

**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 – SPECIAL MEETING**  
**Instructional Planning Center/Huron Arena**  
**Monday, October 26, 2020**  
**5:30 p.m.**

The meeting can be viewed live from a link on the School's website at <http://huron.k12.sd.us/watch-school-board-meetings/>. In the days following the meeting, the meeting can also be viewed on the local cable TV public access channel 6.

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

November 4	Early Release
November 9	Board of Education Meeting – 5:30 p.m. - IPC
November 11	Veteran's Day Holiday
November 23	Board of Education Meeting – 5:30 p.m. - IPC
November 25	Early Release
November 26 & 27	Holiday Break – No School
December 9	Early Release
December 14	Board of Education Meeting – 5:30 p.m. - IPC
December 23	Early Release
December 24-31	Holiday Break – No School
6. **Community Input on Items Not on the Agenda**
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 of Schools recommends approval of the following:**

  - a) **Board Approval of New Hires**

As was mentioned previously, classified personnel, substitute teachers/classroom aides, and volunteers must be approved in order to be covered by our workers' compensation plan.

    - 1) Jamie Holforty / Substitute Teacher - \$120 per day / Substitute Para-Educator - \$15.39 per hour
    - 2) Kylie Gross/ Substitute Teacher - \$120 per day / Substitute Para-Educator - \$15.39 per hour
    - 3) Hayden White / Substitute Teacher - \$120 per day / Substitute Para-Educator - \$15.39 per hour
    - 4) Stephenie Krause/Temporary School Nurse/\$30.00 per hour
    - 5) Michael Arnold/Custodian – Huron Arena & TAC/\$44,080 per year
    - 6) Kerry Schnabel/Food Service-Buchanan Helper/\$15.30 per hour
    - 7) Lisa Bishop/TAP-Site Greeter - \$13.85 per hour/Classroom Leader-\$18.11 per hour

- b) **Contracts for Board Approval**
  - 1)
- c) **Resignations for Board Approval**
  - 1) Jean Wolff/School Nutrition/20 years
  - 2) Sharla Mees/3<sup>rd</sup> Grade Teacher – Madison 2/3 Center/27 years
  - 3) Julie Zell/4<sup>th</sup> Grade Teacher-Washington 4/5/ Center/27 years
- d) **Consideration and Approval of Bills**
- e) **Extra Duty Pay for State Events**
- f) **Request to proceed with the Middle School Fall Play in cooperation with the Missoula Children’s Theater**

(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:**

- **Landon Roberts (11) All ESD – Boys’ Golf**
- **Bianca Medina (10) 4<sup>th</sup> - Flight 3 Singles All State**
- **Say Ma (10) 2<sup>nd</sup> - Flight 6 Singles All State**
- **Bianca Medina (10) and AnneClaire Rubish (8) 3<sup>rd</sup> - Flight 2 Doubles All State**
- **Elizabeth Heinen (9) and Say Ma (10) 5<sup>th</sup> - Flight 3 Doubles All State**
- **Audrey Rubish (12) for winning the “Spirit of Max” Award**
- **2020 Girls’ Tennis Team for winning the “Team Sportsmanship” Award**
- **2020 Boys’ Soccer – All ESD winners – Eduardo Trujillo Cordova (12), Aung Min (12), Thai Say (12), and Sha Sher (10)**
- **Buchanan K-1 Center for winning the “Bright Surprise” Award for everything they have done during COVID. This award is sponsored by NorthWestern Energy.**

**THANK YOU TO:**

- **Everyone** who worked the first ever State Soccer Championship games at Tiger Stadium on Saturday, October 17<sup>th</sup>.
- **Rose Kaiser** for donating cloth kids’ masks
- **NorthWestern Energy** for the Dilly Bars from Dairy Queen
- **American Bank and Trust** for the mask guards
- **Jen Bragg** for the donation of cloth face masks and kid’s clothing
- **Kathy Sawvell** for the monetary donation towards Food Service accounts

10. **REPORTS TO THE BOARD:**

- a) **Classified Employee of the Month – Presented by Laura Willemsen**  
**Amy Nelson, Para-Educator – HMS** has been selected as **Classified Employee of the Month** for October 2020. Nomination comments are included in this packet.  
Congratulations Amy!
- b) **Good News Report – Buchanan K-1 Center – Barb Nicholas & Jon Schouten – Teaching Music & PE During COVID**
- c) **Business Manager’s Report**
  - 1) Debt Restructuring
- d) **Superintendent’s Report**
  - 1) Arena Walkers

11. **OLD BUSINESS**

- a) **ESL Handbook Update**
- b) **ASBSD – Delegate Assembly Discussion**

12. NEW BUSINESS

- a) Request to Use Huron Arena - Officials in charge of the Holiday Classic, scheduled for December 29-30, are requesting use of the Huron Arena for the games. Officials understand they need the Board's approval if the district is still operating in "yellow" on December 29-30.
- b) Policy GDA-1-Support Staff Positions - Introduction

13. ADJOURNMENT

**Huron School District  
New Hire Justification**

**Date:** 10/14/2020

**Applicant Information**

**Applicant Name:** Stephenie Krause  
**Address:** 1417 Lawnridge Ave SE, Huron, SD, 57350  
**Phone:** 507-313-8779  
**Education:** MS – Family Nurse Practitioner  
**Experience:** 6 years RN at Avera  
**References:** Lexie Klimisch, Karen Miller, Leonard  
Wonnenberg

**Reason for New Hire**

**Position:** Temporary School Nurse  
**Replacement:** Additional COVID Staffing

**Position Information**

**Department:** District-Wide  
**Position:** Temporary School Nurse  
**Supervisor:** Terry Nebelsick / Ralyna Schilling  
**Responsibilities:** School nurse duties.  
**Hours:** 8 Hours/Day

**Hiring Information**

**Wages:** \$30.00 per hour  
**Classification:** N/A  
**Wage Justification:** Nursing License  
**Start Date:** October 23, 2020  
**Requested by:** Ralyna Schilling by Kelly C. (Administrator)

**Huron School District  
New Hire Justification**

**Date:** 10/14/2020

**Applicant Information**

**Applicant Name:** Michael Arnold  
**Address:** 517 4<sup>th</sup> St. NE, Huron, SD, 57350  
**Phone:** 937-824-0131  
**Education:** International Business College, Indianapolis, IN  
**Experience:** 20 Years Deliveries and Custodial  
**References:** Russ Forrest, Kelly Knapke, Amy Kruse

**Reason for New Hire**

**Position:** Arena Custodian/Mail and Deliveries  
**Replacement:** Lee Hedblom

**Position Information**

**Department:** Buildings and Grounds  
**Position:** Custodian  
**Supervisor:** Terry Rotert/John Halbkat/Kelly Christopherson  
**Responsibilities:** Arena custodian and district wide mail and deliveries.  
**Hours:** 8 Hours/Day

**Hiring Information**

**Wages:** \$44,080 per year  
**Classification:** Step 5  
**Wage Justification:** 20 Years Deliveries and Custodian  
**Start Date:** October 26, 2020  
**Requested by:** Kelly Christopherson (Administrator)

**Huron School District  
New Hire Justification**

**Date:** October 16, 2020

**Applicant Information**

**Applicant Name:** Kerry Schnabel

**Address:** 1575 21<sup>st</sup> St S.E., Huron, SD

**Phone:** (605) 350-8282

**Education:** Lake Area Vo Tech

**Experience:** Buchanan Satellite

**References:** Mandy Siedslag, Sarah Tharp, Sherry Thelen

**Reason for New Hire**

**New Position:** -----

**Replacement:** Lois Dorris

**Position Information**

**Department:** Food Service

**Position:** Buchanan Helper

**Supervisor:** Amanda Reilly

**Responsibilities:** Serve Breakfast and Lunch at Buchanan

**Hours:** 7:00-1:30

**Hiring Information**

**Wages:** \$15.30 an hour

**Classification:** II

**Wage Justification:** Food Service Hiring Schedule

**Start Date:** October 27<sup>th</sup>, 2020

**Requested by:** Amanda Reilly (Administrator)

**Huron School District  
New Hire Justification**

**Date: October 19, 2020**

**Applicant Information**

**Applicant Name:** Lisa Bishop  
**Address:** 241 Idaho Ave SE  
Huron, SD 57350  
**Phone:** 605-929-0406 (cell)  
**Education:** NIACC, 500 College Drive, Mason City, IA  
**Experience:** Washington 4-5 Center – SPED-DLC Para  
Madison 2-3 Center – SPED-DLC Para  
Center for Independence-Assisted with daily  
living  
**References:** Megan Hein, Todd Preston, Ann Blondheim

**Reason for New Hire**

**New Position:** TAP Site Greeter / TAP Classroom Leader  
**Replacement:** Sub for TAP Program

**Position Information**

**Department:** TAP  
**Position:** TAP Site Greeter / TAP Classroom Leader  
**Supervisor:** Linda Pietz, Director &  
Rhonda Kludt, Coordinator

**Responsibilities:**

Facilitate check-in and check-out  
procedures, complete TAP documentation,  
attendance, snacks / Google Docs or  
Classroom supervision, instruction of daily  
lessons, report to site supervisor

**Hours:** 3:30 – 5:30 pm

**Hiring Information**

**Wages:** \$13.85/Site Greeter - \$18.11/Classroom Leader

**Classification:**

**Wage Justification:**

**Start Date:** October 27, 2020

**Requested by:** Linda Pietz

Huron, SD  
October 12, 2020

To Whom It May Concern:

After twenty plus wonderful years working for the Huron School District, with sadness, and due to health issues beyond my control I am turning in my resignation as of October 12, 2020.

Thank you.

*Jean A. Wolff*

Jean A. Wolff  
1483 Third Street SW  
Huron, SD 57350



October 19, 2020

Dear Heather Rozell, Terry Nebelsick, and the Huron School Board:

After 27 years as an educator at the Huron School District, it is time for retirement. Because of this personal plan of retirement, this correspondence is to give my resignation as 3rd grade elementary teacher at Madison 2-3 Center at the end of the 2020-2021 school year.

In the past three decades, I have taught many young people who have gone on to successfully benefit society in many ways. This truly makes me feel accomplished with my career choice and my performance as well. Every year, it seems that more past students contact me expressing their gratitude for the part I played in their life. This is why teaching is the most rewarding career in the world!

I have spent so many years learning about places all over the United States and now with more years behind me than before me, it is time to travel.

Please accept my resignation and know that I have truly enjoyed my teaching career with the Huron School District. Thank you for many fond memories.

Sincerely,

*Sharla Mees*

Sharla Mees

October 19, 2020

Dear Supt. Nebelsick & Huron Board of Education:

Please accept my resignation from my position as a fourth-grade teacher for the Huron School District effective at the end of the 2020-2021 school year.

Teaching the students has given me great pleasure over the past 27 years, and the administration has always been very supportive.

I wish you the best.

Sincerely,

  
Julie Zell

<u>Vendor Name</u>		<u>Vendor Description</u>	<u>Amount</u>	
<u>Checking</u>				
	1			
<b>Checking</b>	1	<b>Fund: 10 GENERAL FUND</b>		
FOREMAN SALES & SERVICE, INC.		SUPPLIES	126,163.80	
MAINSTAY SUITES		TRAVEL	456.00	
NORTHWESTERN ENERGY		UTILITIES	1,786.71	
		<b>Fund Total:</b>		<b>128,406.51</b>
<b>Checking</b>	1	<b>Fund: 21 CAPITAL OUTLAY FUND</b>		
ISTATE TRUCK, INC.		EQUIPMENT	94,000.00	
		<b>Fund Total:</b>		<b>94,000.00</b>
		<b>Checking Account Total:</b>		<b>222,406.51</b>



**Terry Nebelsick EdS.**  
Superintendent  
150 5<sup>th</sup> St. SW  
Huron, SD 57350  
P: (605) 353-6990  
C: (605) 354-0050  
terry.nebelsick@k12.sd.us

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October 26, 2020

This is the extra pay schedule for State events that the Board agreed upon.

Submit a voucher based on these amounts.

<u>Event</u>	<u>Athletic Director</u>	<u>Business Manager</u>
Cross Country	\$250	X
Volleyball	\$500	\$200
Girls' Basketball	\$600	\$200
Boys' Basketball	\$600	\$200
Wrestling	\$500	\$200
Gymnastics	\$500	\$200
State Soccer	\$250	X



**SCHOOL DISTRICT**

Office of Middle School Principal

**Laura Willemssen M.A.**

Box 949 1045 18 St. SW

Huron, SD 57350

P: (605) 353-6900

F: (605) 353-6913

[laura.willemssen@k12.sd.us](mailto:laura.willemssen@k12.sd.us)

October 20, 2020

Huron Board of Education:

I am writing to request formal consideration and permission to proceed as scheduled with the middle school fall play. Huron Middle School staff members, Teresa Smith and Heather Sieh, work in cooperation with the Missoula Children's Theater. This will be the fifth year of the partnership with the children's theater.

This year's production will be of *Johnny Appleseed*. The cast will consist of students in grades first through eighth. The estimated cast size will be between forty-five and sixty cast members.

The company will practice each evening the week of November 15 with performances at 2:30 and 5:30 on Saturday, November 21. Practices and performances will take place in the Huron High School Auditorium.

During rehearsals and performances, all COVID-19 safety precautions will be followed as required by the Huron School District.

Thank you for your consideration,


  
Laura Willemssen

## Classified Employee of the Month

Name Amy Nelson  
Position Para-Educator - HMS  
Date October 2020

Amy Nelson is a Para-educator that is dedicated to her students and to the many teachers she helps. Amy has a caring and nurturing personality that most 6<sup>th</sup> grade students need. You can find Amy helping small groups of students throughout her day. Many students seek Mrs. Nelson out for extra help. They love working with her!



	<b>Huron School District #2-2</b>	Code: GDA-1 Support Staff Positions (Salary Schedule for Food- Service Personnel <b>Position</b> <b>Level Definitions</b> )
	Policies and Regulations	

**Support Staff**  
**Positions**

(Salary Schedule for Food Service-  
Personnel **Position Level Definitions**)

Level I - Middle School Dish room, General Helpers, Lunch Monitors, Satellite Helpers, and Lunch Servers:

Responsible for washing pots and pans, serving food, cleaning up, helping satellite staff, operating the dish machine, and preparing some food. These employees work directly under the unit manager or satellite staff.

Level II - High School Ass't. Cook, Baker II, Assistant Salad/Baker, FS Driver/ Server, Satellite Staff, Helpers, and Elementary Cashier:

Responsible for assisting department head in preparing main entree and baking. Must be skilled in proper use of equipment. Works directly under department head. Satellite staff responsible for gathering, delivering, and serving food at elementary schools. Works directly under manager and head cook. **Helpers are responsible for cooking and serving breakfast and lunch at the elementary schools.** Cashier is responsible for selling and punching tickets, recording number of lunches served, and depositing money in the bank. Some cashiers will help in setting up for serving, cleaning up after serving or preparing. **FS Driver is responsible for delivering food and Satellite Staff to elementary.**

Level III A - High School Head Cook, High School Head Salad, Baker I, Assistant Baker, Salad Person, and Middle School Assistant Cook:

Responsible for preparing main entrees, side dishes, baking, and/or salad preparation. Must be skilled in proper use, cleaning, and sanitizing of all equipment used. Works under direction of unit manager.

Level III B - Middle School Head Cook, Salad, and Baker, Trainer/Coordinator, Middle School and High School Cashiers:

Middle school head book responsible for preparing main entrees and side dishes. Must be skilled in proper use, cleaning, and sanitizing of all equipment used. Works under direction of unit manager. Cashiers responsible for operating point of sale computer terminal, setting up accounts for students and staff, recording number of meals served, recording a la carte sales, and depositing money. High school cashier works directly under high school manager. Middle school cashier/secretaries work directly under school nutrition director. They are also responsible for counting and depositing concession money, typing, filing, ordering elementary school meal tickets, supervising elementary cashiers, making forms, answering phone, and record keeping. **Trainer/ Coordinator is responsible for the training and continual education of all staff, and all internal inspections.**

Level IV A - High School Manager:

Plans, organizes, directs, and supervises nutrition services staff for onsite program. Works directly under school nutrition director on planning menus, ordering food, training programs, cooking methods, sanitation, inventory control, and cost accountability.

Level IV B - Middle School Manager:

Plans, organizes, directs, and supervises nutrition services staff for on-site program and central kitchen producing meals for elementary schools and bread and desserts for the high school. Works directly under school nutrition director on planning menus, ordering food, training programs, cooking methods, sanitation, inventory control, and cost accountability.