online resources.

The administration will formulate the necessary regulations to carry out the policy of acceptable Internet use and the consequences if violations occur. The regulations shall insure proper use of district networks and the Internet by students, staff members, and members of the community.

This policy will be published on the district's website and/or annually published in the district's designated newspaper.

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HURON PUBLIC SCHOOL DISTRICT WELLNESS POLICY

Based on the SOUTH DAKOTA MODEL WELLNESS POLICY and the ALLIANCE FOR A HEALTHIER GENERATION MODEL WELLNESS POLICY

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Preamble

Huron Public School District (hereto referred to as the District) is committed to the optimal development of every student. The District believes that for students to have the opportunity to achieve personal, academic, developmental and social success, we need to create positive, safe and health-promoting learning environments at every level, in every setting, throughout the school year.

Research shows that two components, good nutrition and physical activity before, during and after the school day, are strongly correlated with positive student outcomes. For example, student participation in the U.S. Department of Agriculture’s (USDA) School Breakfast Program is associated with higher grades and standardized test scores, lower absenteeism and better performance on cognitive tasks. 1,2,3,4,5,6,7

Conversely, less-than-adequate consumption of specific foods including fruits, vegetables and dairy products, is associated with lower grades among students. 8,9,10

In addition, students who are physically active through active transport to and from school, recess, physical activity breaks, high-quality physical education and extracurricular activities – do better academically. 11,12,13,14

Finally, there is evidence that adequate hydration is associated with better cognitive performance. 15, 16, 17

This policy outlines the District’s approach to ensuring environments and opportunities for all students to practice healthy eating and physical activity behaviors throughout the school day while minimizing commercial distractions.

Specifically, this policy establishes goals and procedures to ensure that:

- Students in the District have access to healthy foods throughout the school day – both through reimbursable school meals and other foods available throughout the school campus– in accordance with Federal and state nutrition standards;
- Students receive quality nutrition education that helps them develop lifelong healthy eating behaviors;
- Students have opportunities to be physically active during and after school;
- Schools engage in nutrition and physical activity promotion and other activities that promote student wellness;
- School staff are encouraged and supported to practice healthy nutrition and physical activity behaviors in and out of school;
- The community is engaged in supporting the work of the District in creating continuity between school and other settings for students and staff to practice lifelong healthy habits; and
- The District establishes and maintains an infrastructure for management, oversight, implementation, communication about and monitoring of the policy and its established goals and objectives. This policy applies to all students, staff and schools in the District. Specific measurable goals and outcomes are identified within each section below.

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I. School Wellness Committee

Committee Role and Membership

The District will convene a representative district wellness committee (hereto referred to as the local wellness committee or work within an existing school health committee) periodically to establish goals for and oversee school health and safety policies and programs, including development, implementation and periodic review and update of this district-level wellness policy (heretofore referred as “wellness policy”). The local wellness committee membership will represent all school levels (elementary and secondary schools) and include (to the extent possible), but not be limited to: parents and caregivers; students; representatives of the school nutrition program (e.g., school nutrition director); physical education teachers; health education teachers; school health professionals (e.g., health education teachers, school health services staff [e.g., nurses, physicians, dentists, health educators, and other allied health personnel who provide school health services], school administrators (e.g., superintendent, principal, vice principal), school board members; health professionals (e.g., dietitians, doctors, nurses, dentists); and the general public. The name(s), title(s), and contact information (email address is sufficient) of this/these individual(s) is (are): (Wellness Policy Committee).

Wellness Policy Committee Name	Title / Relationship to the School or District	Email address	Role on Committee
Dr. Kraig Steinhoff	Superintendent of Schools	kraig.steinhoff@k12.sd.us	Assists in the evaluation of the district wellness policy and implementation
Garret Bischoff	Board of Education Member	g_bisch@hotmail.com	
Rodney Mittelstedt	High School Principal	Rodney.Mittelstedt@k12.sd.us	
James Cutshaw	Asst. High School Principal	James.Cutshaw@k12.sd.us	
Laura Willemsen	Middle School Principal	Laura.Willemsen@k12.sd.us	
Lyndi Hudson	Asst. Middle School Principal	Lyndi.Hudson@k12.sd.us	
Heather DeBoer	Buchanan K-1 Center Principal	Heather.DeBoer@k12.sd.us	
Heather Rozell	Madison 2-3 Center Principal	Heather.Rozell@k12.sd.us	
Kari Hinker	Washington 4-5 Center Principal	Kari.Hinker@k12.sd.us	
Linda Pietz	Director of Curriculum	Linda.Pietz@k12.sd.us	
Jolene Konechne	Director ESL Program	Jolene.Konechne@k12.sd.us	
Kathie Bostrom	Transportation Director	Kathie.Bostrom@k12.sd.us	
Amanda Reilly	Nutrition Director	Amanda.Reilly@k12.sd.us	
Tisha Harvey	School Nurse	Tisha.Harvey@k12.sd.us	
Quinn Reilly	Occupational Therapy Assistant	Quinn.Reilly@k12.sd.us	
Chantelle Kremer	Physical Therapy Assistant	Chantelle.Kremer@k12.sd.us	
Karla Sawvell	Farm to School Coordinator	Karla.Sawvell@k12.sd.us	
Ashley Curnow	Registered Dietitian	ashleyr@midconetwork.com	

Leadership

The Superintendent or designee(s) will convene the local wellness committee and facilitate development of and updates to the wellness policy, and will ensure each school’s compliance with the policy. Designated official for oversight Amanda Reilly, Nutrition Director, Amanda.Reilly@k12.sd.us

Each school will designate a school wellness policy coordinator, who ensures compliance with the policy.


Buchanan K-1 Center – Raleigh Larson, School Nurse, Raleigh.Larson@k12.sd.us

Madison 2-3 Center – Tisha Harvey, School Nurse, Tisha.Harvey@k12.sd.us

Washington 4-5 Center – Sarah Blue, School Nurse, Sarah.Blue@k12.sd.us

Middle School – Rita Baszler-Lanners, School Nurse, Rita.BaszlerLanners@k12.sd.us

High School – Raleigh Larson, School Nurse, Raleigh.Larson@k12.sd.us

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II. Wellness Policy Implementation, Monitoring, Accountability and Community Engagement

Implementation Plan

The District will develop and maintain a plan for implementation to manage and coordinate the execution of this wellness policy. The plan delineates roles, responsibilities, actions and timelines specific to each school; and includes information about responsibilities, specific goals, and objectives for nutrition standards for all foods and beverages available on the school campus, food and beverage marketing, nutrition promotion and education, physical activity, physical education and other school-based activities that promote student wellness. It is recommended that the school use the Healthy Schools Program online tools to complete a school-level assessment based on the Centers for Disease Control and Prevention’s School Health Index, create an action plan that fosters implementation and generate an annual progress report. This wellness policy and the progress reports can be found at: www.huron.k12.sd.us/ Look under the Food and Nutrition tab for wellness policy progress reports.

Recordkeeping

The District will retain records to document compliance with the requirements of the wellness policy at Nutrition Office and the District website for three years past the current year. Documentation maintained in location will include but will not be limited to:

- The written wellness policy;
- Documentation demonstrating that the policy has been made available to the public;
- Documentation of efforts to review and update the Local Schools Wellness Policy; including an indication of who is involved in the update and methods the district uses to make stakeholders aware of their ability to participate on the local wellness committee;
- Documentation to demonstrate compliance with the annual public notification requirements;
- The most recent assessment on the implementation of the local school wellness policy;
- Documentation demonstrating the most recent assessment on the implementation of the Local School Wellness Policy has been made available to the public.


Annual Notification of Policy

The District will actively inform families and the public each year of basic information about this policy, including its content, any updates to the policy and implementation status. The District will make this information available via the district website and/or district-wide communications. The District will provide as much information as possible about the school nutrition environment. This will include a summary of the District’s (or schools’) events or activities related to wellness policy implementation. Annually, the District will also publicize the name and contact information of the District/school officials leading and coordinating the committee, as well as information on how the public can get involved with the school wellness committee.

Triennial Progress Assessments

At least once every three years, the District will evaluate compliance with the wellness policy to assess the implementation of the policy and include:

- The extent to which schools under the jurisdiction of the District are in compliance with the wellness policy;
- The extent to which the District’s wellness policy compares to a model policy (like the Alliance for a Healthier Generation’s model wellness policy or the State Model Wellness Policy); and
- A description of the progress made in attaining the goals of the District’s wellness policy.

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The position/person responsible for managing the triennial assessment and contact information is Amanda Reilly, Nutrition Director. Email address Amanda.Reilly@k12.sd.us

The local wellness committee, in collaboration with individual schools, will monitor schools' compliance with this wellness policy. The District will actively notify households/families of the availability of the triennial progress report.

Revisions and Updating the Policy

The local wellness committee will update or modify the wellness policy based on the results of the annual School Health Index and triennial assessments and/or as District priorities change; community needs change; wellness goals are met; new health science, information, and technology emerges; and new Federal or state guidance or standards are issued. The wellness policy will be assessed and updated as indicated at least every three years, following the triennial assessment.

Community Involvement, Outreach and Communications

The District is committed to being responsive to community input, which begins with awareness of the wellness policy. The District will actively communicate ways in which representatives of local wellness committee and others can participate in the development, implementation and periodic review and update of the wellness policy through a variety of means appropriate for that district. The District will also inform parents of the improvements that have been made to school meals and compliance with school meal standards, availability of child nutrition programs and how to apply, and a description of mechanisms, such as email or displaying notices on the district's website, as well as non-electronic mechanisms, such as newsletters, presentations to parents, or sending information home to parents, to ensure that all families are actively notified of the content of, implementation of, and updates to the wellness policy, as well as how to get involved and support the policy. The District will ensure that communications are culturally and linguistically appropriate to the community, and accomplished through means similar to other ways that the district and individual schools are communicating important school information with parents. The District will actively notify the public about the content of or any updates to the wellness policy annually, at a minimum. The District will also use these mechanisms to inform the community about the availability of the annual and triennial reports.

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III. Nutrition

School Meals


Our school district is committed to serving healthy meals to children, with plenty of fruits, vegetables, whole grains, and fat-free and low-fat milk; that are moderate in sodium, low in saturated fat, and have zero grams *trans* fat per serving (nutrition label or manufacturer’s specification); and to meeting the nutrition needs of school children within their calorie requirements. The school meal programs aim to improve the diet and health of school children, help mitigate childhood obesity, model healthy eating to support the development of lifelong healthy eating patterns and support healthy choices while accommodating cultural food preferences and special dietary needs. All schools within the District participate in USDA child nutrition programs, including the National School Lunch Program (NSLP), the School Breakfast Program (SBP), Fresh Fruit and Vegetable Program (FFVP), and the Summer Food service Program (SFSP).

All schools within the District are committed to offering school meals through the NSLP and SBP programs, and other applicable Federal child nutrition programs, that:

- Are accessible to all students;
- Are appealing and attractive to children;
- Are served in clean and pleasant settings;
- Meet or exceed current nutrition requirements established by local, state, and Federal statutes and regulations.
- Promote healthy food and beverage choices, such as one or more of the following:
 - Whole fruit options are displayed in attractive bowls or baskets (instead of chafing dishes or hotel pans).
 - Sliced or cut fruit is available daily.
 - Daily fruit options are displayed in a location in the line of sight and reach of students.
 - All available vegetable options have been given creative or descriptive names.
 - Daily vegetable options are bundled into all grab-and-go meals available to students.
 - All staff members, especially those serving, have been trained to politely prompt students to select and consume the daily vegetable options with their meal.
 - White milk is placed in front of other beverages in all coolers.
 - A reimbursable meal can be created in any service area available to students (e.g., salad bars, snack rooms, etc.).
 - Student surveys and taste testing opportunities are used to inform menu development, dining space decor and promotional ideas.
 - Student artwork is displayed in the service and/or dining areas.
 - Daily announcements are used to promote and market menu options.

Staff Qualifications and Professional Development

All school nutrition program directors, managers and staff will meet or exceed hiring and annual continuing education/training requirements in the USDA professional standards for child nutrition professionals. These school nutrition personnel will refer to USDA’s Professional Standards for School Nutrition Standards website to search for training that meets their learning needs.

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Water

To promote hydration, free, safe, unflavored drinking water will be available to all students throughout the school day* and throughout every school campus* (“school campus” and “school day” are defined in the glossary). The District will make drinking water available where school meals are served during mealtimes.

Competitive Foods and Beverages

The District is committed to ensuring that all foods and beverages available to students on the school campus* during the school day* support healthy eating. The foods and beverages sold and served outside of the school meal programs (e.g., “competitive” foods and beverages) will meet the USDA Smart Snacks in School nutrition standards, at a minimum. Smart Snacks aim to improve student health and well-being, increase consumption of healthful foods during the school day and create an environment that reinforces the development of healthy eating habits.

A summary of the standards and information, as well as a Guide to Smart Snacks in Schools are available at: <http://www.fns.usda.gov/healthierschoolday/tools-schools-smart-snacks> . The Alliance for a Healthier Generation provides a set of tools to assist with implementation of Smart Snacks available at www.foodplanner.healthiergeneration.org . To support healthy food choices and improve student health and well-being, all foods and beverages outside the reimbursable school meal programs that are sold to students on the school campus during the school day will meet or exceed the USDA Smart Snacks nutrition standards. These standards will apply in all locations and through all services where foods and beverages are sold, which may include, but are not limited to, à la carte options in cafeterias, vending machines, school stores and snack or food carts.

Fundraising

Foods and beverages that meet or exceed the USDA Smart Snacks in Schools nutrition standards may be sold through fundraisers on the school campus* during the school day*. The District will make available to parents and teachers a list of healthy fundraising ideas.

Nutrition Promotion

Nutrition promotion and education positively influence lifelong eating behaviors by using evidence-based techniques and nutrition messages, and by creating food environments that encourage healthy nutrition choices and encourage participation in school meal programs. Students and staff will receive consistent nutrition messages throughout schools, classrooms, gymnasiums, and cafeterias. Nutrition promotion also includes marketing and advertising nutritious foods and beverages to students and is most effective when implemented consistently through a comprehensive and multi-channel approach by school staff, teachers, parents, students and the community. The District will promote healthy food and beverage choices for all students throughout the school campus, as well as encourage participation in school meal programs. This promotion will occur through at least:

- Implementing at least ten or more evidence-based healthy food promotion techniques through the school meal programs using Smarter Lunchroom techniques; and
- Ensuring 100% of foods and beverages promoted to students meet the USDA Smart Snacks in School nutrition standards. Additional promotion techniques that the District and individual schools may use are available at <http://www.foodplanner.healthiergeneration.org/> .

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Nutrition Education

The District will model, encourage and support healthy eating by all students. Schools will engage in nutrition promotion that:

- Is designed to provide students with the knowledge and skills necessary to promote and protect their health;
- Is part of not only health education classes, but also integrated into other classroom instruction through subjects such as math, science, language arts, social sciences and elective subjects;
- Includes enjoyable, developmentally-appropriate, culturally-relevant and participatory activities, such as cooking demonstrations or lessons, promotions, taste-testing, farm visits and school gardens;
- Promotes fruits, vegetables, whole-grain products, low-fat and fat-free dairy products and healthy food preparation methods;
- Emphasizes caloric balance between food intake and energy expenditure (promotes physical activity/exercise);
- Links with school meal programs, cafeteria nutrition promotion activities, school gardens, Farm to School programs, other school foods and nutrition-related community services;

Essential Healthy Eating Topics in Health Education

The District supports a health education curriculum; examples of topics below:

- Relationship between healthy eating and personal health and disease prevention
- Food guidance from MyPlate
- Reading and using FDA's nutrition fact labels
- Eating a variety of foods every day
- Balancing food intake and physical activity
- Eating more fruits, vegetables and whole grain products
- Choosing foods that are low in fat, saturated fat, and cholesterol and do not contain *trans* fat
- Choosing foods and beverages with little added sugars
- Eating more calcium-rich foods
- Preparing healthy meals and snacks
- Risks of unhealthy weight control practices
- Accepting body size differences
- Food safety
- Importance of water consumption
- Importance of eating breakfast
- Making healthy choices when eating at restaurants
- Eating disorders
- The Dietary Guidelines for Americans
- Reducing sodium intake
- Social influences on healthy eating, including media, family, peers and culture
- How to find valid information or services related to nutrition and dietary behavior
- How to develop a plan and track progress toward achieving a personal goal to eat healthfully
- Resisting peer pressure related to unhealthy dietary behavior
- Influencing, supporting, or advocating for others' healthy dietary behavior

	Huron School District #2-2	Code: AE HSD Wellness Policy
	Policies and Regulations	

Food and Beverage Marketing in Schools

The District is committed to providing a school environment that ensures opportunities for all students to practice healthy eating and physical activity behaviors throughout the school day while minimizing commercial distractions.

The District strives to teach students how to make informed choices about nutrition, health and physical activity. These efforts will be weakened if students are subjected to advertising on District property that contains messages inconsistent with the health information the District is imparting through nutrition education and health promotion efforts. It is the intent of the District to protect and promote student’s health by permitting advertising and marketing for only those foods and beverages that are permitted to be sold on the school campus, consistent with the District’s wellness policy.

Any foods and beverages marketed or promoted to students on the school campus* during the school day* will meet or exceed the USDA Smart Snacks in School nutrition standards such that only those foods that comply with or exceed those nutrition standards are permitted to be marketed or promoted to students.

Food and beverage marketing is defined as advertising and other promotions in schools. Food and beverage marketing often includes an oral, written, or graphic statements made for the purpose of promoting the sale of a food or beverage product made by the producer, manufacturer, seller or any other entity with a commercial interest in the product.¹⁵

This term includes, but is not limited to the following:

- Brand names, trademarks, logos or tags, except when placed on a physically present food or beverage product or its container.
- Displays, such as on vending machine exteriors
- Corporate brand, logo, name or trademark on school equipment, such as marquees, message boards, scoreboards or backboards (Note: immediate replacement of these items are not required; however, districts will replace or update scoreboards or other durable equipment when existing contracts are up for renewal or to the extent that is in financially possible over time so that items are in compliance with the marketing policy.)
- Corporate brand, logo, name or trademark on cups used for beverage dispensing, menu boards, coolers, trash cans and other food service equipment; as well as on posters, book covers, pupil assignment books or school supplies displayed, distributed, offered or sold by the District.
- Advertisements in school publications or school mailings.
- Free product samples, taste tests or coupons of a product, or free samples displaying advertising of a product.

As the District/school nutrition services/Athletics Department/PTA/PTO reviews existing contracts and considers new contracts, equipment and product purchasing (and replacement) decisions should reflect the applicable marketing guidelines established by the District wellness policy.

	Huron School District #2-2	Code: AE HSD Wellness Policy
	Policies and Regulations	

IV. Physical Activity

Children and adolescents should participate in at least 60 minutes of physical activity every day. A substantial percentage of students' physical activity can be provided through a comprehensive school physical activity program (CSPAP). A CSPAP reflects strong coordination and synergy across all of the components: quality physical education as the foundation; physical activity during and after school; staff involvement and family and community engagement and the district is committed to providing these opportunities. Schools will ensure that these varied physical activity opportunities are in addition to, and not as a substitute for, physical education (addressed in "Physical Education" subsection). All schools in the district will be encouraged to participate in *Let's Move!* Active Schools (www.letsmoveschools.org) in order to successfully address all CSPAP areas.

Physical activity during the school day (including but not limited to recess, classroom physical activity breaks or physical education) will not be withheld as punishment for any reason [*This does not include participation on sports teams that have specific academic requirements*]. The district will provide teachers and other school staff with a list of ideas for alternative ways to discipline students.

To the extent practicable, the District will ensure that its grounds and facilities are safe and that equipment is available to students to be active. The District will conduct necessary inspections and repairs.

Physical Education

The District will provide students with physical education, using an age-appropriate, sequential physical education curriculum consistent with national and state standards for physical education. The physical education curriculum will promote the benefits of a physically active lifestyle and will help students develop skills to engage in lifelong healthy habits, as well as incorporate essential health education concepts (discussed in the "*Essential Physical Activity Topics in Health Education*" subsection). The curriculum will support the essential components of physical education.

All students will be provided equal opportunity to participate in physical education classes. The District will make appropriate accommodations to allow for equitable participation for all students and will adapt physical education classes and equipment as necessary.

All District elementary students in each grade will receive physical education for at least 70 minutes per week throughout the school year.

Buchanan K-1 Center - Students will receive physical education 2 days a week for 35 minutes each day.

Madison 2-3 Center - Students will receive physical education 2 days a week for 35 minutes each day.

Washington 4-5 Center - Students will receive physical education 2 days a week for 35 minutes each day.

All Huron Public School District secondary students (middle and high school) are required to take the equivalent of one academic year of physical education.

Middle School-Students will receive 24 weeks of physical education for 40 minutes each day.

High School - Students will receive 18 weeks of physical education for 40 minutes each day.

	Huron School District #2-2	Code: AE HSD Wellness Policy
	Policies and Regulations	

Examples of Physical Activity Topics in Health Education

- The physical, psychological, or social benefits of physical activity
- How physical activity can contribute to a healthy weight
- How physical activity can contribute to the academic learning process
- How an inactive lifestyle contributes to chronic disease
- Health-related fitness, that is, cardiovascular endurance, muscular endurance, muscular strength, flexibility, and body composition
- Differences between physical activity, exercise and fitness
- Phases of an exercise session, that is, warm up, workout and cool down
- Overcoming barriers to physical activity
- Decreasing sedentary activities, such as TV watching
- Opportunities for physical activity in the community
- Preventing injury during physical activity
- Weather-related safety, for example, avoiding heat stroke, hypothermia and sunburn while being physically active
- How much physical activity is enough, that is, determining frequency, intensity, time and type of physical activity
- Developing an individualized physical activity and fitness plan
- Monitoring progress toward reaching goals in an individualized physical activity plan
- Dangers of using performance-enhancing drugs, such as steroids
- Social influences on physical activity, including media, family, peers and culture
- How to find valid information or services related to physical activity and fitness
- How to influence, support, or advocate for others to engage in physical activity
- How to resist peer pressure that discourages physical activity.

V. Other Activities that Promote Student Wellness

The District encourages integration of wellness activities across the entire school setting, not just in the cafeteria, other food and beverage venues and physical activity facilities. The District encourages coordination and integration of other initiatives related to physical activity, physical education, nutrition and other wellness components so all efforts are complementary, not duplicative, and work towards the same set of goals and objectives promoting student well-being, optimal development and strong educational outcomes.

Schools in the District are encouraged to coordinate content across curricular areas that promote student health, such as teaching nutrition concepts in mathematics, with consultation provided by either the school or the District’s curriculum experts.

All efforts related to obtaining federal, state or association recognition for efforts, or grants/funding opportunities for healthy school environments will be coordinated with and complementary of the wellness policy, including but not limited to ensuring the involvement of the local wellness committee.

All school-sponsored events will adhere to the wellness policy guidelines. All school-sponsored wellness events will include physical activity and healthy eating opportunities when appropriate.

	Huron School District #2-2	Code: AE HSD Wellness Policy
	Policies and Regulations	

Glossary:

Extended School Day – the time during, before and after school that includes activities such as clubs, intramural sports, band and choir practice, drama rehearsals and more.

School Campus - areas that are owned or leased by the school and used at any time for school-related activities, including on the outside of the school building, school buses or other vehicles used to transport students, athletic fields and stadiums (e.g., on scoreboards, coolers, cups, and water bottles), or parking lots.

School Day – the time between midnight the night before to 30 minutes after the end of the instructional day.

Triennial – recurring every three years.

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	Huron School District #2-2	Code: AE HSD Wellness Policy
	Policies and Regulations	

Appendix A:

School Level Contacts

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Kathie Bostrom, Transportation Director	Kathie.Bostrom@k12.sd.us
Amanda Reilly, Nutrition Director	Amanda.Reilly@k12.sd.us



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C: (701) 210-2325

kraig.steinhoff@k12.sd.us

July 9, 2024

TO: BOARD MEMBERS

FROM: Kraig Steinhoff, Ed.D
Superintendent

SUBJECT: RESOLUTION FOR BOARD APPROVAL
IROQUOIS SCHOOL DESIGNATED PICK-UP POINTS

The Huron School District accepts (16) designated pick-up points for the Iroquois school buses in the city of Huron. The pick-up points will be as similar to the 2024-2025 points as possible, being sensitive to Huron Public pick-up points and avoiding traffic concerns. The Huron Board appreciates the intent of the Iroquois district to avoid door-to-door services and to provide no higher level of service than it affords its own residents.

Huron School Board also recognizes the resolution by the Iroquois School District to allow the Huron School District to pick up students in the city of Iroquois at any location.



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July 9, 2024


TO: BOARD MEMBERS

FROM: Kraig Steinhoff, Ed. D
Superintendent

SUBJECT: RESOLUTION FOR BOARD APPROVAL
WOLSEY-WESSINGTON DESIGNATED PICK-UP POINTS

The Huron School District accepts (16) designated pick-up points for the Wolsey-Wessington school buses in the city of Huron. The pick-up points will be as similar to the 2023-2024 points as possible, being sensitive to Huron Public pick-up points and avoiding traffic concerns. The Huron Board appreciates the intent of the Wolsey-Wessington district to avoid door-to-door services and to provide no higher level of service than it affords its own residents.

Huron School Board also recognizes the resolution by the Wolsey-Wessington School District to allow the Huron School District to pick up students in the city of Wolsey at any location.

	Huron School District #2-2	Board Member Committee Assignments 2024-2025
	Board Member Committee Assignments	

Board Member Committee Assignments 2024-2025

District Negotiator	Rodney Freeman
Teacher Negotiations	Tim Van Berkum Shelly Siemonsma
Custodial/Food Service/ Para-Educator/Full Time Personnel/ Therapy Assistants	Garret Bischoff Craig Lee
Tax Equalization Committee	Ray Cardona Shelly Siemonsma (alt)
Tax Increment Finance Project Review Committee	Tim Van Berkum Garret Bischoff
Health Insurance Committee	Ray Cardona
School Improvement Committee	Craig Lee Garret Bischoff

TRANSFER AGREEMENT

THIS AGREEMENT by and between South Dakota Department of Agriculture and Natural Resources herein after referred to as "State" and Huron Public Schools hereinafter referred to as "School."

WHEREAS, the SCHOOL is the owner of a building known as the School Garage/Bus Barn (the "Building" hereinafter) located on land on the South Dakota State Fairgrounds on the north side of Gate 4, off of Nevada Avenue, in Huron SD, Beadle County; and

WHEREAS, for good and valuable consideration and the mutual promises contained herein, the School desires to transfer ownership of the Building to the State, according to the terms and conditions set forth herein.

1. TRANSFER OF BUILDING.

The School hereby transfers ownership of the Building to the State. The State owns the land that the building is constructed on and controls the purposes or uses of the building. The State agrees to accept ownership of the building and all responsibilities that go with ownership of the building upon the date of the agreement.

At or prior to the Closing, School shall deliver, or cause to be delivered, the any and all documents of transfer, bills of sale, certificates of title, and other instruments of transfer, dated the Closing Date, transferring to State title to the Building.

2. REASON OF TRANSFER.

The School no longer needs or uses the building and has determined that the building has no value to the School. Further, the parties agree that it is in the best interest of the School, the State, and the citizens of South Dakota to transfer the Building to the State so that it may be used in a manner best suited to enhance the State Fair and the State Fairgrounds.

3. USE OF THE PROPERTY.

The State shall use the property to best serve the citizens of South Dakota and to enhance the State Fair and State Fairgrounds.

4. MERGER.

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 herein, this Agreement constitutes the entire agreement with respect to the subject matter hereof.

5. SUCCESSORS.

This Agreement shall be binding upon and inure to the benefit of the parties and their respective successors, assigns, personnel and legal representatives, executors, administrators, heirs, distributees, devisees, and legatees, as applicable.

6. EXISTING CONTRACTS.

The School is not a party to or bound by any material contract or agreement, including any promissory note or other evidence of indebtedness related to the Building.

7. TITLE TO THE BUILDING.

The School represents that they have the entire right, title, and interest in the Building, and there is outstanding no option, warrant, contract, agreement or other obligation (whether by law or contract) on the part of the School to issue or sell the building to any other Person. The School the Building free and clear of any lien, charge, encumbrance, right of first refusal, option or other claim (collectively, "Liens"). This Agreement and the other instruments to be executed and delivered by the School at the closing are sufficient to transfer to the State complete ownership of the Building free and clear of any Lien.

8. LITIGATION, ETC.

To the knowledge of School, there is no lawsuit, proceeding, investigation or complaint before any Governmental Authority, mediator, or arbitrator ("Action") pending or, to the knowledge of the School, contemplated or threatened related to the Building. To the knowledge of School, there is no Action pending or contemplated or threatened against or affecting the School, which relates to or challenges the legality, validity, or enforceability of this Agreement or which (individually or in the aggregate) reasonably could be expected to impair the ability or obligation of the School to perform fully on a timely basis any obligation which it has or will have under this Agreement.

9. ENVIRONMENTAL

To the knowledge of the School:

- (a) Hazardous Materials have not been generated, used, treated or stored on, or transported to or from the Building by the School except as used or stored in compliance with all Environmental Laws;
- (b) Hazardous Materials have not been released or disposed of by the School, or their authorized agents, at the Building except such releases which do not violate any Environmental Laws;
- (c) the School has not received any written notice of any violation of any Environmental Law that has not heretofore been resolved;

- (d) the School has not received any written request for information, nor been notified that it is a potentially responsible party, under any Environmental Law with respect to the Building; and
- (e) there are no pending or threatened Actions relating to Hazardous Materials or arising under any Environmental Laws (“Environmental Claims”) against the School or, in relation to the Building.

10. ASSIGNMENT AND AMENDMENT.

This Agreement may not be assigned without the express prior written consent of the State. This Agreement may not be amended except in writing, which writing shall be expressly identified as a part hereof and be signed by an authorized representative of each of the parties hereto.

11. CONTROLLING LAW AND VENUE.

This Agreement shall be governed by and construed in accordance with the laws of the State of South Dakota, without regard to any conflicts of law principles, decisional law, or statutory provision which would require or permit the application of another jurisdiction’s substantive law. Venue for any lawsuit pertaining to or affecting this Agreement shall be in the Circuit Court, Sixth Judicial Circuit, Hughes County, South Dakota.

12. NOTICE.

Any notice or other communication required under this Agreement shall be in writing and sent to the address set forth above. Notices shall be given by and to Peggy Besch on behalf of the State, and by and to Dr. Kraig Steinhoff, on behalf of the School, or such authorized designees as either party may from time to time designate in writing. Notices or communications to or between the parties shall be deemed to have been delivered when mailed by first class mail, provided that notice of default or termination shall be sent by registered or certified mail, or, if personally delivered, when received by such party.

13. SEVERABILITY.

In the event that any court of competent jurisdiction shall hold any provision of this Agreement unenforceable or invalid, such holding shall not invalidate or render unenforceable any other provision hereof.

14. HEADINGS.

The headings in this Agreement are for convenience and reference only and shall not

govern, limit, modify or in any manner affect the scope, meaning, or intent of the provisions of this Agreement.

AUTHORIZED SIGNATURES:

In Witness Whereof, the parties signify their agreement effective the date below last written by the signatures affixed below.

Dr. Kraig Steinhoff
Superintendent
Huron Public Schools

Date

Hunter Roberts
Secretary
South Dakota Department of Agriculture
and Natural Resources

Date

HS Handbook updates 7/31/2024

Page 16 –

Changed four to **five**

Add: **Tardies:** Students will be counted tardy if they arrive in the first five minutes of class. After five minutes the student will be counted as absent.

Page 32

Add **detention** to Obscene language, profanity, inappropriate dress for first two offenses.

Add **or detention** to student sent to office due to disorderly conduct

Huron High School



HANDBOOK

2024-2025

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Message From The Principal

Welcome to Huron High School. As your principal, I am thrilled to embark on this journey with each of you. Our school community is built on a foundation of excellence, respect, and inclusivity, and now you join us in upholding these values. This student handbook serves as a guide to help you navigate through your academic and extracurricular endeavors. Within these pages you will find important information about our school policies, procedures, and expectations. It is essential that you familiarize yourself with these guidelines to ensure a safe and conducive learning environment for everyone.

At Huron High School we foster a culture of growth and achievement that supports success in academics, extracurricular activities, and community service. Mr. Cutshaw and I encourage you to seize every opportunity to learn, grow, and make a positive impact. Remember, your time here is not just about what you accomplish academically, but also about the relationships you build, the memories you create, and the person you become. Embrace the year ahead with enthusiasm, determination, and a commitment to excellence.

Wishing you all the best for a successful and fulfilling academic year!

Rodney Mittelstedt, MA, MS

SCHOOL SONG

We're loyal to you, Huron High;
We're orange and black, Huron High;
We'll back you to stand
'Gainst the best in the land,
For we know you are grand, Huron High.
(Rah! Rah!)
So go beat that team, Huron High;
We're backing you all, Huron High;
Our team is our fame protector--TIGERS;
For we expect victory from you, Huron High.



Mission, Vision, & Belief Statements



Mission Statement

Lifelong learners will be inspired and developed through effective teaching in a safe and caring environment.

Vision Statement

Respect – Pride – Excellence For All

Belief Statements

We believe:

- all children are capable of learning, achieving, and succeeding.
- high expectations produce high achievers.
- our schools provide the opportunity and incentive to challenge each student to develop to the best of his/her ability.
- our greatest resource is people.
- in the worth and dignity of the individual.
- the primary responsibility of education begins in the home and is shared by the student, family, school, and community.
- our school system is accountable to our community.
- that the acquisition of academic skills is the primary objective of our schools.
- our schools emphasize the development of technical and occupational skills.
- change is essential for growth and improvement.
- in the ideals on which the Constitution is based and that educated and involved citizens are essential for a democratic society.
- a quality school system enhances the quality of the community.
- in the interrelationship of personal virtues, civic values, and ethical conduct.
- schools assist in the development of the whole child, including the development of social skills.
- that school safety is essential to student learning and is a responsibility of the school system and community.



Student Exit Outcomes



As a result of emphasis in our instructional program, students will demonstrate the knowledge and skills to:

- link key concepts in the areas of language arts, mathematics, science, and social studies.
- use various technologies to develop products of high standards which are intellectual, artistic, practical, physical, and original.
- problem-solve, including:
 - accessing, organizing, summarizing, interpreting, and producing information.
 - making logical decisions
 - distinguishing fact from opinion.
 - generating effective solutions to problems.
- communicate, including:
 - reading, writing, listening, and speaking effectively for both general information and recreation.
 - reading and interpreting technical information.
 - understanding and developing non-verbal skills.
 - recognizing that the arts are a form of human communication.
- practice American citizenship and democratic principles, including:
 - understanding how government operates at the community, state, and national level.
 - understanding a wide variety of community and world cultures. in which different governments operate.
 - promoting responsible care of the environment.
 - developing an understanding of the benefits of the economic system of free enterprise.
- be productive in the world of work, including:
 - following directions, practicing timeliness, and demonstrating initiative.
 - developing responsibilities associated with the variety of roles required in the work place (i.e., team member, leader, facilitator, and independent worker).
 - identifying appropriate strategies to achieve success in the workplace.
- maintain physical, social, and emotional well-being, including:
 - understanding the importance of health and safety skills as related to self and others.
 - understanding the importance of developing basic skills through physical activity.
 - acquiring necessary skills for recreational/leisure activities.
 - recognizing the value of participation in both cooperative and competitive activities.
 - understanding the concepts of marriage, parenting, and family.
 - understanding the importance of global awareness.
 - understanding the impact of violence on the individual and society.

- demonstrate the value of community service and service learning



Huron School Board & District Administration



Garret Bischoff
President

Tim Van Berkum
Member

Ray Cardona
Member



Dr. Kraig Steinhoff
Superintendent
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Phone: 605.353.7885

1680 Idaho SE
Huron, SD 57350

Roger Ahlers, MA
Technology Director
Phone: 605.353.7800

701 18th SW
Huron, SD 57350

John Halbkat
Director of Buildings & Grounds
Phone: 605.353.7867

150 5th Street SW
Huron, SD 57350

Kathie Bostrom
Director of Transportation
Phone: 605.353.6989

700 Lincoln Ave NW
Huron, SD 57350

Buchanan K/1 Center Principal
Phone: 605.353.7875

555 Mellette SW
Huron, SD 57350

Kari Hinker, MA
Washington 4/5 Principal, Colony Principal
Phone: 605.353.7895

1451 McClellan Drive
Huron, SD 57350

Scott DeBoer, MS
Activities Director and Arena Manager
Phone: 605.353.6973

150 5th Street SW
Huron, SD 57350

Amanda Reilly
School Nutrition Director
Phone: 605.353.6909

1045 18th St. SW
Huron, SD 57350



Huron High School Faculty



Rodney Mittelstedt	Principal
James Cutshaw, Sr.	Assistant Principal
Lisa Anglin	Special Education
Rita Baszler Lanners	CTE
Lindsey Brewer	Math
Matt Busch	CTE
Kira Carabantes	Spanish
Char Carda	Science
Mike Carda	CTE / Social Studies
Rita Cook	Social Studies
Kimberly Cypher	Special Education
Michelle Dickson	Math
Brandi Fitzgerald	Math / CTE
Jennifer Fuchs	Science
Mitch Gaffer	Language Arts
Ben Halbkat	Science
Adam Heagley	Math
Kelly Hennrich	Social Studies
Heidi Holforty	German
Laura Iverson	Language Arts
Samantha Jenc	CTE
Craig Jones	Social Studies
Rachel Kary	Librarian
Amy Kaufman	ESL
Samantha Kruse	Special Education
Raleigh Larson	Nurse
Mackenzie Lavallee	Art
Jordan Mullen	Social Studies

Vanya Munce	Math
Beth Neitzert	Orchestra
Molly Perry	Language Arts
Mike Radke	Social Studies
Taylor Regnier	Credit Recovery Center
Jessica Rodacker	CTE
Sarah Rubish	Language Arts
Ashley Sarvis	ESL
Terri Schlader	ESL
Michael Scott	Special Education
Sara Sonne	Science
Chris Stahly	Language Arts
Wade Stobbs	Science
James Stueckrath	Band
Jerald Swenson	CTE
Angie Thomas	PE / Health
Marianne Trandall	Language Arts
Tabitha Unruh	Vocal Music
Ma Christina Urzabia	Language Arts
Amy Velthoff	Health / PE
Clayton Wahlstrom	PE
Kristen Wheeler	Counselor
Lacey Wilde	Counselor



School Calendar 2024-2025



August 12	Freshmen Orientation and Open House
August 20	Class Begins
September 20	Homecoming
September 30 (Virtual)	Parent/Teacher Conferences
October 9	Post-High Planning
October 14	Native American Day (No School)
October 18	End of First Quarter
November 11	Veteran's Day (No School)
November 28-29	Thanksgiving Break
November 26 (5:30-8:30 pm)	Parent/Teacher Conference
December 20	End of First Semester
December 23 – January 2	Christmas Vacation
January 20	Martin Luther King Jr. Day (No School)
February 3 (Virtual)	Parent/Teacher Conferences
February 17	President's Day (No School)
March 11	End of Third Quarter
March 14 and 21	Spring Break (No School)
April 8 (5:30-8:30 pm)	Parent/Teacher Conferences
April 18 – 21	Easter Vacation
May 14	Baccalaureate
May 18	Commencement
May 20	Student Check-out/End of Second Semester

ACT

Test Date	Registration Deadline	(Late Fee Required)
September 14, 2024	August 9, 2024	August 25, 2024
October 26, 2024	September 20, 2024	October 7, 2024
December 14, 2024	November 8, 2024	November 22, 2024
February 8, 2025	January 3, 2025	January 20, 2025
April 5, 2025	February 28, 2025	March 16, 2025
June 14, 2025	May 9, 2025	May 26, 2025

Statement of Rights

Students at Huron High School have the basic constitutional rights guaranteed to all citizens. In exercising these rights, students have a responsibility to respect the fundamental rights of all citizens. One purpose of schools is to encourage the responsible use of these rights and develop good citizenship within the framework of an educational society. The school is a community, and the rules of a school are the laws of that community. To enjoy the right of citizenship in the school, students must also accept the responsibilities of citizenship.

FERPA Notification

The Family Educational Rights and Privacy Act (FERPA) affords parents and students who are 18 years of age or older ("eligible students") certain rights with respect to the student's education records. These rights are:

1. The right to inspect and review the student's education records within 45 days after the day the school receives a request for access.

Parents or eligible students who wish to inspect their child's or their education records should submit to the school principal a written request that identifies the records they wish to inspect. The school official will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.

2. The right to request the amendment of the student's education records that the parent or eligible student believes are inaccurate, misleading, or otherwise in violation of the student's privacy rights under FERPA.

Parents or eligible students who wish to ask the school to amend their child's or their education record should write the school principal, clearly identify the part of the record they want changed, and specify why it should be changed. If the school decides not to amend the record as requested by the parent or eligible student, the school will notify the parent or eligible student of the decision and of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.

3. The right to provide written consent before the school discloses personally identifiable information (PII) from the student's education records, except to the extent that FERPA authorizes disclosure without consent.

One exception, which permits disclosure without consent, is disclosure to school officials with legitimate educational interests. The criteria for determining who constitutes a school official and what constitutes a legitimate educational interest must be set forth in the school's or school district's annual notification for FERPA rights. A school official typically includes a person employed by the school or school district as an administrator,

supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel) or a person serving on the school board. A school official also may include a volunteer, contractor, or consultant who, while not employed by the school, performs an institutional service or function for which the school would otherwise use its own employees and who is under the direct control of the school with respect to the use and maintenance of PII from education records, such as an attorney, auditor, medical consultant, or therapist; a parent or student volunteering to serve on an official committee, such as a disciplinary or grievance committee; or a parent, student, or other volunteer assisting another school official in performing his or her tasks. A school official typically has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.

[Optional] Upon request, the school discloses education records without consent to officials of another school or school district in which a student seeks or intends to enroll, or is already enrolled if the disclosure is for purposes of the student's enrollment or transfer. [NOTE: FERPA requires a school or school district to make a reasonable attempt to notify the parent or student of the records request unless it states in its annual notification that it intends to forward records on request or the disclosure is initiated by the parent or eligible student.]

4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by the school to comply with the requirements of FERPA. The name and address of the Office that administers FERPA are:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, DC 20202

Right to Nondiscrimination

The Huron school district does not discriminate in its employment policies and practices, or in its educational programs or activities on the basis of race, color, creed, religion, age, marital status, gender, disability, national origin, or ancestry.

Inquiries concerning the application of Title VI or Title IX may be referred to Mrs. Jolene Konechne or Mrs. Linda Pietz, Coordinators, Huron School District, Huron, SD 57350 (605-353-6992) or to the U.S. Dept. of Education, Office of Civil Rights, Customer Service Team, 400 Maryland Ave. SW, Washington, DC 20202-1100
Phone: (800) 421-3481; FAX (202) 245-6840; TDD (877) 521-2172; E-mail: OCR@ed.gov

Section 504/American Disabilities Act

Section 504 accommodations can be provided for a student who has physical or mental impairment that substantially impacts the student's education. Each situation is based on the individual's needs. For a complete description of the rights granted under Section 504, please contact Ralyna Abelseth, Coordinator (353-6997) or the high school (353-7800).

Right of the Disabled

All students with disabilities in the Huron school district are entitled to the benefits of a free, appropriate educational program. For specific information about eligibility and services, please contact the Special Services Director, Ralyna Abelseth (353-6997).

Right to Confidentiality of School Records

The Family Education Rights and Privacy Act of 1974 assures the confidentiality of students' records. A parent, guardian, or student over 18 years of age may refuse to permit the release of any information about a student by notifying the principal in writing.

Please address any concerns that you have over compliance of our schools to the FERPA laws to:

Kraig Steinhoff, Superintendent, 150 5th St SW, Huron, SD 57350

Phone: (605) 353-6990.

For additional information, you may call 1-800-872-5327, or you may communicate with the following address:

Family Policy Compliance Office, US Dept. of Education, 400 Maryland Ave, SW, Washington, DC
20202-8520

www.ed.gov/policy/gen/guid/fpco/ferpa/index.html

Right to Due Process

The phrase "due process" means that any person accused of a violation of a rule, responsibility, or policy of law is entitled:

- A. to know what charges are against him/her.
- B. to have the opportunity to present his/her viewpoint before a final disciplinary decision is made.

A student facing serious disciplinary action such as long-term suspension, mandatory reassignment, or expulsion will receive from the school a copy of school policy that outlines a specific procedural process mandated by law to insure due process. If a decision for disciplinary action is made, the student has the opportunity to appeal that decision to a higher authority and must state his/her intent to do so. Disciplinary action must then await the outcome of the appeal. For a copy of the appeal's process, please contact the high school office.

Attendance

Students are expected to be on time for school each day school is in session. Attendance is an important factor in achieving a good education and in preparing for the workforce. High achievement is dependent on student participation in classes on a daily basis. There is a strong link between good attendance and a good education. However, we do understand there are days when students must miss school. Students should make up all assignments as soon as possible to remain current in the class. In an attempt to improve attendance for a student who is struggling, the following steps will be taken.

- After a student's fifth unexcused absence in a class, the teacher will contact the student's parents to inform them the student has **four- five** absences, and to remind them students are expected to attend class daily.
- After a student's eighth unexcused absence in a class, a meeting will be set up with the student, his/her parent(s), and an administrator to discuss the student's future in the class.

The reasons for the student's absences, and their progress in the class will be considered when determining the best place for the student to experience success. Students on Individual Education Plans or 504 Accommodation Plans will address absences and tardiness with the student's team before truancy is referred to the State's Attorney.

Tardies: Students will be counted tardy if they arrive in the first five minutes of class. After five minutes the student will be counted as absent.

PROCEDURES

Notes to parents/guardians: Communication with the school regarding absences is essential. If your student is absent from school, you must communicate with the school as soon as possible to confirm your student's absence. Office secretaries are on duty from 7:00 a.m. until 4:30 p.m. each school day to receive your calls regarding absences. Call 353-7800 to leave information about your student. If it is impossible for you to call, a note written to the office will serve as means of communication. **Absences must be verified by 2:00pm on the school day following the occurrence or they will be considered unexcused.**

*If your student must to be absent from school, you are requested to notify the office in advance if at all possible. Students should communicate with their teachers and complete requested school work before the absence occurs.

**Absences for medical/dental appointments: Parents/guardians are encouraged to schedule appointments during non-class time whenever possible. Parents/guardians are asked to communicate with the office before the student checks out.

Sign-Out/Sign-In Procedures: Students are required to remain on campus from the time they arrive in the morning until they are dismissed in the afternoon (with the exception of those students who have earned privileges). Parental/guardian permission must be given to the office **before** a student may check out during the school day. A student must check out from the office **before** leaving. Any student who fails to follow these procedures will have their absence recorded as unexcused. Any student not returning after lunch must notify the office that same day or their absence will be recorded as unexcused.

- If a student fails to check-out of school in the office prior to leaving the building, all absences will be unexcused regardless of parent permission.
- If a student fails to check-in to the office when returning to school or arriving for the first time after 8:05am, all periods missed will be unexcused regardless of parent permission.

EXPLANATION OF ABSENCES and MAKE-UP WORK RESPONSIBILITIES

School Activities: A student representing the school at a school activity during the day is considered present.

Make-up work: The student must make up work in advance of the absence or have work missed ready to hand in the next class meeting at the discretion of the teacher. A student who misses school for two days or more, as for state tournaments or for other programs, will be afforded a reasonable amount of time to complete assignments.

In-School Suspension: A student is considered absent from class, and the absence counts against the absence policy. This includes removal from a class for a single period.

Make-up work: The student will be provided assignments. To earn credit, he/she must hand in assignments on the due date.

Out-of-School Suspension: A student is considered absent, and the absence will count against the absence policy.

Make-up work: The student will be provided assignments. To earn credit, he/she must hand in assignments on the due date.

Homebound Absences: A student physically or emotionally unable to attend school will be placed on a homebound or similar program to help earn credits in the areas where most practical. Following treatment, the student will be returned either to a regular school setting or to the Credit Recovery Center--whichever is more appropriate for the individual student and his/her needs.

Unexcused Absences: A student may not have the option of making-up work missed on the day of the unexcused absence based on each teacher's syllabus.

Withdrawals and Transfers: Students who withdraw from school or whose families are moving outside the school district should contact the office to receive the proper forms and information necessary to complete an accurate withdrawal process.

Daily Schedule

Time	Period	A Day Schedule	B Day Schedule	Period	Time
8:05-9:30	1	7:55-8:25 Prima Chorale and Symphonic Band 8:27-8:57 Concert Choir and Concert Band 9:00-9:30 Orchestra		2	8:05-9:30
9:35-11:00	3			4	9:35-11:00
11:00-11:45	1st Lunch			1st Lunch	11:00-11:45
11:45-1:10	2nd Class- 5			2nd Class-6	11:45-1:10
11:05-12:30	1st Class- 5			1st Class -6	11:05-12:30
12:30-1:15	2nd Lunch			2nd Lunch	12:30-1:15
1:15-1:45	SRB			SRB	1:15-1:45
1:50-3:15	7			8	1:50-3:15

Academics

Conferences

Parents are encouraged to attend conferences during the first and the second semester of each school year to discuss student progress with staff. Parents will be notified of scheduled conference times.

Grading System

The school year is divided into four marking periods--each approximately nine weeks long. A report card will be issued after each quarter is completed. The grade recorded on the permanent record is the final grade of the semester. Parent-teacher conferences are held twice each semester. Internet access to grades is available throughout the quarter through Parent Portal. Teachers may send out progress reports any time. These progress reports are usually sent out mid-quarter. They are warning or failure notices to the parents or guardians of students who are doing poor or failing work. Parents are urged to contact the student's teachers to discuss and/or help their student when necessary.

Marking System

A = 4.0

B = 3.0

C = 2.0

D = 1.0

F = 0.0

Grade point average

The grade point average (G.P.A.) is computed by the following procedure: multiply the number of grades by their value, add together, and divide by the number of grades. (Semester academic grades are used for this.)

For example: Suppose a student received 1 A, 2 B's, and 3 C's

$(1 \times 4.0) + (2 \times 3.0) + (3 \times 2.0) = 4.0 + 6.0 + 6.0 = 16$ grade points

6 (classes attempted) divided into the 16 grade points gives the grade point average = 2.7

Incomplete (I) grades

Quarter incomplete shall be given when major papers, book reports, or tests are not completed. Teachers may grant a two-week time limit to make up incomplete work. Exceptions to the two-week period will be made when there are extenuating circumstances. All incomplete grades will become an **F** after this time period.

Guidelines to Add/Drop Classes

The classes Huron High School offers each year are based on the classes students register for the

previous school year. As a result, it is difficult to grant schedule requests. If a student would like to request a schedule change they must complete the Schedule Change Request Form on the school webpage. The following are general guidelines for dropping and adding classes.

Before the 4th Class Meeting: Students may request to drop a class before the class meets four times. The permanent record will not show the course as taken. If students are not enrolled in a minimum of six classes each semester, another class must be added.

After the 4th Class Meeting: Students may request to drop a class after the fourth class meeting. Students cannot add a class after the fourth meeting of the class. Students who withdraw from a course after the fourth meeting of the class will receive a WITHDRAW PASSING (WP) if they are passing and are above the minimum number of six courses. They will receive a WITHDRAW FAILING (WF) if they are failing. Passing or failing, students who drop below the minimum number of six classes, will receive a WITHDRAW FAILING (WF). WF grades will be counted as an F towards the G.P.A. Students who drop below the minimum number of credits will be placed in a study hall.

Pass/Fail Course Work

Students will work with their teacher and a principal to determine whether a class is offered with a pass/fail option. A student may elect to take some course work pass/fail under the following guidelines:

- A. A student may elect a maximum of one class per semester pass/fail.
- B. Check with the school counselors to determine whether a pass/fail grade will jeopardize honors or scholarships. Pass/Fail classes will not meet Regent Scholar requirements.
- C. The student must meet with the instructor to fill out the proper request form.
- D. Only the principal may allow a student to take a traditional grade after they have been approved for a pass/fail request. The principal will limit discretion to a misunderstanding on the eligibility for honors or scholarships as described in B.
- E. Credit received on pass/fail will be applicable toward graduation, but will not count on class rank.
- F. The pass/fail will appear on the student's permanent record folder along with other final grades.
- G. A student will receive an "F" for failing a course regardless of the decision to take as pass/fail or with traditional grading.
- H. Students are encouraged to wait as long as possible before requesting a pass/fail, as teachers and administrators encourage taking a traditional grade whenever possible.
- I. Students are discouraged from taking a class pass/fail in order to avoid a "B" on their report card. The transcript with a "B" is held in higher respect than the one with a "pass" grade.

Repeating a Class

If a student repeats a course both grades will appear on the transcript, however, only the highest grade earned will be used to calculate the GPA.

Credit Recovery Center

Students may be pulled out of study hall in A121 or the Commons to receive guided instruction in the Credit Recovery Center. Students may also be assigned to the Credit Recovery Center permanently if an instructor, a counselor, and an administrator feel a student needs the assistance.

Honor Graduation

Students who graduate with a grade point average (GPA) of 3.900 or higher are listed as graduating with HIGHEST HONORS. Those with a GPA of 3.750 to 3.899 inclusive are designated as graduating with HIGH HONORS, and those with a GPA of 3.500 to 3.749 inclusive are designated as graduating with HONORS.

A student must have completed at least two full semesters at HHS to qualify for honor graduation. In determining honor graduates, all regular academic courses are considered. Grades in driver education are excluded. GPA is computed at the end of the 7th semester to determine candidates for honor graduate status. The GPA is recomputed at the end of the 8th semester to confirm honor status and final class rank. Students who qualify to graduate with **HIGHEST HONORS, HIGH HONORS, or HONORS** after the 8th semester will be recognized at graduation.

Honor Roll

Students are named to the honor roll by maintaining at least a grade point average of 3.500.

Merit Roll

Students are named to the merit roll by maintaining at least a grade point average of 3.000 to 3.499.

Academic Letter

An academic letter can be earned in the following ways:

- Juniors must have a five-semester GPA of 3.750
- Seniors must have a seven-semester GPA of 3.750

Opportunities to earn Post-High School Credit

Information on the following opportunities for earning credit which may apply to post-secondary education is available from the counselors.

- Juniors and Seniors may enroll in classes at a university or technical school and receive credit at Huron High School. Upon completion of a 3, 4, or 5 credit college class, $\frac{1}{2}$ credit of high school credit will be granted. More information is available in the Counselors' Office.

Alternative Education

Students who have struggled or are struggling in class may be referred to the principals. Depending on the student's needs they may be assigned to the Credit Recovery Center, or allowed to enroll in online courses.

Assessment

Various state and local assessments are used throughout the school year to determine your child's level of achievement as well as their progress. These assessments include but are not limited to the following:

- Access
- WIDA Model
- State Assessment for ELA & Math – grade 11

The results of these assessments may be shared with you during parent teacher conferences. You are invited to discuss these results with your teachers or principal at any time.

Report Cards

Report cards, issued at the end of each quarter, reflect the students' cumulative progress through that grading period

Requirements for Graduation

In an effort to help students graduating from Huron High School be adequately prepared in today's society, the following minimum graduation requirements have been established.

REQUIREMENTS

HURON HIGH SCHOOL AND STATE BOARD GRADUATION REQUIREMENTS

LANGUAGE ARTS*	4.5
LAB SCIENCE	3
Must Include 1 Credit Biology	
MATH	3
Must Include 1 Credit Algebra I	
GOVERNMENT	0.5
US HISTORY	1
GEOGRAPHY	0.5
WORLD HISTORY	0.5
SOCIAL STUDIES ELECTIVE	0.5
PERSONAL FINANCE OR ECON	0.5
FINE ARTS	1
PHYSICAL EDUCATION	0.5
HEALTH	0.5
COMBINATION OPTIONS	1
World Languages, Career/Technical or Capstone Experience	
ELECTIVES*	7
TOTAL CREDITS*	24

*Local requirements are higher than state requirements

In addition to the base requirements for an HHS Diploma, students may earn advanced endorsements that align with the student's personal learning plan. Students may earn one or more of the three endorsements. The additional requirements for each endorsement are below.

<p style="text-align: center;">POST/SECONDARY EDUCATION ENDORSEMENT</p> <p>Math Credits Must Include: Geometry Algebra II</p>	<p style="text-align: center;">ADVANCED CAREER ENDORSEMENT</p> <p>2 Credits Of Any Combination of: Approved CTE Credits from the same career cluster Or a Capstone Experience Only 4 credits of English and 22 total credits are required</p>	<p style="text-align: center;">ADVANCED HONORS ENDORSEMENT</p> <p>4 Credits of Math that Include: Algebra I, Geometry, Algebra II, and Advanced Math 4 Credits of Science that Include: Biology, Any Physical Science, Chemistry or Physics, and a Science Elective 2 Credits of Any Combination of: World Languages or Approved CTE Classes</p>
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Students at Huron High School who are working toward a diploma are required to enroll in a minimum of six classes per semester. **Classes may include: classes at HHS, online classes, Dual Credit classes, teacher's assistant, job shadowing, work experience, etc. All non-HHS class options must be approved by the principal or assistant principal.**

Grade Level Classification

Freshmen:	All first-year students
Sophomore:	All second-year students
Junior:	All third-year students
Senior:	All fourth-year students

*Privileges are earned by passing classes and staying on track to graduate, not by grade classification.

*Seniors must complete all course and credit requirements prior to participating in commencement activities.

**Students attending beyond four years will be on non-traditional status.

Post-Secondary Education

Requirements for graduation are different from college entrance requirements. Students who expect to enroll for further education in post-secondary institutions should plan carefully to make sure they have included the necessary preparation in a high school program for entrance into the post-secondary school of their choice.



Health Related Items



Nursing Services

There is a school nursing facility in the office for those students who are injured or become sick during the school day. Students who are ill or injured should report to the school office. Over the counter Ibuprofen and Tylenol are available to students as long as the parent/guardian signs a Medication Authorization form prior to medication administration.

If your child needs to take a prescription medication during the school day, both the prescribing doctor and parent must sign a Medical Authorization form prior to medical administration. Parents/guardians are responsible for bringing the medication to the school.

All medication must be in the original container. Prescription medications are required to have the original prescription label attached to the container. Medications are secured in a locked cupboard and only administered by trained staff per SD codified law. A record of medications administered to students is kept in the nurse's office.

Students who have a temperature of 100.0 or higher are asked to go home. They may return to school after being fever free for 24 hours without the use of Tylenol or Ibuprofen. Other school exclusions are listed on the district website.

The school nurse is not always in the building.

Immunization Requirements for School Attendance

SD State Law requires any pupil entering school in this state shall, prior to admission, be required to present to school authorities certification that he or she has received a test for tuberculosis and has received or is in the process of receiving adequate immunization against poliomyelitis, diphtheria, tetanus, pertussis, rubella, rubella, mumps, according to the recommendations of the State Department of Health. Students must also provide proof of immunization for chicken pox or documentation of having had the disease previously. The only exemptions are medical exemptions signed by an M.D. and religious exemption.



Policies and Procedures



Chemical Abuse/Dependency

Huron Public School District #2-2 recognizes that chemical abuse/dependency is a concern that needs to be addressed by the school and community. Chemical dependency problems often interfere with school behavior, student learning, and the fullest possible development of each student.

The use or possession of alcoholic beverages or any controlled substance, as defined by South Dakota Codified Laws (SDCL), by any student on any school property or while attending any school related function is prohibited. For a copy of the complete policy, please contact the high school office (353-7800).

Awards: While attending Huron High School, students have the opportunity to earn various awards for academic achievement, athleticism, fine arts participation and citizenship. The majority of student awards are presented to students at Class Day ceremony in May.

Book Fines: Books returned with an ordinary amount of deterioration due to usage should be accepted at no charge to the student. Lost textbooks (and books that suffer extreme abuse) will

be charged at the following rates:

- a) the replacement cost of a new book - for a book lost in the year it was purchased.
- b) the replacement cost of a book suffering extreme damage or abuse in the year it was purchased.
- c) 50% of the cost of a replacement book suffering extreme damage or lost after its first year.
- d) \$15 for a book suffering unusual damages.
- e) \$10 for a book suffering minor damages.

Cancellation/Late Start of School: If severe weather conditions require the delay or cancellation of school, local radio (Performance Radio stations) and television (KELO, FOX, KDLT) stations broadcast pertinent information. Additionally, the information is posted on our school webpage, an email goes out to all students and a recorded message will be sent to the primary phone number on each student's record. If school starts late due to bad weather, students will receive a copy of the amended class schedule for that day via their school email account.

Detention: A consequence in which students are required to attend before school, during lunch, or after school. Detention may be assigned by a teacher to be served in their classroom with them or by an administrator to be served at a designated location.

Early Graduation: Seniors who plan to graduate at the end of the first semester and juniors who plan to graduate at the end of the year must meet with the principal during the first week of school to complete the early graduation form. The principal may allow a student to apply for early graduation later in the semester for extenuating circumstances.

Emergency Drills: Directions will be given by school personnel for you to move to areas of safety.

Fire Drills: The signal for a fire drill is the sounding of a shrill fire horn. Your cooperation is needed to clear the building as efficiently and safely as possible.

GIFT: At the conclusion of each semester teachers may provide students with the opportunity to complete work or make up time that they missed during the semester.

Hall Passes: To be in the halls, a student must wear their ID and have an e-pass from an administrator, teacher, or para. This applies to ANY STUDENT who finds it necessary to enter the halls during class time.

IDs: All students, staff and visitors must wear an ID that is visible on the top half of their torso and is in clean and clear condition. While this is an expectation in every class, it is equally important in the hallways and commons, as the need to check and follow-up on persons without identification is a part of safety protocol. Students in the hallway without an ID may be charged with an absence in their current or next class and will be assessed a replacement fee of \$5.00.

Internet Availability: Student use of the Huron School District Network (HSD Network) shall comply with the policies of the school board, district staff, and the Children's Internet Protection Act (CIPA). The CIPA may be found on the school website. Student use of school technology may be permitted after the permission form signed by parents/guardians has been received by the office. Students who abuse the privilege of internet access may lose access to it.

Lockers: Lockers are the property of the Huron School District. Each student may choose to have an individual locker with a combination lock to be used for coats, books, and other school supplies. The school can assume no responsibility for articles lost or stolen. Inspection of lockers can happen at any time by school personnel. Authorized random searches, including drug dogs, are part of our student safety program.

Messages from Parents: Parents should feel free to e-mail their student. Students are permitted access to e-mail during the school day. In emergency situations please call the office and students will be called from class for a telephone call or have messages delivered to them.

Money and Valuables: Please do not bring large amounts of money to school. All valuable

articles should be in possession of the owner at all times. *The school cannot accept responsibility for stolen money or other articles.*

Parking Fines: There are designated areas for student parking. Students parking in areas designated for staff, or parking illegally, will be in violation. The first offense will result in the student receiving a ticket informing them of the parking violation. The second offense will result in student signing an agreement that, upon the third offense, the student acknowledges that their vehicle will be impounded and the fees and fines are the student's responsibility. The student may be given the option of a \$25.00 fine in lieu of the vehicle being towed (cost estimate \$90.00).

Posters and Announcements: Any posters or announcements to be displayed in the hallways at Huron High School or read over the network must be approved by an administrator.

Student Electronic Devices: The use of electronic devices during instructional time is up to the teacher. If a student does not follow a teacher's instructions it will be considered insubordination and will be handled as such. If there is reasonable suspicion to believe a student has used an electronic device to cheat, bully another student, or otherwise violate school rules the phone may be confiscated by an administrator."

Note: Any electronic device on campus is subject to inspection, with reasonable suspicion, by a principal at any time.

Substitute Teachers: Substitute teachers are to be accorded the same respect as regular classroom teachers. Any student failing to maintain a proper relationship with a substitute teacher will be dealt with accordingly. The responsibility is on the student to treat a substitute with the respect and courtesy that is due all persons at HHS.

Visitors: All visitors must report to the office immediately when entering the building. During the school day, visitors must stay in the office unless otherwise approved of by the principal's office.

Privilege Package

ENTRY LEVEL

A freshman enters Huron High School with the opportunity to establish themselves as a good citizen and a sound academic student. Attending regularly and passing all classes will lead to the opportunity to earn a set of campus life privileges described below. Please note: students must not take advantage of privileges before they are earned. The privilege package comes with a set of signatures from parents who acknowledge that their student is not being supervised.

NOON PRIVILEGES

A student will be allowed to leave campus during noon break IF:

- Is currently passing SIX classes, and
- Displays appropriate conduct in school/community showing the necessary maturity for such privileges.

ON-CAMPUS PRIVILEGES

A junior will be allowed to have “on-campus” privileges in a designated area during study halls IF:

- He/she has earned TWELVE credits,
- Is currently passing SIX classes, and
- Displays appropriate conduct in school/community showing the necessary maturity for such privileges.

OPEN-CAMPUS PRIVILEGES

A senior will be allowed to leave the campus or remain in the commons during study halls IF:

- He/she has earned EIGHTEEN credits,
- Is currently passing SIX classes, and
- Displays appropriate conduct in school/community showing the necessary maturity for such privileges.
- Seniors may lose one quarter of open campus privileges for each section of the Smarter Balance where they do not score at the proficient or advanced level.

Seniors are expected to attend homeroom and assemblies.

INTERVENTION

Maintaining any level of privilege is dependent upon passing all classes. Juniors and seniors who are failing a class or lose their privileges for any other reason may be assigned to study hall in A121.

Those students who are eligible for any privilege must abide by the rules set below:

1. Excessive absences or tardiness will result in revocation of privileges.
2. Any student who violates a school rule or is suspended from school will lose privileges.

3. Any student who has been apprehended by the authorities while out of the building will lose privileges.
4. Any student found violating the rules regarding the use of alcoholic beverages, tobacco, and/or drugs will lose privileges in addition to the other related consequences.
5. Any student who receives a mid-term deficiency notice or an "F" on his/her report card will lose privileges. Privileges reinstatement will occur only at the end of a quarter or at a mid-term break.
6. A student who was not eligible at the beginning of the year, but meets the grade and credit requirements at the end of a semester, will be allowed privileges after credit requirements are reviewed by an administrator.
7. Any student who receives an incomplete on his/her report card will lose privileges until the "I" becomes a passing grade.
8. Students must properly check out to leave the commons for any reason.
9. Privileges are not time off from school. Academics must be the focus of all students during school time when they are not in class. Seniors must study during open campus. Juniors must study in the commons. Sophomores and freshmen must study in study hall. Non-academic games are not permitted.
10. Vehicles:
 - a. Students are allowed to drive their vehicles during privileges.
 - b. Students must adhere to local traffic regulations.
 - c. Students will not park in the staff reserved parking areas.
 - d. Students outside the building with other students who do not have the privilege are subject to loss of their own privileges.
11. Actions related to school activities and events will be tied to privileges. Students are expected to continually prove to the community that they deserve the privileges.
12. Parents must sign a liability clause before privileges are granted. They need to be signed in person in the high school office.

The Privilege Package is Earned through performance!



Standards of Conduct & Discipline



The goal of discipline is a self-disciplined individual with a mature attitude and socially acceptable standard of conduct.

Huron High School operates based on the knowledge that the vast majority of students are self-disciplined, make good decisions, and behave in a productive manner. Proper behavior is the responsibility of the student and his/her parents/guardian. The student has the responsibility to know and respect the rules and regulations of the school and to be considerate of the rights of others. Administrators, teachers, counselors, and other school personnel are authorized to enforce rules and regulations to promote the learning climate. High school students are expected to show respect for oneself, for each other, and for public and personal property. Students have the right to expect the orderly conduct of the school program. Behavior that would be detrimental to a stimulating learning climate must be discouraged. Students are under the jurisdiction of the school district while on the school grounds, under the supervision of school authorities, attending a school function, riding a regular bus route, or on any extra-curricular trip.

Conduct that Constitutes Grounds for Short- or Long-Term Suspension, Expulsion, or Reassignment:

School officials have the authority to discipline a student by exclusion, suspension, or expulsion. In addition, in the case of a clear and present danger to the student or to other students, emergency procedures will be followed. For this section, the terms shall have the following meanings:

Emergency Exclusion: Immediate exclusion if the student has a dangerous communicable disease or presents a clear threat to self or others.

Short Term Suspension: Up to and including ten school days.

Long Term Suspension: More than ten school days, but less than 90 school days

Expulsion: Removal of the student for a minimum of the balance of the current school term with the loss of all credits.

The following chart shows examples of appropriate consequences for violation of the standard of school behavior. It does not imply or require that a step-by-step progression of increasing severity be employed by the administration in dealing with a violation. However, there shall be a logical relationship between the severity of the offense and the administrative action.

STUDENT CONDUCT

PROGRESSIVE

DISCIPLINE

CHART

STUDENT ACTION

(Category I--Attendance) Unexcused Absences	5 Class Periods Contact Parent	8 Class Periods Student/Parent Meeting to Determine class placement		
(Category II--Behavior) Bus Misconduct	Two Week Suspension From The Bus	Removal From The Bus Up To The Rest Of The Year		
Obscene language, profanity, inappropriate dress	Verbal reprimand, Detention	Contact parent, verbal reprimand, Detention	One day ISS	Two days OSS
Student sent to office due to disorderly conduct, disruption of school day, defiance of authority, insubordination, property damage	Parent Contact 1-4 periods of ISS/OSS, or Detention	Parent Contact 2-4 Days of ISS/OSS	Parent Meeting 5-7 Days of OSS	Parent Meeting 10 Days of OSS
Student sent to office due to intimidation, harassment, fighting, verbal abuse	Parent Contact, 3-5 days OSS	Parent Contact, 5-10 days OSS	Long Term Suspension or Suspension pending expulsion	Parent Meeting Long Term Suspension
(Category III--Illegal Activities) Assault, alcohol, drugs (possession/under the influence), false fire alarm, robbery/extortion, theft, hazing on or off school property	Contact parent/law enforcement, 1-5 days OSS, and/or counseling	Contact parent/law enforcement, 6-10 days OSS, and/or counseling	Contact parent/law enforcement, Long Term Suspension and/or counseling	Parent Meeting Long Term Suspension
Tobacco/Betel Nut/Vape (use or paraphernalia)	Contact parent/law enforcement, 3-5 days OSS, and/or counseling	Contact parent/law enforcement, 6-8 days OSS, and/or counseling	Contact parent/law enforcement, 10 days OSS, and/or counseling	Parent Meeting Long Term Suspension
Drug distribution, purchase or use on school property	Parent Conference, 5-10 days OSS, drug/alcohol evaluation and/or counseling	Parent Conference, long term suspension pending expulsion, notification of law enforcement		
Weapon - No Intent	Parent Contact/Legal Referral	5 Days OSS/Legal Referral	10 Days OSS/Legal Referral	Long Term Suspension
Weapons	Parent Conference, long term suspension pending expulsion, notification of law enforcement			

Definitions

- **Alcohol:** Possession, sale, distribution, use, or being under the influence of any alcoholic product while on school grounds or at school-sponsored activities.
- **Assault:** Assault is a violent act causing bodily harm or intentional inflicting of or attempting to inflict bodily harm upon another.
- **Attire:** It is each student's responsibility to come to school clean and neatly dressed. Apparel must meet with health and safety codes, be in good repair, and not interfere with the educational process. Any questions concerning appropriateness of dress will be handled on an individual basis. The following list is not all inclusive, but gives **examples of inappropriate student dress:**
 - Clothing that displays derogatory, negative, obscene, put down, suggestive or off-colored messages or advertises alcohol, tobacco, drug use or gang affiliation.
 - Clothing that is unnecessarily distracting in the school and learning environment.
 - Low riding jeans, pants or shorts that permit undergarments or skin to show. Even when a shirt is used to cover the top of the pants, it is unacceptable to wear pants below the waist.
 - Undergarments that are worn as outer garments.
 - Tops or shirts that do not touch the top of the jeans or skirt.
 - Tops, such as mesh tops, that permit undergarments to be seen.
 - Tops that are excessively revealing or permit excessive exposure. Tank tops must have high backs and high neckline, small arm holes and cover all undergarments and straps.
 - Hats/caps/hoods/head coverings in the building from 7:00 am until the end of the academic day.
- **Bullying:** Bullying of students is against federal, state, and local policy, and is not tolerated by the Huron School District. School board policy ABB clearly details a student's rights and protection from bullying and harassment. This policy can be found on the school website.
- **Bus Misbehavior:** Any behavior/action that interferes with the bus driver's ability to operate his/her vehicle safely.
- **Damage of School Property:** The willful cutting, defacing, or otherwise injuring in any way any property, real or personal, belonging to the school district.
- **Defiance of Authority/Disobedience:** Refusal to follow school rules and regulations or a legal direction.
- **Disorderly Conduct:** Engaging in offensive, obscene, or abusive language, or boisterous and noisy conduct intending to arouse alarm, anger, or resentment in others.
- **Disruptive Behavior:** Action that interferes with teachers being able to teach and students being able to learn.
- **Drugs/Controlled Substance:** Possession, sale, distribution, use, or being under the influence of an illegal drug or controlled substance on school premises or at school-sponsored activities.
- **Falsification of Records and Identification:** The falsification of signatures or data and/or the refusal, when requested to do so by a staff member, to give proper identification or the giving of false identification.
- **Fighting:** Fighting is mutual combat in which both parties have contributed to the situation by verbal and/or physical action.
- **Fire-False Alarms:** The giving of a false alarm of fire or the tampering or interference with any fire alarm system.
- **Gambling:** The playing of a game of chance for stakes.
- **Harassment:** Participating in, or conspiring with others to engage in, harassing acts that injure, degrade, or disgrace other individuals.
- **Sexual Harassment:** Sexual advances, requests for sexual favors and other verbal or physical

conduct of a sexual nature. Copies of the district sexual harassment policy may be obtained in the high school office or the district office.

- **Hazing or Intimidation:** Huron High School does not approve of hazing or intimidation on or off school grounds and it is illegal. HHIS will cooperate with parents if they wish to bring legal action against those who participate in hazing or intimidation. NOTE: It is a violation of school conduct rules for any student including freshmen to willingly participate in any form of initiation.
- **Inappropriate Use of Technology:** Students who use either school issued or personal electronic devices while at school to visit inappropriate websites, harass other students, or otherwise violate school rules may lose the use of those items issued by the school or use of their personal devices while at school.
- **Interference/Obstruction:** Any action taken to attempt to prevent a staff member from exercising his/her lawfully assigned duties.
- **Theft:** The unauthorized taking of property of another.
- **Tobacco/Betel Nut/Vape:** Possession or use of any type of tobacco, betel nut, or vape product while on school grounds, at school-sponsored activities, or off-campus during school hours.
 - Parents and police will be notified when minors break the possession/consumption laws. Offenders will progress through the discipline chart.
- **Verbal Abuse:** Disrespectful language and/or threatening language.
- **Violence:** Use of violence, force, coercion, threat, intimidation, or similar conduct that constitutes interference with school purposes.
- **Weapons:** A weapon is defined as any firearm, knife, or device, instrument, material or substance, whether animate or inanimate, which is calculated or designated to threaten, do bodily harm, or inflict death.

Police Visitation/Use by School

It is the philosophy and belief of the administration at Huron High School that the responsibility for dealing with student discipline rests with us. Thus, we will make every effort to handle such problems in-house according to the policies and procedures established by the district and the school. However, when violations of law or municipal ordinance occur, or when a student or parent/guardian refuses to work within the established policies of the district and school, or when security of persons or property appears to be in jeopardy, we will call the police and initiate arrest and prosecution proceedings. The school does work with the police department juvenile officers.

Eligibility/Participation in Co-curricular Activities

There are specific requirements governing student eligibility for participation in activities. Some regulations are set by the South Dakota High School Activities Association and some by Huron School District. For a complete listing of requirements, please contact the Athletic Director or the High School Office.

One specific regulation has been established by law. On first offense, any student adjudicated, convicted, the subject of an informal adjustment or court-approved diversion program, or the subject of a suspended imposition of sentence or suspended adjudication of delinquency for possession, use, or distribution of a controlled substance or marijuana (as defined by SDCL 22-42) or for ingesting, inhaling, or otherwise taking into the body any substance as prohibited by SDCL 22-42-15, is ineligible to participate in those activities sanctioned by the SDHSAA for a period of one calendar year from the date of adjudication, conviction, diversion, or suspended imposition of sentence. A student may reduce the suspension to 60 school days if the individual participates in an assessment with a certified chemical dependency counselor or completes an accredited intensive prevention or treatment program.

On second offense, the student will be permanently ineligible to participate in those activities sanctioned by the SDHSAA.

Participation by Home-schooled Students

Students who are home-schooled shall have the opportunity to participate in district co-curricular and interscholastic activities if they meet the requirements of state law, the South Dakota High School Activities Association, and district policy, including regulations specified in the student/parent handbooks.

The activities director, in conjunction with other administrators, will have the responsibility of formulating procedures regarding the participation of home-schooled students in activities. (Board Policy IGD)

Activities

Research has shown the most successful students are those who are involved in school-sponsored activities. There are numerous activities available for students at Huron High School. We encourage each student to find an area of interest and become involved.

Fine Arts Activities

- | | |
|----------------------|--|
| Music: | Marching Band, Concert Band, Jazz Band, Pep Band, Color Guard, Orchestra
Concert Choir, Mixed Chorus, Prima Choral, Madrigals |
| Forensics: | Novice Debate, Varsity Policy Debate, Varsity Lincoln Douglas Debate, Oral Interpretation |
| Drama: | One-Act Play Competition and Three-Act Play |
| Publications: | Yearbook and School Newspaper |

Athletics

	Boys	Girls
<i>Fall</i>	Cross Country Football Golf Soccer	Cross Country Volleyball Tennis Competitive Dance and Cheer Sideline Cheer Soccer
<i>Winter</i>	Basketball Wrestling	Basketball Gymnastics Sideline Cheer Dance
<i>Spring</i>	Track Tennis	Track Golf

Clubs and Organizations

- Drama Club:** is open to all students and is involved with more than acting. Members help backstage as well as with sets, costumes, and makeup. Their main fundraiser is a dance to fund the-end-of-the-year awards banquet. Mrs. Perry is the advisor.
- FBLA:** is an organization open to students who are currently enrolled in or have been in any business or computer class. The activity group has many fundraisers, community, and social activities throughout the year. The student organization is also active in local, state; and national competition and conferences. Mr. Carda is the advisor.
- FFA:** is open to any student who is enrolled in agriculture education courses. Members annually kick off their year by hosting the Animal Nursery at the State Fair. Their biggest fundraiser is their Christmas fruit sale. They participate in leadership and judging contests held in the state. An awards banquet ends the club's activities for the year. Ms. Jenc is the advisor.
- German Club:** is open to any student enrolled in or who has taken German. Members have several fundraisers during the year. The club celebrates several German holidays. Mrs. Holforty is the advisor.
- H-Club:** is open to all varsity athletic letter winners including athletes, cheerleaders, and managers. H-Club traditionally sells T-shirts at state tournaments held in Huron to provide the club with funds. And, as needed, the group may provide fund-raising assistance for a school project. Their events throughout the year are for recognition of athletes. Mr. DeBoer is the advisor.
- HERO:** is open to all juniors and seniors who are enrolled in the discovering foods course. The activity group has many fundraisers such as cookie sales. The discovering foods class also opens a restaurant which uses the HERO funds. This offers the students an opportunity to practice restaurant skills. Mrs. Rodacker is the advisor.

Key Club: is a service club affiliated with Kiwanis. Key Club is open to all students who are interested in helping with community service projects. Mr. Hennrich is the advisor.

National Honor Society: In accordance with the national guidelines, junior and senior students are inducted into the National Honor Society. Students must have a 3.5 GPA to qualify. Selection is based on their scholarship, character, leadership, and service. Juniors are eligible in the spring and seniors are eligible in the fall. Students do a variety of community projects throughout the year. Ms. Munce is the advisor.

Pep Club: is open to all students enrolled at HHS. The goal of this group is to increase school spirit and support for all of the extracurricular activities at HHS by displaying signs in the school, organizing themes for various spectator sports and organizing events during breaks of spectator sports. Additionally, this group demonstrates good sportsmanship called for the SDHSAA. Mrs. Stahly is the advisor.

Quiz Bowl: is open to all students enrolled at HHS. Students participate on 3-4 member teams and compete in a variety of knowledge and trivia contests with other schools in SD. Mrs. Brewer is the advisor.

Spanish Club: is open to any student enrolled in Spanish.

Student Council: is an elected group of students chosen to represent their class and the entire student body as well. To be placed on the ballot, candidates are required to gather the signatures of 20 classmates. They are responsible for making decisions that affect Huron High, organizing homecoming week, and setting up other various activities for students. Mrs. Fuchs, Mrs. Rubish, Mr. Mittelstedt, and Mr. Cutshaw are advisors.

School Letter Awards

The Huron chenille monogram has become the official letter award of the school and is reserved for those to whom it has been officially granted. It is to be worn on the official orange and black letter jacket by one to whom the award was presented. Unless the monogram is worn according to the regulations under which it is awarded, it soon ceases to have value. It must be understood that the letter is earned and is not a gift for participation.

Earning an Activity Letter

The lettering policy adopted for Huron High School is intended to utilize consistency and fairness to all participants. We believe it is a privilege to take part in interscholastic activities and feel that this lettering procedure will allow individual consideration for all participants in activities.

Each extra-curricular and co-curricular activity has specific requirements for earning a letter. A packet containing "Tiger Beliefs," training rules, and a complete listing of requirements for lettering in each individual activity is available from the activities director or at the high school office.

Student Dances

Dances and other activities will be supervised by Huron High School staff members. When students enter the activity, they are not to leave unless leaving for the remainder of the event. Non-Huron High School Students who attend dances as the guest of a Huron High School Student, are subject to the same rules as students and may be required to be pre-registered. School dances are school-sponsored and all rules and expectations for behavior are in effect. Students who are excluded from a school activity for unacceptable behavior may also be excluded from future activities.

Prom

Huron High School Juniors and Seniors who are in good standing with the school may bring a date that does not attend Huron High School. Non-student dates must be registered with the principal's office, currently enrolled in high school, or have not reached the age 21.

Media Center

The media center provides students with fiction and nonfiction books, e-readers, magazines and reference materials including computer and online access. The students are given the privilege of studying in a quiet atmosphere. To continue to utilize their library privileges, students are expected to wear their IDs and follow the rules of the library including normal book checkout and return policies.

Counseling Center

Counselors are available to help students in numerous areas including confidential assistance with personal and academic problems, course scheduling, career planning, and future education.

Sportsmanship at Athletic Events

Huron High School has traditionally had tremendous enthusiasm for sports. This enthusiasm has played a vital role in the success of our teams.

These students are young athletes, not professionals. As members of opposing teams, they are not enemies. The visiting team is a guest of the home team. The officials are adults who, by agreement between the two competing schools, are assigned to administer the rules of the game. Their experience and integrity qualify them for this responsibility. An attitude of friendly sportsmanship should be reflected by all spectators no matter how strong their loyalty to their team. Students and adults should show respect for players, cheerleaders, coaches, officials, and all other spectators attending the event.

Please regulate your actions at all times so that you will be a credit to the team you support. The school gets praise or blame for your conduct, because you represent your school just as athletes do.

DATE: June 1, 2020

TO: Parent, Teacher and Employee Organizations of the Huron Public Schools

This is the required annual notification regarding the availability of the Asbestos Management Plan.

The Huron School District #2-2 has on file a complete and updated Management Plan for dealing with asbestos containing building materials within the building. The Management Plan is available for viewing by interested parties, Monday through Friday, 8:00 am – 4:00 pm at the Administrative office of each attendance center, and at the Building and Grounds Director's Office located @ The Huron Arena 150 5th Street S.W. Copies will be available for \$12.00 within five days of written request.

The asbestos containing building materials are required to be kept under surveillance. The semi-annual surveillance will be conducted by trained personnel.



HURON VIRTUAL HIGH SCHOOL

Parent/Student Handbook 2024-2025

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Huron School Board of Education

Tim Van Berkum, President	tim.vanberkum@k12.sd.us	16th Year of Service
Shelly Siemonsma, Vice President	shelly.siemonsma@k12.sd.us	8th Year of Service
Garret Bischoff, Member	garret.bischoff@k12.sd.us	12th Year of Service
Craig Lee, Member	craig.lee@k12.sd.us	8th Year of Service
Ray Cardona, Member	ray.cardona@k12.sd.us	1st Year of Service

Huron School District Administration

District Level Administration

Superintendent	Dr. Kraig Steinhoff	605.353.6900
Business Manager	Kelly Christopherson, CPA	605.353.6995
Director of Special Services	Ralyna Schilling, MA	605.353.6997
Director of Curriculum, Instruction & Assessment, and Title IX	Linda Pietz, MA	605.353.6992
Director of ESL, Federal Programs , Accreditation, and CTE	Jolene Konechne, Ed. S.	605.353.8660
Technology Director	Roger Ahlers, MA	605.353.7800
Director of Buildings & Grounds	John Halbkat	605.353.7867
Director of Transportation	Kathie Bostrom	605.353.6989
Activities Director and Arena Manager	Scott DeBoer, MS	605.353.6973
School Nutrition Director	Amanda Reilly	605.353.6909

Building Level Administration

High School Principal	Rodney Mittelstedt, MA, MS	605.353.7800
High School Assistant Principal	James Cutshaw, Sr., Ed. S.	605.353.7800
Middle School Principal	Laura Willemsen, MA	605.353.6900
Middle School Assistant Principal	Lyndi Hudson, MA	605.353.6900
Washington 4-5 Principal	Kari Hinker, MA	605.353.7895
Madison 2-3 Center Principal	Heather Rozell, Ed. S.	605.353.7885
Buchanan K-1 Center Principal	Heather DeBoer, MS	605.353.7875

Introduction

This guide is for parents, guardians, counselors, and others who want to help students first decide whether virtual courses are a good option for them and, if so, how to proceed. In the pages that follow, you will find information about: the characteristics of a successful virtual learner, how to enroll in virtual courses, and the impact coursework may have on academics and activities.

What is Huron Virtual High School (HVHS)?

The Huron School District provides virtual learning opportunities for our students in grades 9-12. The student can take courses through the South Dakota Center for Virtual Education (SDCVE) and Edgenuity®.

- HVHS students remain under the supervision of HHS staff and will receive regular communication from the school regarding progress, including inclusion in parent-teacher conferences.
- HVHS students hold the same curricular/extra-curricular standing and privileges as students attending in-person classes at HHS, as outlined in the HHS Student Handbook.
- HVHS students receive a school-issued electronic device to complete their courses and must agree to the same conditions of use as students attending in-person classes at HHS, as outlined in the HHS Student Handbook.
- HVHS students incur no expenses for courses provided through the SDCVE, excluding Dual Credit courses.
- Eligible juniors and seniors can take dual credit courses, earning both high school and college credit. The cost for dual credit courses is the responsibility of the student and parent/guardian.
- The courses that the Huron School District utilizes through the SDCVE (<https://sdcve.k12.sd.us/>) are those courses which are led by instructors who are South Dakota certified teachers. These classes are paced and have daily/weekly assignments.

A student may schedule a meeting with the school counselor or administrator to pursue other virtual offerings from the SDCVE website mentioned above.

Why Consider Virtual Learning?

Students take virtual courses for a variety of reasons. For some students, it expands the range of courses and opportunities, particularly if a student cannot access a face-to-face course due to scheduling conflicts. For others, it allows students to take courses not offered at the local level. Other students may use virtual course opportunities for credit recovery or as a viable home-based schooling option. And, still, others may simply prefer the virtual learning format.

From a student's point of view, virtual learning may be attractive because it is:

- Personalized to individual needs and learning goals.
- Flexible so a student can try different ways to learn.
- Relevant to the virtual/online life many students lead.
- Responsive and supportive when a student needs extra help or time to learn.
- Available to all students 24 hours a day.

Profile of a Successful Virtual Learning Student

The most important question to answer is whether or not the student is well suited to be in a virtual learning environment. Parents and students should be aware that the demands of virtual courses are equal to and often exceed those of traditional seated courses. Virtual instruction places much more responsibility on the student. A student should plan to spend at least one hour a day, five days a week, on each course. In other words, at least five hours per week on each course. This is similar to the amount of time a student would spend in a course at the local school building. Instructors with virtual teaching experience agree that students who are successful at virtual learning have the following critical characteristics:

Technologically Prepared

Does the student have access to a consistent, reliable internet connection?

Strong Parent/Guardian Support

Does the parent/ guardian understand the demands and expectations of a virtual learner?

Are they prepared to help support the virtual learner?

Good Time Management

Can the student create and maintain a study schedule throughout the semester without face-to-face interaction with a teacher?

Effective Communication

Can the student ask for help, contact other students and instructors online and describe any problem they have with the learning materials using email?

Independent Study Habits

Can the student study and complete assignments without direct supervision and maintain the self-discipline necessary to stick to a schedule?

Self-Motivation

Does the student have a strong desire to learn skills, acquire knowledge and fulfill assignments in virtual courses because of their educational goals?

Academic Readiness

Does the student have the basic reading, writing, math, and computer literacy skills to succeed in a virtual learning course?

The Stanford Research Institute examined the accessibility of virtual learning for students, especially those at risk of failure. Their report cautions that students who have failed face-to-face classes may face unique challenges that will affect virtual learning success. For example, many students do not realize they will be even more accountable for their time, performance, organization, and productivity in a virtual learning class.

Making the Decision

In this process, a crucial role of the parent is to help the student decide if virtual learning is the most effective way for them to learn. Using the profile in the previous section is a starting point for making this determination. Once a parent decides if a student is likely to be successful, there are other questions to consider.

Technology

- Is there high-speed, reliable internet access available to the student?
- What are the technical requirements for the courses the student wants/needs to take?
- How technologically savvy are the parents/students?

Learning Environment

- Is there a quiet area in the home where the student can work on the virtual course? If not, does the student have access to a facility where they may work, such as the public library?
- Will there be a regular, designated time of day at which the student will work on the course(s)?
- Is the student willing and able to ask for help when needed?

Considering the Course

- Does the course meet academic/graduation requirements?
- Are there prerequisites for the virtual courses? Has the student met these requirements?
- How rigid are the course assignment/test dates?
- When can a student drop the course if they find it too difficult?
- Dual Credit Available if the junior or senior meet the requirements. There is a cost to the student and parent/guardian for Dual Credit courses through South Dakota universities and colleges.

Enrollment Procedures

Credit Recovery

For students attending traditional, in-person classes, Huron High School utilizes the online learning platform Edgenuity to support students seeking credit recovery. To be eligible for credit recovery courses, students must meet the following criteria:

1. The student must have taken and failed the course in the traditional classroom setting at Huron High School.
2. The student must have missed no more than 20% of the class periods in the course they are requesting to repeat.
3. The student must have demonstrated effort to pass the failed course, including a course grading record that shows no more than 5% of the assigned work was incomplete.
4. The student must have the permission of the principal/assistant principal and of a parent/guardian.

Online Courses for Traditional Students

Occasionally, scheduling limitations or other circumstances prevent traditional students from registering for the courses they need. In such instances, Huron High School provides online courses through Edgenuity to supplement a student's in-person class schedule. Students are required to obtain permission from the principal or assistant principal and of a parent/guardian.

Fully Virtual Learning

For students seeking an alternative to traditional classroom instruction, Huron Virtual High School (HVHS) allows students to complete courses online, without attending classes in person. To be eligible for enrollment in HVHS, students must meet the following criteria:

1. The student must be enrolled in HHS/HVHS on or before the last Friday in September.
2. The student must have the permission of the principal/assistant principal and of a parent/guardian.

Upon determining that virtual learning may be a viable option for a student, parents should contact the school counselor to pursue possible enrollment. A meeting will be scheduled with the student's counselor or administrator to determine student eligibility. The school district may deny a student/parent request to enroll in a virtual course at district cost if one or more of the following is true:

The virtual course is inconsistent with the remaining graduation requirements of the student.

The student has not completed the prerequisite coursework for the requested virtual course.

The student has failed a previous virtual course(s).

The course enrollment request does not occur within the enrollment period.

The list above is provided to parents/guardians as a guide, but other factors could exist which result in denial of virtual learning school enrollment. Should a student meet the eligibility expectations and the course requests are aligned to graduation requirements, he/she will be enrolled in the courses agreed upon.

Attendance

Regular and punctual patterns of attendance are expected of each student enrolled in the school district. In a virtual school environment, attendance is taken through the student logging into and engaging with the academic content daily. Frequent absences of students from regular classroom learning experiences disrupt the continuity of the instructional process, and the same applies in a virtual school environment. The benefit of regular classroom instruction is lost and cannot be entirely regained. The school cannot teach students who are not present. The entire education process requires a regular continuity of instruction, classroom participation, learning experiences, and study to reach the goal of maximum educational benefits for each student.

If a student is taking courses through the South Dakota Center for Virtual Education (SDCVE), the provider will not always report attendance, participation, and academic results to the district on a regular basis. Parents/guardians will need to be in consistent communication with their student to ensure the student is staying current on virtual classes.

Providers may make recommendations to the school district regarding the student's continued enrollment in the program.

The school district shall evaluate enrolled students' progress and success in any course or full-time virtual school offering. The district may terminate or alter the course offering if it is found the course or full-time virtual school is not meeting the students' educational needs. If the district determines online enrollment is not meeting the "educational needs" of a student, the student can be removed. The district criteria monitored are (1) attendance, (2) completion, (3) mastery engagement (including state assessment), and (4) least restrictive environment.

State Testing

All Huron Virtual High School students must participate in the SD ELA, Math, and Science Assessments. These tests measure students' progress toward mastery of the South Dakota Content Standards. All testing is conducted at the local school site.

Graduation Requirements

To earn a Huron School District diploma, students need to successfully complete the 24 credit requirements defined in the Huron High School Handbook. In addition, students and parents need to work closely with the school counselor to make sure they are on track to graduate.

Technology

Any virtual student in grades K-12 in need of a device will be issued an iPad or Chromebook. Devices may be picked up at Huron High School. The district, however, will not provide internet access; this is the responsibility of the parents/guardians.

IEP/504 Students

If a student with a disability served under an Individualized Education Program (IEP) or a Section 504 Plan was enrolled full time in the district for the preceding semester, the student can register for a Virtual course, if it has been determined that registration for the Virtual courses is the best educational interest of the student. The IEP team or the Section 504 Committee will determine if virtual education is appropriate for the student to receive Free and Appropriate Public Education (FAPE).

School Athletics and Activities

Students that desire eligibility to participate in activities or sports at Huron High School must meet the requirements set forth in SDHSAA Handbook. A student who enrolls in virtual classes through the Huron Virtual High School program may meet eligibility requirements outlined in ELIGIBILITY RULES AND REGULATIONS.

Final Advice for Parents

Throughout the student's enrollment in the virtual course(s), it is best practice to do the following:

- Set up a study space, including the technology required.
- Be prepared for any technical issues that may come up.
- Review the syllabus or course expectations with your student.
- Define expectations for when and where your student will work on the course.
- Agree on incentives and consequences.
- Reinforce that virtual courses are as important as seated courses and become part of the educational record.
- See that your student establishes a routine for working on their virtual course.
- Help your student maintain a regular study schedule.
- Monitor your student's progress.

Contacts

Points of contact for your student will be:

Mr. James Cutshaw
Assistant Principal
605-353-7800
james.cutshaw@k12.sd.us

Mrs. Lacey Wilde
School Counselor
605-353-7800
Lacey.Wilde@k12.sd.us

Mrs. Kristin Wheeler
School Counselor
605-353-7800
Kristin.Wheeler@k12.sd.us

Virtual Learning Contract

This Virtual Learning Contract serves as an agreement between the student, the parent/guardian, and the Huron School District. This agreement is meant to ensure a successful virtual learning experience for the student.

Student Expectations

- Students must have access to a reliable internet connection.
- Students will adhere to the district's acceptable use policy for technology and online resources.
- Students will maintain regular attendance and actively participate in all virtual learning classes.
- Students will take full responsibility for their own learning, actively seeking help and clarification when needed.
- Students are responsible for regularly checking their school email and online learning platforms for updates and announcements.

Parent Expectations

- Parents will provide a supportive and conducive learning environment at home, free from distractions, noise, and other disruptions that may hinder the student's focus and engagement.
- Parents will assist the student in establishing and adhering to a daily schedule that includes dedicated time for virtual learning activities, homework, and breaks.
- Parents will actively monitor the student's progress, engagement, and completion of assignments, providing guidance and support as needed.
- Parents will communicate with school staff about the student's academic progress, challenges, and successes.
- Parents will encourage and reinforce the importance of academic integrity, honesty, and responsible online behavior with their child.

District Expectations

- The school district will provide appropriate virtual learning platforms, technology tools, and resources necessary for students to access and engage in virtual classes effectively.
- The district will establish clear channels of communication and support between students, parents, teachers, and staff to address any concerns, questions, or technical issues that may arise during virtual learning.
- The district will maintain regular communication with students and parents, providing updates on virtual learning expectations, schedules, and any changes or modifications to the program.
- The district will assess student progress and provide timely feedback to support their academic growth and success.

Consequences for Non-Compliance

Failure to comply with the terms and expectations outlined in this Virtual Learning Contract may result in the following consequences:

- Student may receive a warning and be required to attend a virtual meeting with a school administrator to discuss the issue and develop a plan for improvement.
- Student's grades and academic progress may be negatively affected.
- Student may face limitations or restrictions on participation in extracurricular activities or events.
- Student may be subject to disciplinary action as outlined in the school district's policies and guidelines, including but not limited to suspension or expulsion from virtual learning.
- Continued non-compliance may result in the termination of virtual learning privileges, requiring the student to return to in-person learning, if available.

Student's Signature: _____ Date: _____

Parent/Guardian's Signature: _____ Date: _____

HVHS Technology Agreement

Huron School District is proud to offer our students devices for use as part of the Huron Virtual High School. We are ensuring that all virtual high school students have equal access to high-quality content that meets their academic, social, emotional and physical needs within the school day.

HVHS students will be issued Chromebook as the default device for classes. A student may be issued either an iPad or laptop based upon the courses the student is taking, and with administrator approval.

General Precautions and Rules for Chromebook Use

1. The Chromebook is school property that you are allowed to use.
2. All students will pay an annual \$30 user fee for Chromebook use. This covers fees for apps and general maintenance of the Chromebook.
3. Students are responsible for keeping their Chromebook in good working order.
4. Any damage to the Chromebook should be reported by contacting the school Principal.
5. Use only a soft cloth to clean the screen, no cleaners of any kind.
6. No writing or stickers should be applied by the student.
7. Gaming is not allowed on the Chromebook unless directed by a teacher.
8. Students are not to take photos or video unless it is being used in a project.
9. Students are not to use any gaming or social media sites unless directed so by a teacher.
10. Only school appropriate backgrounds and screen savers may be used on the Chromebooks.

Examples of inappropriate backgrounds include the presence of weapons-related materials, pornographic materials, inappropriate language, alcohol, drug, gang-related symbols, etc...

Consequences for Chromebook use Infraction:

Actions that violate any of the items in the Respectable Use Policy, Internet Usage Policy, or Chromebook Guidelines may result in:

- Student may receive a warning and be required to attend a virtual meeting with a school administrator to discuss the issue and develop a plan for improvement.
- Student's grades and academic progress may be negatively affected.
- Student may be subject to disciplinary action as outlined in the school district's policies and guidelines, including but not limited to suspension or expulsion from virtual learning.
- Continued non-compliance may result in the termination of virtual learning privileges, requiring the student to return to in-person learning, if available.

Since the Chromebooks are the property of Huron School District, officials of the school have the right to review all material stored on or accessed by any Chromebook. School officials may revoke a student's Chromebook use privileges for misuse or violation of policies.

Repairing or Replacing your Chromebook

Students will be responsible for damages to their Chromebooks including, but not limited to, broken screens, cracked plastic pieces, inoperability, etc. Depending on the damage and whether or not the damage was accidental or due to a malfunction or maintenance issue. The Huron School District would determine the cost of the repairs. In the case of intentional damage and/or neglect, the student will pay the full repair or replacement cost of the device.

- Chromebook screen replacement: \$45
- Chromebook keyboard replacement: \$20
- Chromebook cover replacement: \$26
- Chromebook replacement: \$250

All claims for accidental damage or maintenance must be reported and filed with the high school principal's office. In cases of theft or loss, students or parents must file a police report (School Resource Officer must be notified) and bring a copy of the report to the office before a Chromebook can be replaced with the Huron School District.

I ACKNOWLEDGE AND UNDERSTAND MY OBLIGATIONS:

Print Student / User Name

Student / User Signature

Date

Parent/Guardian Signature

Date

Tips to Help You Succeed in Online High School



So, you've decided to enroll in the Huron Virtual High School. An online education allows you flexibility. Additionally, online education offers you the opportunity to become more independent and disciplined — traits that will be invaluable for a lifetime. Make sure that you're setting yourself up for success by following these tips. They will help you make the most of an online education, as well as equip you with the skills to pursue your next challenge — whether that's college or a new profession.

1

DEVELOP A SCHEDULE



SET ASIDE a specific time every day. Schedule your study time. And stick to it!

A schedule **PROVIDES LIMITS**. when tempted to do anything other than study tell yourself:

I'm at school right now.

2

CREATE A WORKSPACE



IMPROVE FOCUS by separating your schoolwork from other responsibilities.
STAY ORGANIZED by keeping your supplies in one spot.

3

GET PREPARED



SHOWER AND GET DRESSED It may seem like a simple thing, but getting prepared for class — including getting out of your pajamas and eating breakfast, can help put you in the right mindset for being attentive for your online and studies.

4

SET GOALS AND REWARDS



KEEP TRACK of your progress by setting daily, weekly, monthly, and long-term goals.

REWARD yourself when you reach attainable goals. Rewards can be simple: a special snack or extra study breaks



5

ASK QUESTIONS



It's up to you to make sure you're getting the answers you need. Just as you would in a school made of bricks and mortar, communicate with your instructor if you don't understand something. Email or call your instructor. Take the initiative to simply **ASK FOR HELP**

6

PRACTICE MAKES PERFECT

It can be to **CHALLENGING** study at home- but it's a skill that can be learned!



FIND A GROVE that works for you and your family with practice and patience

To whom it may concern

I am pregnant and due to have a baby in mid September. I understand I will have 5 days off for the pregnancy. I am requesting at the most 4 weeks without pay due to any complications that could happen during this event outside of normal childbirth. I am the carrier of medical insurance for our family and if granted extra days due to complications would I be able to pay medical insurance ahead of time so coverage would not be lost for my family.

LUCY DSCHAAK (Linlin Li)

Para Professional

Huron School District