

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, August 23, 2021
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**

August 23	First Day of School for Grades 1 – 12
August 23-26	Kindergarten Screening
August 27	First Day of School for Kindergarteners
September 1	Early Release – State Fair
September 2-6	South Dakota State Fair
September 6	State Fair / Labor Day Holiday
September 13	Board of Education Meeting 5:30 p.m. – IPC
September 17	Homecoming – Early Release
September 27	Board of Education Meeting 5:30 p.m. – IPC
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) Cheryl Styer/Part-Time Special Education Para - Buchanan/\$18.20 per hour
 - 2) Leonard Doll/Substitute Special Education Para – HHS/ \$17.87 per hour
 - 3) KayRa Say/.5 SLC Substitute Special Education Para-Madison/\$17.87 per hour
 - 4) Stephanie Tschetter/FT Admin Assistant-HHS/\$40,605 per year
 - 5) Crystal Whitney/Substitute Bus Driver/\$30 per hour
 - 6) Thamee Thaw/Special Education Para – Washington/\$19.04 per hour
 - 7) Kayleen Shaw/Substitute Special Education Para – Madison/\$17.87 per hour
 - 8) Rose Noack/Food Service – Buchanan Lunch Server/\$17.03 per hour
 - 9) Sarah Knouse/Food Service – Trainer/Coordinator/\$18.12 per hour

- 10) Spencer Stahly/Directed Study Supervisor-HHS/\$17.87 per hour
- 11) Spencer Stahly/Assistant Coach-8th Gr GBB/\$3,510 per year
- 12) Regina (Gina) Klabenes/Special Education Para/\$18.04 per hour – pending SLPA certification/\$30 per hour
- 13) Phillip Goettsch/Bus Driver/\$30 per hour
- 14) Sharice Strote/Directed Study Supervisor/\$18.04 per hour
- 15) Esther Meador/Substitute 4th-5th Grade Orchestra Director – Substitute pay pending certification/\$120 per day
- 16) Terry Nebelsick/Substitute Bus Driver/\$30 per hour
- 17) Kathy Engst/Substitute Teacher - \$120 per day / Substitute Para-Educator - \$17.87 per hour
- 18) Beth Spanton/Substitute Teacher - \$120 per day / Substitute Para-Educator - \$17.87 per hour
- 19) Melody Vice/Substitute Teacher - \$120 per day / Substitute Para-Educator - \$17.87 per hour
- 20) Janae Hofer/Substitute Teacher - \$120 per day / Substitute Para-Educator - \$17.87 per hour
- 21) Gretchen Beyer/MS Girls' Tennis Coach/\$2,340 per year

b) Contracts for Board Approval

- 1) Travis Ladwig/Revised Contract-7th Class Taught/\$58,565 per year

c) Resignations for Board Approval

- 1) Harold "Bill" Nedved/Bus Driver/8 years
- 2) Mary Foster/Special Education Para-HHS/23 years
- 3) Mia Kruse/Director of Elementary Orchestra-Washington/5 years
- 4) Tracey Steele/Special Education Para-HMS/5 years

d) Consideration and Approval of Bills

e) Delta Dental Insurance Rates – 2021-2022

f) Request for Approval of Open Enrollment Request

The administration has received open enrollment request #OE-2021-16, #OE-2021-17, #OE-2021-18, and #OE-2021-19 for Board approval.

(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:

- **Barb Nicholas (Music Teacher-Buchanan)** for being a finalist for South Dakota Teacher of the Year
- **Linda Pietz (Director of Curriculum)** for being inducted into the Honored Women's Educators
- **Terry Rotert (HSD Activities Director)** for being appointed to the South Dakota High School Activities Association Board of Directors

THANK YOU TO:

- **Huron Area Education Federal Credit Union** for the donation of water & chips to the Buchanan K-1 Center

10. REPORTS TO THE BOARD

- a) **Good News Report** - Karla Sawvell and Amanda Reilly – School Nutrition
Ralyna Schilling – Special Education Summer School
- b) **Superintendent's Report**

11. OLD BUSINESS

- a) Policy GDBA-3(N) Support Staff Hiring Schedules – Para-Educators – 1st Reading
- b) Policy GDBA-5(N) Support Staff Hiring Schedules – Food Service - Introduction
- c) Policy GDE – Part-Time Substitute Support Staff Employment-Wages – 1st Reading
- d) Policy AE – Huron Public School District Wellness Policy – Contact Updates for 2021-2022 School Year – 2nd Reading
- e) Policy IFABD – Education of Homeless Students – 1st Reading
- f) Policy JHCDE – Administration of Medical Cannabis to Qualifying Students – 1st Reading
- g) Policy JHCDE-E(1) – Administration of Medical Cannabis to Qualifying Students – Medical Cannabis Administration Plan – 1st Reading
- h) Policy JHCD – Administration of Medications to Students – (Old & New Policy) 1st Reading
- i) Policy GBEB – Drug Free Workplace – 1st Reading
- j) Board Member Assignments 2021-2022

12. NEW BUSINESS

- a)

13. EXECUTIVE SESSION

1-25-2 Executive or closed meetings may be held for the sole purpose of:
(4) Preparing for contract negotiations or negotiating with employees or employee representatives.

14. RECESS

15 6:00 P. M. – Administrators/Board Goal Setting Work Session

16. ADJOURNMENT

TEACHER'S CONTRACT
Huron School District No. 2-2, Huron, South Dakota

Travis Ladwig

August 10, 2021

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 \$ 58565 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 8/17/2021 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 teaching 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. Teachers 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 teacher and the Board of Education.

BA+15

Hired 2017-2018 w/BA and no formal teaching experience. Above salary includes \$3721 (ES-3) for 7th Gr GBB BA+15 (+ \$1,500.00) earned July 2021. The above salary also includes \$5435 which is compensation for a 40 minute 7th class taught both semesters during the 2021-22 school year and includes 40 minutes of prep time daily outside of the current 8 hr day.

****CONTRACT MUST BE SIGNED AND RETURNED TO THE SUPERINTENDENT'S OFFICE BY WEDNESDAY, AUGUST 18, 2021****

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 12th day of August, 2021

Witness: Amanda Larkin

Print Name: Travis Ladwig
Sign here: [Signature]
Teacher



Kathie Bostrom
Director of Transportation
700 Lincoln Ave NW
Mailing: 150 5th St. SW
Huron, SD 57350
P: (605) 353-6989
F: (605) 353-8567
kathie.bostrom@k12.sd.us

August 16, 2021

Dear Dr. Steinhoff and Huron School District School Board,

It is with deep regret that after taking last year off as a bus driver due to COVID 19 concerns, Harold "Bill" Nedved has passed along to me that he will not be returning to work as a school bus driver for the Huron School District.

We will greatly miss Bill and his dedication to serving the children of our district.

Yours in student transportation safety,

A handwritten signature in black ink that reads "Kathie J. Bostrom".

Kathie Bostrom
Director of Transportation

From: Foster, Mary <Mary.Foster@k12.sd.us>
Sent: Thursday, August 5, 2021 5:51 PM
To: Schilling, Ralyna <Ralyna.Schilling@k12.sd.us>
Cc: Radke, Mike <Mike.Radke@k12.sd.us>; Steinhoff, Kraig <Kraig.Steinhoff@k12.sd.us>
Subject: Resignation

August 5th 2021

Ralyna,

Please accept this letter as a two week notice of my resignation from my Paraeducator position at Huron High School effective August 19th 2021.

This was definitely a very difficult decision for me to make as the last 23 years at HHS have been so rewarding and enjoyable.

It was a pleasure working for HHS and I will cherish all the memories!

Sincerely,
Mary Foster

Sent from my iPad

Mia Kruse
Huron Schools
Huron, SD 57350
C: 605-354-2879
Mia.kruse@k12.sd.us
mia.f.kruse@gmail.com

August 2, 2021

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

Dear Dr. Steinhoff,

Please accept my resignation from my current position as the Director of Elementary Orchestras at Huron Washington Elementary. This is a decision that has not been easy and was made only after significant debate over the last academic year. The summer break has afforded me time to gain clearer perspective on my needs regarding both professional and personal goals. As such, it has become plain to me that it is the right decision for me to move closer to family as I pursue my own goals.

It is my intention to work at Washington Elementary through August 20th. During this time, I will ensure all preparations are in place for 5th grade orchestra to begin, instrument inventory is prepared, music is organized, elementary orchestra open house is organized and on track for August 26th, and rehearsal schedules are in place for 4th and 5th grade rehearsals.

I will always be grateful for the opportunity given to me as a teacher. This job has provided me with an invaluable experience in personal growth as an educator and musician. On a very human level, the satisfaction of working with students of all ages and abilities has provided me with a deeper capacity to empathize for my fellow human beings. It has truly been a pleasure and a blessing to be challenged in such a way for the last five years. My colleagues, Laura Beck and Molly Charleson, have been invaluable resources as fellow teachers and friends. I thank the Huron School District for their support and trust in my work during my time with the school district.

I wish you and the Huron Orchestra program all the best. If I can be of any assistance to you in the future, please let me know.

Sincerely,

Mia Kruse

cc: Kari Hinker, Principal, Washington Elementary

From: Tracey Steele <tdsteele@santel.net>
Sent: Monday, June 28, 2021 9:45 AM
To: Willemsen, Laura L <Laura.Willemsen@k12.sd.us>
Cc: Hudson, Lyndi M <Lyndi.Hudson@k12.sd.us>
Subject: [EXT] Letter of Resignation

Laura and Lyndi

I'm writing to give my notice that I will be leaving my position as a para educator at the Huron Middle School.

Thank you for the past five years.

Tracey Steele

<u>Vendor Name</u>		<u>Vendor Description</u>	<u>Amount</u>
<u>Checking</u>	1		
Checking	1	Fund: 10 GENERAL FUND	
BUREAU OF ADMINISTRATION		COMMUNICATIONS	70.36
CARDA, CHAR		PROF SVCS	250.00
DEVINE, KELLEY		PROF SVC	270.00
DUXBURY, DEAN		PROF SVC	272.68
FUCHS, JENNIFER		PROF SVC	250.00
GERLACH, ERIK		PROF SVC	270.00
HALBKAT, JOHN		SUPPLIES	544.28
HENNRICH, KELLY		PROF SVC	250.00
HONKE, JANEL		PROF SVC	270.00
HUNTIMER, NICK		PROF SVC	291.00
HURON CLINIC FOUNDATION, LTD		PROF SVC	440.00
MG OIL COMPANY		SUPPLIES	1,036.27
NORTHWESTERN ENERGY		UTILITIES	37,842.68
ORTMAN, JULIE		PROF SVC	270.00
QUADIENT LEASING USA, INC.		LEASE	1,408.59
SCHRODER, KARISSA		PROF SVC	250.00
SHORTT, CHELSEE		PROF SVC	345.60
SIME, BRETT		PROF SVC	100.00
SWANK MOVIE LICENSING USA		SUPPLIES	2,197.00
TRAGER, CINDY		PROF SVC	371.64
TSCHETTER & HOHM CLINIC		PROF SVC	111.00
TSCHETTER, STEPHANIE		PROF SVC	250.00
VIS, JANELLE		PROF SVC	270.00
WAGNER, SCOTT		PROF SVC	333.00
WASTE MANAGEMENT CORPORATE SVCS		SERVICES	253.87
		Fund Total:	48,217.97
Checking	1	Fund: 21 CAPITAL OUTLAY FUND	
HALBKAT, JOHN		SUPPLIES	799.00
HARLOW'S BUS SALES, INC.		VEHICLES	90,830.96
		Fund Total:	91,629.96
		Checking Account Total:	139,847.93
<u>Checking</u>	5		
Checking	5	Fund: 53 ENTERPRISE FUND	
MG OIL COMPANY		SUPPLIES	540.93
SHS		PROF SVC	295.00
		Fund Total:	835.93
		Checking Account Total:	835.93

August 13, 2021

Kelly Christopherson
 Huron School District
 PO Box 949
 Huron, SD 57350

Dear Kelly,

Welcome to another year of healthy smiles! We determine your dental rates based on your group’s claims experience and trends in dental costs. Our rate renewal analysis suggests a 19.4% increase in rates. However, we take a long-term approach to rate setting and are committed to keeping rates as stable as possible. In support of these values, we have limited your rate increase to 2.9%. Your last rate increase was in 2020. Your plan rates for the coming benefit year are:

January 2022 – December 2022 Rates (27th year)

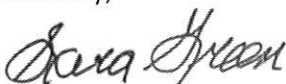
Single \$45.92 (increase of \$1.30)
 Two Party \$88.46 (increase of \$2.50)
 Three or More \$140.74 (increase of \$3.96)

Most Recent 12 Months	
Premiums	\$214,542
Claims	(\$203,739)
Claims incurred but not paid	(\$2,260)
Retention*	(\$32,181)
Result	(\$23,638)
* Retention includes administration, premium taxes, risk, and commissions.	

The COVID-19 pandemic has impacted dental claims. The additional safety measures implemented by dental offices have resulted in higher than usual dental fee increases; treatment delays have resulted in more extensive and costly damage; and persistent stress has resulted in more fractured teeth requiring crowns, bridges, or implants. We expect our additional investment in preventive dental care to eventually offset most of these higher treatment costs, but it will take a few years.

Thank you for choosing Delta Dental of South Dakota. Should you have any questions, please do not hesitate to contact me at sara.green@deltadentalsd.com.

Sincerely,



Sara Green
 Director of Underwriting & Provider Compensation

Hello! I am Karla Sawvell, MS Kitchen Manager.

A year has passed since my last report, and as I read through those notes, I was reminded of the trials and worries that were ahead of us as we prepared for the first day of school last fall. Tonight we are gathered together again as team members ready for another school year of firsts, and this one might look quite normal again!!!

I'm pleased to give you the highlights on our Summer Feeding program, seems to be the numbers are always the big reveal!!! And while important, it's the goal of the program to feed kids when no school meals are offered.

So, coming off a very strange school year, but one that each Huron tiger survived and accomplished, the food service staff prepared for the "comeback" of regular hot lunch at the MS and continue the needed Grab n' Go as well. This year included an added first, homemade bread and buns for both MS and the Grab n' Go.

So, total meals served worked out to be:

Breakfast was served for 3 weeks in June, Monday-Thursday, beginning on June 7. Total breakfasts—3,509

Lunches were served at the MS June 7-August 6 with the total being—8,203

Each Monday and Thursday beginning June 7 and ending August 5, those participating received 3 meals in a bag, two days a week, with our total Grab n' Go lunches—9,126.

For a grand meal total at 20,838. That means 20,838 times a child in our district got to eat. That many times, parents knew that part of the day was taken care of.

Please help me publically thank Dakota Provisions, this year making available for purchase all the deli meat provided in our weekly grab 'n go bags.

As we begin the move away from Corona-ville, there's a feeling of excitement for those "first" days, the first day of kindergarten, the first day at MS/HS and the first day as a senior. Let's make each first day as delightful as we can for the very people we are here to serve and that is our students.

Here's wishing all Tiger staff and students the very best 21-22 has to offer!!



Amanda Reilly
School Nutrition Director
Concessions Director
1045 18th St. SW
Huron, SD 57350
P: (605) 353-6909
amanda.reilly@k12.sd.us

I am Amanda Reilly, the Nutrition Director. I would first like to thank all of the food service staff for the many hours put in to making the summer meals program go smoothly this year, and the buildings and grounds department for keeping all of our facilities up and running on a daily basis.

In school year 20-21 we served 415,198 meals, breakfast and lunch. I am hoping that with each year we watch this number continue to grow.

Again this school year we will be serving free breakfast and lunch to all students. This program funded by the USDA provides families with a wonderful opportunity to feed nutritious meals to their children free of charge. We are hoping that all parents will utilize this program. We are eager to serve all children breakfast and lunch daily. We will again be able to occasionally serve desserts this year since we have more relaxed meal requirements from the USDA. Other menu updates for lunch will be taco pizza, re-invented beefy mac, macaroni and cheese, and at the High School we will be serving soft pretzels. Menu changes for breakfast will be Gogurt and blueberry muffins at the elementary schools, and bacon and sausage breakfast pizza at the High School.

At all of the schools we have an updated sanitation process. There are now systems that dispense pre-measured sanitizer so that we know every time we are following protocol without fail. This will help sustain our 100% score on state and local health inspections.

We, again this year, received the grant to run the fresh fruit and vegetable program. This program allows children to have a tasting of a fresh fruit or vegetable that they might not experience trying if not for this program. Foods such as Kohlrabi, Dragon fruit, Jicama, colored cauliflower, turnips, parsnips, cucamelon, mango, golden kiwi... This grant also gives us the ability to retain more employees by giving more hours of work in the day.

We are also switching to a new system that includes point of sale, online payments, online menus, inventory, purchasing, and menu planning. Once we have all of the components to this system up and running fully we will have all of our information in one place to make our lives, and the lives of the parents in the district much more simple. Parents will be able to see what is for lunch, make payments on their child's account, fill out and submit a free and reduced application, and transfer money from one student to another all in one place. As food service staff, we will be able to track all sales and inventory, create bid documents, and process any information that the state needs to continue to follow all regulations within one software. When we have our next state review, all of our work will already be tracked and documented for us.

I am looking forward to another rewarding year of doing what we love best, feeding children.



Huron School District #2-2

Policies and Regulations

Code:
GDBA-3(N) Support Staff Hiring
Schedules
Para-Educators

.90 increase (3.5% x 90%)
.15 steps

Support Staff Hiring Schedules
Para-Educators
2021-2022

GDBA-3 (N)
May 24, 2021

Step	Licensed SLPA/PTA/OTA	Class AAA	Class AA	Class A	Class S1	Class A1	Class B
0	\$30.00	\$16.84	\$16.67	\$17.87	\$18.87	\$17.87	\$17.36
1	\$30.17	\$17.01	\$16.83	\$18.04	\$19.04	\$18.04	\$17.53
2	\$30.33	\$17.17	\$17.00	\$18.20	\$19.20	\$18.20	\$17.70
3	\$30.50	\$17.34	\$17.16	\$18.37	\$19.37	\$18.37	\$17.86
4	\$30.66	\$17.50	\$17.33	\$18.53	\$19.53	\$18.53	\$18.03
5	\$30.83	\$17.67	\$17.49	\$18.70	\$19.70	\$18.70	\$18.19

LICENSED SLPA/PTA/OTA

One who assists licensed therapists with treatment plans in educational settings.

CLASS 'AAA'

One who spends the majority of his/her time working as an office secretary in the elementary or middle school building administrator's office, or in the business office on less than 260-day position.

CLASS 'AA'

One who spends the majority of his/her time working as a secretary in the counselor's office.

CLASS 'A'

One who spends the majority of his/her time working with students in a tutorial process.

CLASS "S1"

One who spends the majority of his/her time working with students with special needs who may need physical assistance using the toilet (may include changing diapers, wiping, changing accidents) or assistance eating, or routinely comes into contact with blood, saliva, or mucous.

CLASS 'A1'

One who spends the majority of his/her time performing library clerical duties and instructing students in library and computer searches.


CLASS 'B'

One who spends the majority of his/her time supervising playground, lunchroom, etc.

The superintendent must approve all hiring and wage requests. All new para educators hired, will enter employment with the Huron School District at the (zero) step, unless granted credit not to exceed five steps. The para educator may earn steps for experience (responsibility determined to be similar). New para educator will be allowed to earn one additional step per year (after raise has been factored) until they have earned five (\$.15) steps on the hiring schedule. Para educators granted steps at hiring are limited to the same five total steps that can be earned before their salary is "locked in" and becomes only eligible for cost of living raises.

Normal annual increments may be withheld from the employee for unsatisfactory performance upon the recommendation by the immediate supervising administrator and by the superintendent of schools and the board of education. Removal of the unsatisfactory recommendation for the following year shall mean a normal annual increase in salary. However, employee shall not pick up the lost salary.

This hiring schedule shall be advanced each year by no more than 90% of the average annual increment received by employees whose salary is based on this schedule.

	Huron School District #2-2	Code:
	Policies and Regulations	GDBA-3(N) Support Staff Hiring Schedules Para-Educators

PAID HOLIDAYS – LICENSED SLPA/PTA/OTA - Class II (9-month classified employees) – Veterans’ Day, Thanksgiving, Thanksgiving Friday, Christmas Eve, Christmas Day, New Year’s Day, Presidents Day, and Good Friday.

PAID HOLIDAYS/Class II/AAA (10-month) – Labor Day, Veterans’ Day, Thanksgiving, Thanksgiving Friday, Christmas Eve, Christmas Day, New Year’s Day, Presidents’ Day, and Good Friday.



Huron School District #2-2
Policies and Regulations

Code:
GDBA-5(N) Support Staff Hiring
Schedules
Food Service

.90 increase (3.5% x 90%)
.15 steps

Support Staff Hiring Schedules
Food Service
2021-2022

GDBA-5 (N)
May 24, 2021

STEP	LEVEL I	LEVEL II	LEVEL III A	LEVEL III B	LEVEL IV A	LEVEL IV B
0	\$17.03	\$17.31	\$17.85	\$18.12	\$18.62	\$19.00
1	\$17.20	\$17.47	\$18.01	\$18.29	\$18.79	\$19.16
2	\$17.36	\$17.64	\$18.18	\$18.46	\$18.95	\$19.33
3	\$17.53	\$17.80	\$18.34	\$18.62	\$19.12	\$19.49
4	\$17.69	\$17.97	\$18.51	\$18.79	\$19.28	\$19.66
5	\$17.86	\$18.14	\$18.68	\$18.95	\$19.45	\$19.82

The superintendent must approve all hiring and wage requests. All new Food Service Personnel hired, will enter employment with the Huron School District at the (zero) step, unless granted credit not to exceed five steps. The new Food Service employee may earn steps for experience (responsibility determined to be similar). New Food Service Personnel will be allowed to earn one additional step per year (after raise has been factored) until they have earned five (\$.15) steps on the hiring schedule. Food Service Personnel granted steps at hiring are limited to the same five total steps that can be earned before their salary is “locked in” and becomes only eligible for cost of living raises.


Those food service employees who have been nationally certified and kept their national certification for a period of three years or more will be given a \$.15 per hour salary increase. If an employee fails to keep up his/her national certification, he/she will lose the increment and will have to complete another three years to earn it back.

Normal annual increments may be withheld from the employee for unsatisfactory performance upon the recommendation by the immediate supervising administrator and by the superintendent of schools and the board of education. Removal of the unsatisfactory recommendation for the following year shall mean a normal annual increase in salary. However, employee shall not pick up the lost salary.

The hiring schedule shall be advanced each year by no more than 90% of the average annual increment received by employees whose salary is based on this schedule.

PAID HOLIDAYS:

CLASS II (9-month classified employees) Veterans’ Day, Thanksgiving, Thanksgiving Friday, Christmas Eve, Christmas Day, New Year’s Day, Presidents Day, Good Friday

	Huron School District #2-2	Code: GDE Part-Time / Substitute Support Staff Employment
	Policies and Regulations	

PART-TIME/SUBSTITUTE SUPPORT STAFF EMPLOYMENT
Substitute Pay for Class I & Class II

Any employee who substitutes for another for an extended length of time, after the first five consecutive working days of the extended length of time, shall receive an increased rate of pay for the remainder of the absence, as defined by the guidelines set forth in the substitute wage letter. (See attached.)



Huron School District #2-2
Policies and Regulations

Code:
GDE Part-Time / Substitute
Support Staff Employment

Substitute Classified Wages
2021-2022

Substitute para-educators will be paid on Experience Step 0 of the Para-Educator “Hiring” Schedule. The hourly rate of pay is as follows:

Licensed SLPA/PTA/OTA	\$30.00
Class AAA	\$16.84
Class AA	\$16.67
Class A	\$17.87
Class S1	\$18.87
Class A1	\$17.87
Class B	\$17.36

Substitutes for food service workers will be hired on the Level II Experience Step 0 of the Food Service ‘hiring’ schedule. The hourly rate of pay is \$17.31 per hour for the 2021-2022 school year. Substitutes will receive the same wage increase as regular food service employees in subsequent years of employment.

Substitute full-time personnel working in place of full-time personnel covered under the negotiated policy will be placed on Step 0 of the Full-Time Personnel “hiring” schedule. The hourly rate of pay is as follows:

Division I/Office Personnel	\$19.36
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All non-supervisory substitute custodians will be paid \$17.15 per hour.

Supervisory substitute custodians will be paid \$17.69 per hour.

Any classified personnel who currently works for the district and who substitutes for more than five consecutive days in another classified position in a higher pay category will receive a lateral move to the higher hourly pay category of the two, beginning on the sixth day.



Huron School District #2-2

Policies and Regulations

Code:
AE HSD Wellness Policy

HURON PUBLIC SCHOOL DISTRICT WELLNESS POLICY

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

Table of Contents

Preamble.....2

School Wellness Committee.....3

Wellness Policy Implementation, Monitoring, Accountability, Community Engagement.....4

Nutrition.....6

Physical Activity.....10

Other Activities that Promote Student Wellness..... 11

Glossary.....12

Appendix A: School Level Contacts.....13



Huron School District #2-2

Policies and Regulations

Code:
AE HSD Wellness Policy

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 measureable goals and outcomes are identified within each section below.

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

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 Garret Bischoff Mike Radke Rodney Mittelstedt Laura Willemsen Lyndi Hudson Peggy Heinz Heather Rozell Kari Hinker Linda Pietz Jolene Konechne Kathie Bostrom Amanda Reilly Rita Baszler Jessica Van Diepen Raleigh Larson	Superintendent of Schools Board of Education Member High School Principal Asst. High School Principal Middle School Principal Asst. Middle School Principal Buchanan K-1 Center Principal Madison 2-3 Center Principal Washington 4-5 Center Principal Principal Director of Curriculum Director ESL Program Transportation Director Nutrition Director School Nurse (Mad) School Nurse (Buch & Wash) School Nurse (MS/HS)	kraig.steinhoff@k12.sd.us g_bisch@hotmail.com Mike.Radke@k12.sd.us Rodney.Mittelstedt@k12.sd.us Laura.Willemsen@k12.sd.us Lyndi.Hudson@k12.sd.us Peggy.Heinz@k12.sd.us Heather.Rozell@k12.sd.us Kari.Hinker@k12.sd.us Linda.Pietz@k12.sd.us Jolene.Konechne@k12.sd.us Kathie.Bostrom@k12.sd.us Amanda.Reilly@k12.sd.us Rita.Baszler@k12.sd.us JessicaVanDiepen@k12.sd.us Raleigh.Larson@k12.sd.us	Assists in the evaluation of the district wellness policy and implementation

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 - Jessica Van Diepen, School Nurse, Jessica.VanDiepen@k12.sd.us

Madison 2-3 Center - Rita Baszler, School Nurse, Rita.Baszler@k12.sd.us

Washington 4-5 Center – Jessica Van Diepen, School Nurse, Jessica.VanDiepen@k12.sd.us

Middle School - Raleigh Larson, School Nurse, Raleigh.Larson@k12.sd.us

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

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

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.

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

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.

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

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.
 - Alternative entrée options (e.g., salad bar, yogurt parfaits, etc.) are highlighted on posters or signs within all service and dining areas.
 - 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.

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

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/> .

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

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

Dr. Kraig Steinhoff, Superintendent	Kraig.steinhoff@k12.sd.us
Kelly Christopherson, Business Manager	Kelly.Christopherson@k12.sd.us
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Ralyna Schilling, Special Services Director	Ralyna.schilling@k12.sd.us
Jolene Konechne, ESL Director	Jolene.Konechne@k12.sd.us
Roger Ahlers, Technology Director	Roger.Ahlers@k12.sd.us
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	Huron School District #2-2	Code: JFABD Education of Homeless Students
	Policies and Regulations	

Education of Homeless Students

The Huron school district policy is to:

- Ensure the immediate enrollment of children or youth experiencing homelessness until all enrollment records may be secured; i.e., academic records, medical records, proof of residency, or other documentation.
- Keep a child or youth experiencing homelessness in the school of origin, except when doing so is contrary to the wishes of the child's or youth's parent or guardian.
- Ensure the elimination of stigmatization or segregated services and the elimination of other identified barriers for homeless children and youth.
- Provide children or youth experiencing homelessness with services comparable to services offered to other students in the school including the following:
 - Transportation services.
 - Educational services for which the child or youth meets the eligibility criteria, such as services provided under Title I of the elementary and Secondary Education Act of 1965 or similar state or local programs, educational programs for children with disabilities, and educational programs for students with limited English proficiency.
 - Programs in vocational career and technical education.
 - Programs for gifted and talented students.
 - School nutrition programs.

Huron district staff will cooperate with other agencies in developing and implementing procedures to effectively and efficiently deal with education of homeless students.



Huron School District #2-2

Policies and Regulations

Code:
JHCDE: Administration of
Medical Cannabis to Qualifying
Students

Administration of Medical Cannabis to Qualifying Students

The School District restricts the administration of medical cannabis during school hours and at school-sponsored activities unless, in accordance with a practitioner's recommendation, administration of medical cannabis cannot reasonably be accomplished outside of school hours or school-sponsored activities.

The District permits students with a valid registry identification card for medical cannabis under South Dakota law to be administered medical cannabis on school property or at a school-sponsored activity by their parent/guardian or other registered designated caregiver in accordance with this policy and South Dakota law. In order for a parent/guardian or other designated caregiver to administer medical cannabis to a qualifying student, the District will require the following to be provided initially and thereafter at the beginning of each school year and at any time when the qualifying student's administration of medical cannabis changes:

- Presentation of the student's valid State of South Dakota Department of Health approved registry identification card or nonresident card with the State of South Dakota Department of Health's confirmation of registration (a copy of which will be kept by the school in the student's educational record);
- Presentation of the State of South Dakota Department of Health approved caregiver's card showing his/her status as the registered designated caregiver for the qualifying student (a copy of which will be kept by the school in the student's educational record); and
- A written dated and signed certification by the qualifying student's recommending practitioner that also includes the dosage, frequency or time of administration, and length of time between dosages.

The parent/guardian or other registered designated caregiver is the only person who may provide, administer, or assist the student with the consumption of medical cannabis. Schools will not store, and school personnel will not administer, medical cannabis.

Administration of medical cannabis to qualifying students shall be in accordance with this policy. Administration of all prescription and nonprescription medications to students shall be in accordance with applicable law and the District's policy concerning the administration of medications to students.

Definitions

The following definitions apply for purposes of this policy:




Huron School District #2-2

Policies and Regulations

Code:
JHCDE: Administration of
Medical Cannabis to Qualifying
Students

1. “Designated location” means a location identified in writing by the school district in its sole discretion and may include a location on the grounds of the school in which the student is enrolled, upon school property in South Dakota, as that term is defined herein, or at a school-sponsored activity in South Dakota.
2. “Permissible form of medical cannabis” means non-smokable products such as oils, tinctures, edible products or lotions that can be administered and fully ingested or absorbed in a short period of time. Patches and other forms of administration that continue to deliver medical cannabis to a qualified student while at school may be appropriate for students who receive ongoing adult assistance or on a case-by-case basis as determined by the district when adequate protections against misuse may be made. Smoking or vaping medical cannabis is strictly prohibited and is not a permissible form of medical cannabis for students in a school setting under any circumstances.
3. “Designated caregiver” means the qualifying student’s parent, guardian or other responsible adult over twenty-one years of age who is the qualifying student’s registered designated caregiver and who has a caregiver’s card approved by the South Dakota Department of Health. In no event shall another student be recognized as a designated caregiver. A designated caregiver is the only individual permitted to possess and administer to a qualifying student. Any designated caregiver seeking access to school property or school-sponsored activity for purposes of this policy must comply with the Board’s policy and/or procedures concerning visitors to school and all other applicable policies.
4. “School property” means any school premises, vehicle, or building, or on or in any premises, vehicle, or building used or leased for the school district’s functions.
5. “Qualifying student” means a student who possesses a valid registry identification card approved by the State of South Dakota Department of Health for the use of medical cannabis.
6. “Written certification” means the completed South Dakota Department of Health form dated and signed by a physician who is licensed with authority to prescribe drugs to humans, stating that in his/her professional opinion the patient is likely to receive a therapeutic or palliative benefit from the medical use of cannabis to treat or alleviate the patient’s debilitating medical condition or symptom associated with the debilitating

	Huron School District #2-2	Code:
	Policies and Regulations	JHCDE: Administration of Medical Cannabis to Qualifying Students

medical condition. The document must specify the patient's debilitating medical condition and that it is made in the course of a bona fide practitioner-patient relationship.

Permissible administration of medical cannabis to a qualifying student

A qualifying student's designated caregiver may administer a permissible form of medical cannabis to a qualifying student in a designated location if all of the following parameters are met:

1. The qualifying student's parent/guardian provides the following to the school before the administration of medical cannabis is allowed on school property or at a school-sponsored activity and thereafter at the beginning of each school year and at any time when the qualifying student's administration of medical cannabis changes:
 - a. The qualifying student's valid registry identification card from the State of South Dakota Department of Health or nonresident card with the State of South Dakota Department of Health's confirmation of registration authorizing the student to receive medical cannabis;
 - b. The completed and signed Form JHCDE-E (1) (Medical Cannabis Administration Plan);
 - c. The designated caregiver(s) card approved by the State of South Dakota Department of Health; and
 - d. Written certification dated and signed by the student's recommending practitioner that also includes the dosage, frequency or time of administration, and length of time between dosages.

2. The qualifying student's parent/guardian provides written notice to the school within ten (10) days of any of the following:
 - a. Change in a designated caregiver;
 - b. The student ceases to have a debilitating medical condition, as that term is defined in South Dakota law; or
 - c. The registry identification card is void, expired or revoked.



Huron School District #2-2

Policies and Regulations

Code:
JHCDE: Administration of
Medical Cannabis to Qualifying
Students

3. In the event that a new registry identification card is issued, the qualifying student's parent/guardian provides the new card to the school district within ten (10) days of the issuance of the card;
4. The qualifying student's parent/guardian signs the written acknowledgement in Form JHCDE-E(1)(Medical Cannabis Administration Plan) assuming all responsibility for the provision, administration, maintenance, possession, storage and use of medical cannabis under state law, and releases the district from liability for any claim or injury that occurs pursuant to this policy;
5. The qualifying student's parent/guardian or designated caregiver shall be responsible for providing the permissible form of medical cannabis to be administered to the qualifying student, shall transport it in a container that meets the packaging and labeling requirements specified by the South Dakota Department of Health, and shall not at any given time possess on school property an amount of medical cannabis that exceeds the qualifying student's prescribed daily dosage;
6. The district will determine the location and the method of administration of a permissible form of medical cannabis so to not create risk of disruption to the educational environment or exposure to other students;
7. After administering the permissible form of medical cannabis to the qualifying student, the student's designated caregiver shall remove any remaining medical cannabis from the school property or school-sponsored activity;
8. The written dated and signed plan contained in Form JHCDE-E (1) (Medical Cannabis Administration Plan) is prepared that identifies the form, designated location(s), and any protocol regarding administration of a permissible form of medical cannabis to the qualifying student.

Additional parameters

School personnel, in their role as employees of the school district, will not under any circumstances:



Huron School District #2-2

Policies and Regulations

Code:
JHCDE: Administration of
Medical Cannabis to Qualifying
Students

1. Assist a qualifying student or his/her designated caregiver in obtaining, administering, or using medical cannabis;
2. Store or hold medical cannabis in any form;
3. Ensure the qualifying student is properly using the medical cannabis as instructed by his/her recommending practitioner; or
4. Serve as the qualifying student's designated caregiver of medical cannabis.

This policy conveys no right to any student or to the student's parents/guardians or other designated caregiver to demand access to any general or particular location on school property or at a school-sponsored activity to administer medical cannabis.

When a school-sponsored activity occurs at another South Dakota public school, the location identified by that school will serve as the designated location for the designated caregiver's administration of medical cannabis.

This policy shall not apply to school property or school-sponsored activities located outside of the state of South Dakota, on federal property or any other location that prohibits cannabis on its property.

Permission to administer medical cannabis to a qualifying student may be limited or revoked if the qualifying student and/or the student's parent/guardian or other designated caregiver violates this policy or demonstrates an inability to responsibly follow this policy's parameters.

No student is permitted to possess or self-administer medical cannabis. Qualifying students with a valid registry identification card who possess or self-administer cannabis may be subject to discipline just as any other student without a valid registry identification card would be. Student possession, use, distribution, sale or being under the influence of cannabis inconsistent with this policy may be considered a violation of Board policy concerning drug and alcohol involvement by students or other Board policy and may subject the student to disciplinary consequences, including suspension and/or expulsion, in accordance with applicable Board policy.

If the federal government indicates that the District's federal funds will be lost or have been lost by this policy, the Board declares that this policy shall be suspended immediately and that the administration of any form of medical cannabis to qualifying students on school property or at a school-sponsored event shall not be permitted. The district shall post notice of such policy suspension and prohibition in a conspicuous place on its website.



Huron School District #2-2

Policies and Regulations

Code:
JHCDE-E(1) - Administration of
Medical Cannabis to Qualifying
Students – Medical Cannabis
Administration Plan

Medical Cannabis Administration Plan

Before the administration of medical cannabis on school property or at a school-sponsored activity, at the beginning of each school year and at any time when the qualifying student's administration of medical cannabis changes, the student's parent/guardian must complete and submit to the district this form, the student's registry identification card, the designated caregiver(s) card, and a written signed certification (1) by the recommending practitioner that also includes the dosage, frequency or time of administration, and length of time between dosages.

To be completed by the parent/guardian:

Name of Qualifying Student: (2) _____

School: _____ Grade: _____

Name and Phone Number of Student's Designated Caregiver(s) (3):

By initialing the following statements and signing below, the undersigned parent/guardian hereby acknowledges:

_____ I have read and agree to comply with the procedure regarding the administration of medical cannabis to qualifying students as outlined in Policy JHCDE.

_____ I assume all responsibility for the provision, administration, maintenance, possession, storage and use of medical cannabis to my child.

_____ I understand that no school personnel are required to administer medical cannabis to my child, and that only a registered designated caregiver will be allowed to administer medical cannabis to my child.

_____ I understand that I or the designated caregiver for my child will not at any time possess on school property an amount of medical cannabis that exceeds my child's prescribed daily dosage, that it will be transported in a container that meets the packaging and labeling requirements specified by the South Dakota Department of Health, and that as soon as I or my child's designated caregiver administer the dosage of medical cannabis, I or my child's designated caregiver must remove any remaining cannabis from the school property or school-sponsored activity.

_____ I understand that the district will determine a designated location and any protocols regarding the administration of medical cannabis to my child and that this plan does not allow for the administration of medical cannabis on federal property or any location that prohibits cannabis on its property.

_____ I agree to notify the School District of any change in circumstances as outlined in Policy JHCDE.

_____ I understand that permission to administer medical cannabis in accordance with this plan may be revoked for the failure to comply with the procedure, rules or requirements of the administration of medical cannabis to qualifying students or other policies.



Huron School District #2-2

Policies and Regulations

Code:
JHCDE-E(1) - Administration of
Medical Cannabis to Qualifying
Students – Medical Cannabis
Administration Plan

By signing below, I hereby release and hold harmless the School District, its officers, agents, employees, and volunteers from any and all liability, damages, injury or other legal claims which I now have or may hereafter have arising out of the administration of medical cannabis to my child.

Date: _____
Signature of parent or guardian

(1) "Written certification" means the completed South Dakota Department of Health form dated and signed by a physician who is licensed with authority to prescribe drugs to humans, stating that in his/her professional opinion the patient is likely to receive a therapeutic or palliative benefit from the medical use of cannabis to treat or alleviate the patient's debilitating medical condition or symptom associated with the debilitating medical condition. The document must specify the patient's debilitating medical condition and that it is made in the course of a bona fide practitioner-patient relationship.

(2) "Qualifying student" means a student who possesses a valid registry identification card approved by the State of South Dakota Department of Health for the use of medical cannabis.

(3) "Designated caregiver" means the qualifying student's parent, guardian or other responsible adult over twenty-one years of age who is the qualifying student's registered designated caregiver and who has a caregiver's card approved by the SD Department of Health. In no event shall another student be recognized as a designated caregiver. A designated caregiver is the only individual permitted to possess and administer to a qualifying student.

To be completed by the school:

I have received the following:

____ Student's registry identification card approved by the State of South Dakota Department of Health authorizing the administration of medical cannabis to the student. The expiration date is: _____

____ The designated caregiver(s) card approved by the State of South Dakota Department of Health authorizing the administration of medical cannabis to the student.

____ Written certification signed by the recommending practitioner that also includes the dosage, frequency or time of administration, and length of time between dosages.

The student's identified designated caregiver's administration of the permissible form of medical cannabis in the designated location has been conditionally approved as follows:

Permissible form(s) (4) of medical cannabis to be administered:

Oil/Lotion Tincture Edible Product Other: _____

Administration method to be used: _____

Dosage Amount: _____ Time(s) to be Administered: _____



Huron School District #2-2

Policies and Regulations

Code:
JHCDE-E(1) - Administration of
Medical Cannabis to Qualifying
Students – Medical Cannabis
Administration Plan

Location of administration (5) on school property or at a school-sponsored activity:

Date: _____

Name and Signature of Nurse: _____

Name and Signature of Administrator: _____

Copies of the current registry identification card and the registered designated caregiver(s) card will be retained in the student's educational record and updated as needed.

Provide copies of the Administration Plan to:

- Parent/Guardian
- Designated Caregiver (if different than parent/guardian)
- School Principal
- Student's Teacher(s)
- School Nurse

(4) "Permissible form of medical cannabis" means non-smokable products such as oils, tinctures, edible products or lotions that can be administered and fully ingested or absorbed in a short period of time. Other non-smokable forms may be approved on a case by case basis.

(5) "Designated location" means a location identified in writing by the school district in its sole discretion and may include a location on the grounds of the school in which the student is enrolled, upon school property in South Dakota, as that term is defined herein, or at a school-sponsored activity in South Dakota.

ADMINISTERING MEDICINES/PHYSICIAN PRESCRIBED SERVICES TO STUDENTS/EMPLOYEES

Storing and Dispensing of Medication/Providing Medical Procedures

This policy for medication taken during school hours and/or for providing medical procedures has been developed to protect the health of the student and the rights of the district and its employees. The following directives and guidelines apply:

1. Diagnosis and treatment of an illness are not responsibilities of the district and should not be practiced by any district employee.
2. School personnel shall not provide aspirin or any other patent medicine to students.
3. The dispensing or administration of medicine to a student shall be done only where the student's health may be impaired without it, and then only in compliance with this policy.
4. The district discourages the use of over-the-counter drugs and medication at school (cough drops, cough syrup, etc.) and disclaims responsibility for the same.
5. All drugs and medication for elementary and middle school students shall be stored securely in the central office of each building.
6. Students requiring medication at school shall be identified by the parent to authorized school personnel.
 - a. A written notification from the legal guardian shall accompany any request for medication dispersion at school.
 - b. A completed authorization form shall be submitted to the school principal within one day's time of any drugs or medication.
 - c. Drugs and medication shall be provided by the parent in the original container, including the student's name, medication name, physician, and dosage of the drug to be taken.
 - d. Drugs and medication shall be dispensed or administered only by the office personnel/school nurse of each school building.

- e. It shall be the student's responsibility to come to the office at the correct time for administration of the drug or medication. It will not be the district's responsibility to seek out each particular student at a given time for his/her particular drug or medication.
 - f. In specific situations, students may be responsible for their own drug or medication and self-administration. Parents shall be encouraged to send only a one-day supply of the required medication with the student.
 - g. High school pupils who are required to take medicine regularly, either prescription or non-prescription, shall report this to the nurse or designated employee so the school is aware of the medication being taken. Students on this level shall be responsible for taking their own drugs or medication.
- 7. If concerns arise regarding a specific situation, a referral to the school principal or the school nurse shall be made.
 - 8. Students may require physician-prescribed services during the school day. Parents/guardians of students requiring physician-prescribed services at school shall inform the principal and school nurse of the needs of the student. Parents/guardians shall be responsible for providing appropriate forms, equipment, and supplies necessary for the services. Persons assigned by the principal and supervised by the school nurse will provide physician-prescribed services.
 - 9. Recording forms for physician-prescribed services/medication will be kept on file at the school for one year and will then be destroyed. The health record will reflect that services/medications were provided. Records for services reimbursed by Medicaid will be retained for six years.



Administration of Medications to Students

School personnel shall not administer prescription or nonprescription medication to students unless appropriate administration cannot reasonably be accomplished outside of school hours.

For purposes of this policy, the term "medication" includes both prescription medication and nonprescription medication, but does not include medical cannabis. The administration of medical cannabis shall be in accordance with the Board's policy on administration of medical cannabis to qualified students.

Students will not be permitted to take medication while at school unless the administration of such medicine is coordinated by the school district nurse acting under specific written request of the parent or guardian and under the written instructions of the student's physician.

When such a request is made by a parent or guardian, a full release from the responsibilities pertaining to the administration and consequences of such medications must also be presented to the principal by the student's parent or guardian.


Parent/guardian requests to store and/or administer prescription or nonprescription medications to students must be in writing, on a Consent for Medication Administration District Form. The Consent for Medication Administration must be completely filled out, signed and dated by the parent/ guardian. The Consent for Medication Administration must be renewed annually. Any product that could be considered a drug, including "natural remedies", herbs, vitamins, dietary supplements or homeopathic medications will be managed as an over-the-counter medication. These products would require a written request and completion of a Consent for Medication Administration by the parent/guardian. All prescription medication requires a Consent for Medication Administration signed by the parent/guardian and physician.

When medication is brought to school for a student, the student's teacher, building principal, nurse or secretary will be made aware that the student will be taking medication. If a child has medication at school without prior notification the parent/guardian will be contacted. Medications should be transported to and from school by a parent/guardian.

All medications must be stored in a locked medicine cabinet, managed by the school nurse or school personnel trained in medication administration. Prescription medications to be stored and/or administered must be in the original pharmacy labeled container. The label must specify the student's name, name of the medication, name of physician/licensed health care provider, the date of the prescription and the directions for use. If the dosage of the medication is changed by the physician/licensed health care provider, a new bottle must be received from the parent and a new Consent for Medication completed. Non-prescription medications to be stored and/or administered should be in the original container.

It is the responsibility of the student to come to the office to take his/her medication. Any student who uses the medication in a manner other than the manner prescribed may be subject to disciplinary action.

Prescription medication administration may be delegated only to those individuals who have successfully completed the training program as required by law. No school employee, other than the school nurse, shall be required to be trained by a licensed health care profession for the purpose of being trained in the administration of prescription medication, or shall be required to administer prescription medication, without the employee's prior written consent.

	Huron School District #2-2	Code:
	Policies and Regulations	GBEB Drug Free Workplace

Drug Free Workplace

It is the policy of the board of education to provide a drug-free workplace and to work toward a drug-free society. It is the goal of the district to prevent the illicit use of controlled substances and alcohol.


The unlawful manufacture, or the distribution, dispensing, use, possession, or being under the influence of controlled substances and/or alcohol by any employee during the work day, at any school activity, or while in the performance of his/her employment by the district wherever located, is absolutely prohibited. **Additionally, it shall be a violation of this policy for employee to manufacture, use, possess, sell, distribute or be under the influence of medical cannabis in any manner inconsistent with South Dakota state law.** Violation of this rule by any employee will constitute insubordination and will be cause for disciplinary action up to and including termination of employment and referral for prosecution. In appropriate circumstances, disciplinary action may include completion of an approved rehabilitation program at the employee's expense; however, any applicable insurance benefits will be applied.

For purposes of this policy, controlled substances include, but are not limited to, narcotics, drugs, hallucinogenic, or mind-altering drugs or substance, amphetamines, barbiturates, stimulants, depressants, marijuana, **medical cannabis**, anabolic steroids, and any other controlled substance as defined in law, or any prescription medicine, or other chemical substances not taken in accordance with a physician's prescription. This definition also includes substances presented to be any such controlled substance or which an employee believes to be such a substance.

Tobacco Use Prohibited

The board of education recognizes that the use of tobacco poses a serious threat to the health and well-being of the district's students and employees. Tobacco products are in direct conflict with the district's goal of comprehensive health education. The policy stipulations below apply to all individuals regardless of age, and regardless of whether they may legally use the products.

1. The use of tobacco products shall be forbidden on all school properties and in all school vehicles.
2. The use of tobacco products in the Huron Arena when the Huron Arena is utilized by the city of Huron as a public convention hall shall be determined by the city of Huron.

	Huron School District #2-2	Code: GBEB Drug Free Workplace
	Policies and Regulations	

Employee/Student Use of Alcohol & Drugs

Drug Abuse by Students

Philosophy

The Huron public school district #2-2 recognizes that chemical abuse/dependency is a concern that needs to be addressed by the school and the 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. No student shall be intoxicated, use, sell, distribute, buy, receive, be under the influence of, or in the possession of a controlled substance as defined by SDCL. Students who use prescription drugs or medical cannabis authorized by a licensed physician do not violate this administrative procedure if the students conform to the prescription and appropriate school policies.

The Huron public school district is committed to the development and the implementation of programs and policies which contribute to the well-being of students through prevention, intervention, after-care, and staff development. The major components of our approach to chemical abuse are defined as follows:

1. Prevention

An educational process that promotes the development of a healthy self-attitude and provides individuals with information and inter-actions needed to make responsible decisions regarding chemical use.

2. Intervention

An established process in which caring persons confront an individual with data regarding his/her chemically-related behaviors in an effort to encourage that individual to seek appropriate corrective measures.

3. After-care

Information on community support systems, individual counseling through school counselors as deemed necessary by the student, parents, administration, and chemical health facility.

4. Staff Development

A process through which individuals acquire the knowledge and skills required to constructively respond to the problems of chemical abuse.

A biennial review of this policy will be conducted to insure that current and effective measures are being taken to meet the needs of the students.



Huron School District #2-2
Policies and Regulations

Code:
GBEB Drug Free Workplace

Drug Abuse by Employees

It is the policy of the board of education to provide a drug-free workplace and to work toward a drug-free society. It is the goal of the district to prevent the illicit use of controlled substances and alcohol.

The unlawful manufacture, or the distribution, dispensing, use, possession, or being under the influence of controlled substances and/or alcohol by any employee during the work day, at any school activity, or while in the performance of his/her employment by the district wherever located, is absolutely prohibited.

Additionally, it shall be a violation of this policy for employee to manufacture, use, possess, sell, distribute or be under the influence of medical cannabis in any manner inconsistent with South Dakota state law. Violation of this rule by any employee will constitute insubordination and will be cause for disciplinary action up to and including termination of employment and referral for prosecution. In appropriate circumstances, disciplinary action may include completion of an approved rehabilitation program at the employee's expense; however, any applicable insurance benefits will be applied.

For purposes of this policy, controlled substances include, but are not limited to, narcotics, drugs, hallucinogenic, or mind-altering drugs or substance, amphetamines, barbiturates, stimulants, depressants, marijuana, medical cannabis, anabolic steroids, and any other controlled substance as defined in law, or any prescription medicine, or other chemical substances not taken in accordance with a physician's prescription. This definition also includes substances presented to be any such controlled substance or which an employee believes to be such a substance.

Tobacco Use Prohibited

The board of education recognizes that the use of tobacco poses a serious threat to the health and well-being of the district's students and employees. Tobacco products are in direct conflict with the district's goal of comprehensive health education. The policy stipulations below apply to all individuals regardless of age, and regardless of whether they may legally use the products.

1. The use of tobacco products shall be forbidden on all school properties and in all school vehicles.
2. The use of tobacco products in the Huron Arena when the Huron Arena is utilized by the city of Huron as a public convention hall shall be determined by the city of Huron.


Procedure

The Huron board of education charges the administration with the responsibility to develop a procedure to complement the board's philosophy and policy in regard to the chemical health of its students.

1. Prevention

Prevention activities may include the following:

- a. Adoption and continued implementation and revision of drug/alcohol curriculum as recommended by the district (ad hoc) curriculum committee under the leadership of the director of instruction.
- b. Development of chemical health support groups or individual counseling on an "as needed" basis.

	Huron School District #2-2	Code: GBEB Drug Free Workplace
	Policies and Regulations	

2. Intervention


The following procedures will be used in dealing with possession, use, distribution, or being under the influence of alcohol and other drugs on school property and during school activities.

A. First Offense

1. The administration will try to notify the parent(s)/ guardian(s) by phone to explain the incident and arrange for a conference.
2. The administration may suspend the students for ten (10) days in compliance with student due process procedures.
3. The administration will notify the parent(s)/ guardian(s) in writing of the suspension within two (2) school days.
4. The administration may notify available law enforcement authorities.
5. The school district and/or law enforcement authorities may require that students complete the Youth Diversion Class through Community Counseling Services to address chemical use issues. Fees for assessment or treatment are the responsibility of student or family. The suspension of a student who agrees to participate in this class will be commuted to three (3) days.
6. Depending on the severity of the circumstances, the school district may recommend that a student with alcohol and other drug-use problems seek professional assessment from a trained chemical dependency counselor.
7. A record of offenses is carried over each year for grades K-8. A clean slate will be granted at grade 9 for as long as the student is attending school.

B. Second Offense and Subsequent Offenses

1. The administration will contact the parent(s)/ guardian(s) to arrange for a conference.
2. The administration may notify available law enforcement authorities.
3. The administration may suspend the student for ten (10) days in compliance with student due process procedures.
4. The administration will notify the parent(s)/guardian(s) in writing of the suspension within two (2) school days.
5. The administration will recommend to the school board that the student be expelled unless the following procedure is followed:
 - a. The student must agree to be assessed by a trained chemical dependency counselor or a licensed physician trained in chemical dependency.
 - b. Upon appropriate authorization, the agency or professional person notifies the administration that the student has been assessed and does or does not require treatment. If the student is accepting of recommended treatment, the ten (10) day suspension may be commuted to three (3) days. Fees for this assessment and/or treatment are the responsibility of the student and family.

	Huron School District #2-2	Code:
	Policies and Regulations	GBEB Drug Free Workplace

C. Reasonable Suspicion That a Student is Under the Influence

1. Staff members will immediately report the problem to an administrator.
2. Administrator and/or reporting staff member and/or school counselor will confer with the student as soon as possible. The following options are available:
 - a. If it is determined that the student is not under the influence, the administrator or his/ her designee calls the student's parent(s)/ guardian(s) regarding the nature and outcome of the conference with the student.
 - b. If it is determined the student is under the influence, the administrator notifies the parents and the police, detaining the student until the police arrive.
 - c. If a behavior is repetitive, the parent(s)/ guardian(s) should be called immediately and a conference scheduled as soon as possible. The conference may include the administrator, school counselor, reporting staff member, and the parent(s)/guardian(s) of the student. In the conference, the following issues will be addressed:
 - 1) A review of the circumstances (behaviors) which necessitated the conference;
 - 2) A request for information from both the student and parent(s)/guardian(s) to aid in determining the possible reasons for the student's behavior; and,
 - 3) A review of possible referral sources within the school and community, both medical and counseling, that may help the parent(s)/guardian(s) and student in dealing with the behavior exhibited. Follow-up will be with the school counselor.

D. Supplying/Distributing or Selling Alcohol and Other Drugs or Materials Represented to be a Controlled Substance

1. Supplying or selling chemicals may result in suspension for ten (10) days.
2. The administration will notify parent(s)/guardian(s) verbally and in writing of the suspension within two (2) school days.
3. The administration will refer the case to available law enforcement authorities.
4. A hearing on the case will be conducted by the school board pursuant to due process rules for expulsion. Expulsion may be recommended by the administration.

3. Aftercare

Upon completion of treatment, a conference will be held prior to the student's return to school. The conference will include the student, parent(s)/guardian(s), administrator, and school counselor.

- a. The student should agree to the provider's after-care plan and the successful completion of it;
- b. The student should agree to the recommendations and behavioral agreement which will be established for the returning student;
- c. The student should agree to the make-up assignments and responsibilities and time-line for completion which will be established;
- d. Parent(s)/guardian(s) and students will be informed of available chemical health resources in the community, as well as individual/group school counseling; and,
- e. Follow-up with school counselor as determined necessary by student, parent(s)/guardian(s), and school.

4. Staff Development

The Huron school district will provide and coordinate on-going training in the area of chemical health. Appropriate time will be set aside for key personnel (counselors, teachers, administrators, and support service staff) at all levels of instruction. In-service training will focus on skill development in the following:

- a. Continued instruction of the chemical health curriculum;



Huron School District #2-2

Policies and Regulations

Code:
GBEB Drug Free Workplace

- b. Recognizing chemical abuse symptoms; and,
- c. Information on dangers of alcohol and/or other drug use/abuse.



Huron School District #2-2

Board Member Committee Assignments

Board Member Committee Assignments 2020-2021

Board Member Committee Assignments 2020-2021

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