

Halbkat, Darla

Subject: Yearbook Resignation

From: Witte-Trowbridge, Melody J <Melody.Witte-Trowbridge@k12.sd.us>

Sent: Monday, March 11, 2024 4:04 PM

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

Subject: yearbook

Hi Laura - I am writing this letter to let you know that I would like to step down from the yearbook after this year. Thanks so much.

Melody Witte-Trowbridge

6th Grade Math Teacher

Huron Middle School

Huron School District 2-2

605-353-6900

CONFIDENTIALITY NOTICE: This e-mail communication and any attachments may contain confidential and privileged information for the use of the designated recipients name above. If you are not the intended recipient, you are hereby notified that you have received this communication in error and that any review, disclosure, dissemination, distribution or copying of it or its contents is prohibited. If you have received this communication in error, please notify me immediately by replying to this message and deleting it from your computer. Thank You.

2334 Illinois SW
Huron, SD 57350

James J. Cutshaw

Phone: (605) 350-5947
Email: cutshawj@gmail.com

April 5, 2024

Dr. Steinhoff and Huron Schools Board of Education,

I am writing to formally resign from my position as the Middle School Oral Interpretation Coach, effective at the end of this season/school year.

This decision is not easy for me as I have thoroughly enjoyed working with Ms. Winegar, the students, and seeing the student growth in oral interpretation over the past two years. However, due to moving into an administrative role, I must step down from oral interpretation at this time.

I sincerely appreciate the support and opportunities provided to me during my time coaching the oral interpretation team. Working with the students and staff at the middle school has been a rewarding experience, and I am grateful for the chance to contribute to the school's extracurricular activities.

Thank you once again for the understanding and support. Please let me know if there is anything I can do to facilitate this transition.

Warm regards,



James J. Cutshaw



Employment Contract

HURON PUBLIC SCHOOLS #2-2

EMPLOYMENT CONTRACT

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

04/05/2024

Joshua Lien

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 **\$69,943** 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 **08/07/2024** 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.

Hired 2024-2025 with 4 years of teaching experience. The above salary includes \$9,859 extra duty pay for Head Volleyball Coach. Agreeing to this contract includes the following: Teachers new to the District are expected to work an additional 5 days beginning on/near August 7. (Date TBD) During this time, the teacher will receive appropriate training in District programs, and will have time to become adequately prepared for the new school year.

MS

Base Contract: \$60,084

Head Volleyball Coach \$9,859 Step 10

***CONTRACT MUST BE SIGNED AND RETURNED TO THE SUPERINTENDENT'S OFFICE BY 04/08/2024

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>Joshua J Lien</i>	Date 04/05/2024 09:36 am
Chairman of School District Board Signature <i>Garret Bischoff</i>	Date 04/05/2024 10:52 am
Business Manager of School District Signature <i>Kelly Christopherson</i>	Date 04/05/2024 11:08 am



Employment Contract

HURON PUBLIC SCHOOLS #2-2

EMPLOYMENT CONTRACT

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

04/05/2024

Donald Decker

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 **\$57,724** 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 **08/07/2024** 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.

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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 BS+15 and 5 years of experience. Agreeing to this contract includes the following: Teachers new to the District are expected to work an additional 5 days beginning on/near August 7. (Date TBD) During this time, the teacher will receive appropriate training in District programs, and will have time to become adequately prepared for the new school year.

BS+15

Base Contract: \$57,724

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CITY OF HURON, BEADLE COUNTY, SOUTH DAKOTA

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Employee Signature <i>Donald Decker</i>	Date 04/05/2024 03:10 pm
Chairman of School District Board Signature <i>Garret Bischoff</i>	Date 04/05/2024 03:45 pm
Business Manager of School District Signature <i>Kelly Christopherson</i>	Date 04/05/2024 04:28 pm