

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

Vision: *Respect – Pride – Excellence for All*

AGENDA
BOARD OF EDUCATION – REGULAR MEETING
Instructional Planning Center/Huron Arena
Monday, March 14, 2022
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**

March 18	Spring Break – No School
March 28	Board of Education Meeting – 5:30 p.m. – IPC
April 6	Early Release
April 11	Board of Education Meeting – 5:30 p.m. - IPC
April 15	Holiday Break – No School
April 18	Vacation Day – No School
April 25	Board of Education Meeting – 5:30 p.m. - IPC
6. **Community Input on Items Not on the Agenda**
 - See Policy BFB – **Public Participation at Board Meetings** – for more information
7. **Conflict Disclosure and Consideration of Waivers** - The School Board will review the disclosures and determine if the transactions or the terms of the contracts are fair, reasonable, and not contrary to the public interest.
 - a)
8. **CONSENT AGENDA**

The superintendent of schools recommends approval of the following:

 - a) **Approval and/or Correction of Minutes of Previous Meetings**
 - b) **Consideration and Approval of Bills**
 - c) **Approval and/or Correction of the Financial Report**
 - d) **Board Approval of New Hires**

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

 - 1) Hei Say/Substitute Teacher - \$120 per day/Substitute Para-Educator \$17.87 per hour
 - 2) Jesse Hanson/Substitute Teacher - \$120 per day/Substitute Para-Educator \$17.87 per hour
 - 3) Alyssa Schwartz/TAP Site Greeter / TAP Classroom Leader/\$18.11 per hour
 - 4) Dee Tun/School Nutrition~Washington Satellite/\$17.80 per hour
 - 5) Carson Britzman/Assistant Varsity Football Coach/\$4,680 per year
 - e) **Contracts for Board Approval**
 - 1) Dru Strand/Revised to add Head FB Coach/\$61,720 per year

- 2) Jordan Mullen/HS Teacher/\$47,667 per year
- 3) Cory Weeks/MS Teacher/\$47,332 per year
- 4) Adam Heagley/HS Teacher/47,332 per year

f) Resignations for Board Approval

- 1) Lakiem Vetter/Part-time Administrative Assistant-HS Counselor's Office/1 year
- 2) Tyler Spanton/PE Teacher-HHS/2 years
- 3) Tyler Spanton/Assistant Varsity FB Coach/2 years
- 4) Tyler Spanton/Spring Strength & Conditioning Coach/2 years
- 5) Rachel Kary/National Honor Society Advisor/3 years
- 6) Carol Eckmann/Title 1/ELA Teacher~HMS & Private Schools/1 year
- 7) Carson Britzman/9th Gr Football Coach/2 years

g) Intent to Apply for Grant Funding

Group Applying

Contact Person	Huron Destination Imagination
Name of Award	Callee Bauman Wachter
Name of Funder	United Way Heartland Region Grant 2023
Amount to be Requested	Heartland United Way
Project Focus	\$1,000
	Destination Imagination

h) Intent to Apply for Grant Funding

Group Applying

Contact Person	Huron Destination Imagination
Name of Award	Callee Bauman Wachter
Name of Funder	Walmart Community Grant
Amount to be Requested	Walmart
Project Focus	\$1,000
	Destination Imagination

i) Intent to Apply for Grant Funding

Group Applying

Contact Person	Huron High School Post Prom
Name of Award	Ranae Puterbaugh
Name of Funder	Huron Community Foundation Grant
Amount to be Requested	HCF
Project Focus	\$2,000
	To provide a safe & drug free event for youth after prom

j) Intent to Apply for Grant Funding

Group Applying

Contact Person	Huron High School Post Prom
Name of Award	Ranae Puterbaugh
Name of Funder	Huron Youth Leadership Grant
Amount to be Requested	HYLC
Project Focus	\$500
	To provide a safe & drug free event for youth after prom

k) Request to Accept Bid for 160 Promethean Boards from Connecting Point

(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:**

- Kelly Christopherson, HSD Business Manager for being appointed to the Extraordinary Cost Oversight (ECF) Board as an alternate member, representing both Business Managers and school districts with an ADM of 600 or greater students.

THANK YOU TO:

- Former School Nurse, **Jessica Van Diepen**, for the donation of pants to the Buchanan K/1 Center

10. REPORTS TO THE BOARD:

- a) **Classified Employee of the Month** - Presented by Heather Rozell
Joe Skorheim, Para-Educator - Madison 2/3 Center, has been selected as Classified Employee of the Month for April, 2022. Nomination comments are included in this packet. Congratulations Joe!
- b) **LAN Report** - Tim Van Berkum
- c) **Business Manager's Report**
- d) **Superintendent's Report**

11. OLD BUSINESS

- a) **Section A: Foundations & Basic Commitments - Current & Proposed Policies / Anticipated Timeline / Change Log**
1st Reading:
Policy A1 - Mission and Vision Statements
Policy A2 - School District Philosophy/Belief Statements
Policy A3 - School District Goals and Objectives/Student Exit Outcomes
Policy AA - School District Legal Status
Policy ABA - Community and Parent Involvement in Decision Making
Policy ABAA - District Wide Title I Parental Involvement Policy
Policy ABAB - Parent Involvement
Policy ABAC - Relations with Parents
Policy ABB - Bullying/Harassment
Policy ABB-F - Bullying/Harassment Formal Complaint Form
Policy AC - Nondiscrimination in Federal Programs
Policy AC-E(1) - Nondiscrimination in Federal Programs Complaint Report Form
Policy AC-E(2) - Nondiscrimination in Federal Programs Appeal to Superintendent
Policy AC-E(3) - Nondiscrimination in Federal Programs Appeal to the School Board
Policy ACAA - Sexual Harassment
Policy ACAA-E(1) - Sexual Harassment Complaint Report Form
Policy ACAA-E(2) - Sexual Harassment Complaint Appeal to the Superintendent
Policy ACAA-E(3) - Sexual Harassment Complaint Appeal to the School Board
Policy ACAB - Prohibition Against Aiding or Abetting Sexual Abuse
Policy ACB - Nondiscrimination on the Basis of Handicap/Disability
Policy AD - Educational Philosophy
Policy AE - Huron School District Wellness Policy
Policy AGA - Contested Hearings
Policy AH - Conflict of Interest Disclosure and Authorization
Policy AH-E(1) - Conflict of Interest Disclosure
Policy AH-E(2) - School Board Action on Conflict of Interest Disclosure of a Direct Benefit
- b) **CTE Advisory Board Guide - 1st Reading**

12. NEW BUSINESS

- a) **Policy GCB-1 ~ Professional Staff Contracts & Compensation Plans/Administration - Introduction**

13. EXECUTIVE SESSION

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

(4) Preparing for contract negotiations or negotiating with employees or employee representatives.

14. ADJOURNMENT

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

Dru Strand

February 24, 2022

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 **\$ 61720** 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 **8/12/2022** 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.

BS

The above contract includes \$8518 (ES-6) for Head FB Coach and \$5242 (ES-6) for Ass't Var Wrestling;

CONTRACT MUST BE SIGNED AND RETURNED TO THE SUPERINTENDENT'S OFFICE BY THURSDAY, MARCH 3, 2022

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

ATTEST:

.....
Business Manager of the School District

By
Chairman of School District Board

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

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

Witness my hand this ...!... day of MARCH... 2022

Witness: Kayla McCloud.....

Print Name: Dru Strand.....

Sign here: [Signature].....
Teacher

TEACHER'S CONTRACT

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

Jordan Mullen

March 1, 2022

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 \$ 47667 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 **8/8/2022** 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.

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 between the date signed and approved by the School Board through June 30 for the ensuing year, damages shall be assessed at \$1,000.00. For breaking a contract July 1 through July 31, damages shall be assessed at \$2,000.00 and breaking of contract August 1 and for the duration of the first semester, damages shall be assessed at \$3,000.00. Damages will be assessed at \$1,500.00 for breaking of a contract anytime during the 2nd semester. 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.

BS
Hired 2022-2023 W/BS and 2 years of teaching experience;

Agreeing to this contract includes the following: Teachers new to the District are expected to work an additional 5 days beginning August 8. During this time, the teacher will receive appropriate training in District programs, and will have time to become adequately prepared for the new school year.

*****CONTRACT MUST BE SIGNED & RETURNED TO THE SUPERINTENDENT'S OFFICE BY WEDNESDAY MARCH 9, 2022*****

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 7th day of March 2022

Witness: Dolly Kenabales

Print Name: Jordan Mullen

Sign here: Jordan Mullen
Teacher

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

Cory Weeks

March 1, 2022

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 \$ 47332 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 8/8/2022 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.

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 between the date signed and approved by the School Board through June 30 for the ensuing year, damages shall be assessed at \$1,000.00. For breaking a contract July 1 through July 31, damages shall be assessed at \$2,000.00 and breaking of contract August 1 and for the duration of the first semester, damages shall be assessed at \$3,000.00. Damages will be assessed at \$1,500.00 for breaking of a contract anytime during the 2nd semester. 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.

BS
Hired 2022-2023 W/BS and 0 years of teaching experience;

Agreeing to this contract includes the following: Teachers new to the District are expected to work an additional 5 days beginning August 8. During this time, the teacher will receive appropriate training in District programs, and will have time to become adequately prepared for the new school year.

CONTRACT MUST BE SIGNED & RETURNED TO THE SUPERINTENDENT'S OFFICE BY WEDNESDAY MARCH 9, 2022

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 3 day of March 2022

Witness: Kim Kuater

Print Name: Cory Weeks

Sign here: [Signature]
Teacher

TEACHER'S CONTRACT

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

Adam Heagley

March 1, 2022

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 \$ 47332 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 8/8/2022 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.

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 between the date signed and approved by the School Board through June 30 for the ensuing year, damages shall be assessed at \$1,000.00. For breaking a contract July 1 through July 31, damages shall be assessed at \$2,000.00 and breaking of contract August 1 and for the duration of the first semester, damages shall be assessed at \$3,000.00. Damages will be assessed at \$1,500.00 for breaking of a contract anytime during the 2nd semester. 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.

BS
Hired 2022-2023 W/BS and 0 years of teaching experience;

Agreeing to this contract includes the following: Teachers new to the District are expected to work an additional 5 days beginning August 8. During this time, the teacher will receive appropriate training in District programs, and will have time to become adequately prepared for the new school year.

*****CONTRACT MUST BE SIGNED & RETURNED TO THE SUPERINTENDENT'S OFFICE BY WEDNESDAY MARCH 9, 2022*****

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

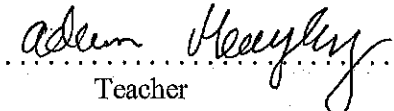
TO THE BOARD OF EDUCATION OF THE HURON SCHOOL DISTRICT NO. 2-2
CITY OF HURON, BEADLE COUNTY, SOUTH DAKOTA

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 5th day of March, 2022

Witness: 

Print Name: ADAM HEAGLEY

Sign here: 
Teacher

From: "Vetter, Lakien" <Lakien.Vetter@k12.sd.us>

Date: Tuesday, March 1, 2022 at 8:42 AM

To: Mike Radke <Mike.Radke@k12.sd.us>

Subject: Leave Notice

I would like to start off by saying thank you for granting me the opportunity to work here at Huron High School. I have never felt so welcomed by a new workplace. Lacey and Kristin both went above and beyond to help me learn the in's and out's of this position. That being said, I have decided to move back to my hometown in North Dakota to launch my new business and be closer to my family as I feel that making that move would be best for my future plans. My last day at the high school will be May 19th (unless there are snow days to be made up, in which case I would be more than happy to stay to cover those as well.)

Thanks,
Lakien

From: "Spanton, Tyler" <Tyler.Spanton@k12.sd.us>

Date: Thursday, March 3, 2022 at 8:30 AM

To: Mike Radke <Mike.Radke@k12.sd.us>

Subject: Letter of Resign

Mr. Radke,

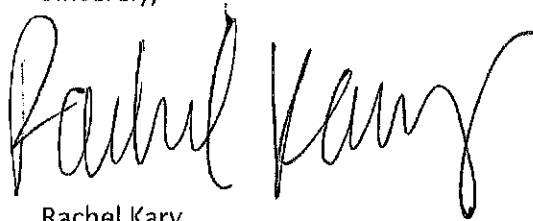
I would like to thank Huron School District for giving me the opportunity to start my career in the field that I love. Other than substitute teaching, Huron was my first home to a professional teaching career. For that, I am forever grateful. I am accepting a job closer to home, family, and friends. Here, I plan to start a family of my own. I hereby give my notice to resign the nineteenth day of May, 2022.

Thank you,
Tyler Spanton

Dear Mr. Radke,

Please accept this letter of resignation as the National Honor Society Advisor at the end of the 2021-2022 school year. Thank you so much for the opportunity to work with these wonderful high school students in this capacity over the last three years. Please know I will, of course, be available to help with any training and transitioning. Thank you again!

Sincerely,

A handwritten signature in black ink that reads "Rachel Kary". The signature is written in a cursive style with a large, looping initial "R" and a long, sweeping tail on the "y".

Rachel Kary

Dear Mrs. Konechne,

Please accept this as my formal resignation from the Huron School District 2-2 as a Title I/ELA teacher effective the last of the 2021-2022 school year (May 20, 2022).

I really appreciate all the great opportunities that I have been provided with during the past year. I will be taking time away from teaching to avoid having to put my mother in assisted living or a nursing home. Thank you for a great year.

Sincerely,

Carol Eckmann

Carol Eckmann

From: Britzman, Carson <Carson.Britzman@k12.sd.us>
Sent: Monday, March 7, 2022 2:25 PM
To: Rotert, Terry <Terry.Rotert@k12.sd.us>
Subject: 9th Football Resignation

Hello,

I will be resigning from the 9th grade football coaching position.

Thank you,

Carson Britzman
7th Grade Geography
Huron Middle School
9th Grade Football Coach/7th Grade Basketball Coach

CONFIDENTIALITY NOTICE: This e-mail and any attachments may be privileged and confidential and protected from disclosure. If the reader of this message is not the intended recipient, or an employee or agent responsible for delivering this message to the intended recipient, you are hereby notified that any disclosure, copying, distribution or use of this e-mail and any attachments is strictly prohibited. If you have received this e-mail in error, please notify us immediately by returning it to the sender and deleting it from your computer system. Thank you for your cooperation.



Linda J Pietz
Director of Curriculum,
Instruction & Assessment
Linda.Pietz@k12.sd.us

SCHOOL DISTRICT

INTENT TO APPLY FOR GRANT FUNDING

Any person or group applying for grant funds is expected to complete this form prior to submitting any grants or requesting funds that will impact the Huron School District.

Date: March 9, 2022 Contact Person: Callee Bauman Wachter

Group Applying: Huron Destination Imagination

Name of Grant/Award: United Way Heartland Region Grant 2023

Name of Funder: Heartland United Way Contact Person Jen Bragg

Amount to be Requested: \$1000 Funder's Submission Due Date: May 10, 2022

Project Focus: Destination Imagination is a creative problem-solving program open to all K-12 students in the Huron School District. Teams solve challenges in STEAM (Science, Technology, Engineering, Arts, Math or a Project-Based Community Outreach Challenge. (idodi.org)

How awarded amount received? Full amount up front Reimbursement

Are any follow up reports required? Yes No If yes, when are they due? _____

Is any District funding, resource, or in-kind commitment required now or in the future? Yes No

If yes, please list by dollar amount and/or in-kind service/support. Please be specific.

Please note:

- o Each school/individual will be responsible for submitting and following through on the grant application process unless other arrangements have been made.
- o A copy of the completed grant application must be available upon request.
- o The person or group applying will need to submit the following documentation to the business offices:
 - o If and when the grant is awarded, a copy of the award letter.
 - o If any follow-up reports are required, a copy of the report.

A copy of this request with signatures will be returned to the contact person above when the application is reviewed, allowing the application to proceed.

Signature: [Signature] 3-9-22
Building/Department Administrator Date

Signature: [Signature] 3-9-22
Linda J Pietz, Director of Curriculum, Instruction & Assessment Date

Signature: [Signature] 3-9-22
Kelly Christopherson, Business Manager Date

Presented to School Board: _____



Linda J Pietz
Director of Curriculum,
Instruction & Assessment
Linda.Pietz@k12.sd.us

SCHOOL DISTRICT

INTENT TO APPLY FOR GRANT FUNDING

Any person or group applying for grant funds is expected to complete this form prior to submitting any grants or requesting funds that will impact the Huron School District.

Date: March 9, 2022 Contact Person: Callee Bauman Wachter

Group Applying: Huron Destination Imagination

Name of Grant/Award: Walmart Community Grant

Name of Funder: Walmart Contact Person walmart.org

Amount to be Requested: \$1000 Funder's Submission Due Date: April 1, 2022

Project Focus: Destination Imagination is a creative problem-solving program open to all K-12 students in the Huron School District. Teams solve challenges in STEAM (Science, Technology, Engineering, Arts, Math or a Project-Based Community Outreach Challenge. (idodi.org)

How awarded amount received? Full amount up front Reimbursement

Are any follow up reports required? Yes No If yes, when are they due? _____

Is any District funding, resource, or in-kind commitment required now or in the future? Yes No

If yes, please list by dollar amount and/or in-kind service/support. Please be specific.
Please note:

- o Each school/individual will be responsible for submitting and following through on the grant application process unless other arrangements have been made.
- o A copy of the completed grant application must be available upon request.
- o The person or group applying will need to submit the following documentation to the business offices:
 - o If and when the grant is awarded, a copy of the award letter.
 - o If any follow-up reports are required, a copy of the report.

A copy of this request with signatures will be returned to the contact person above when the application is reviewed, allowing the application to proceed.

Signature: *Kraig Attyg* 3-9-22
Building/Department Administrator Date

Signature: *Linda J Pietz* 3-9-22
Linda J Pietz, Director of Curriculum, Instruction & Assessment Date

Signature: *Kelly Christopherson* 3-9-22
Kelly Christopherson, Business Manager Date

Presented to School Board: _____



Linda J Pietz
Director of Curriculum,
Instruction & Assessment
Linda.Pietz@k12.sd.us

SCHOOL DISTRICT

INTENT TO APPLY FOR GRANT FUNDING

Any person or group applying for grant funds is expected to complete this form prior to submitting any grants or requesting funds that will impact the Huron School District.

Date: 3-8-2022 Contact Person: RANAE PUTERBAUGH

Group Applying: HURON HIGH SCHOOL POST PROM.

Name of Grant/Award: HURON COMMUNITY FOUNDATION GRANT

Name of Funder: HCF Contact Person STEVE GOHN

Amount to be Requested: \$ 2000.00 Funder's Submission Due Date: 3-15-2022

Project Focus: TO PROVIDE A SAFE AND DRUG-FREE EVENT FOR YOUTH AFTER PROM.

How awarded amount received? Full amount up front Reimbursement

Are any follow up reports required? Yes No If yes, when are they due? UPON COMPLETION OF PROGRAM

Is any District funding, resource, or in-kind commitment required now or in the future? Yes No

If yes, please list by dollar amount and/or in-kind service/support. Please be specific.

Please note:

- o Each school/individual will be responsible for submitting and following through on the grant application process unless other arrangements have been made.
- o A copy of the completed grant application must be available upon request.
- o The person or group applying will need to submit the following documentation to the business offices:
 - o If and when the grant is awarded, a copy of the award letter.
 - o If any follow-up reports are required, a copy of the report.

A copy of this request with signatures will be returned to the contact person above when the application is reviewed allowing the application to proceed.

Signature: Rodney Mittelstadt 3-9-22
Building Department Administrator Date

Signature: Linda J Pietz 3-9-22
Linda J Pietz, Director of Curriculum, Instruction & Assessment Date

Signature: Kelly Christopherson 3-9-22
Kelly Christopherson, Business Manager Date

Presented to School Board: _____



Linda J Pietz
Director of Curriculum,
Instruction & Assessment
Linda.Pietz@k12.sd.us

SCHOOL DISTRICT

INTENT TO APPLY FOR GRANT FUNDING

Any person or group applying for grant funds is expected to complete this form prior to submitting any grants or requesting funds that will impact the Huron School District.

Date: 3-8-2022 Contact Person: RANAE PUTERBAUGH

Group Applying: HURON HIGH SCHOOL POST PROM

Name of Grant/Award: HURON YOUTH LEADERSHIP GRANT

Name of Funder: H4LC Contact Person JEN BRAGG

Amount to be Requested: \$500.00 Funder's Submission Due Date: 3-14-2022

Project Focus: TO PROVIDE A SAFE AND DRUG-FREE EVENT FOR YOUTH AFTER PROM

How awarded amount received? Full amount up front Reimbursement

Are any follow up reports required? Yes No If yes, when are they due? _____

Is any District funding, resource, or in-kind commitment required now or in the future? Yes No

If yes, please list by dollar amount and/or in-kind service/support. Please be specific.

Please note:

- o Each school/individual will be responsible for submitting and following through on the grant application process unless other arrangements have been made.
- o A copy of the completed grant application must be available upon request.
- o The person or group applying will need to submit the following documentation to the business offices:
 - o If and when the grant is awarded, a copy of the award letter.
 - o If any follow-up reports are required, a copy of the report.

A copy of this request with signatures will be returned to the contact person above when the application is reviewed allowing the application to proceed.

Signature: Rodney Mittelstedt 3-9-22
Building/Department Administrator Date

Signature: Linda J Pietz 3-9-22
Linda J Pietz, Director of Curriculum, Instruction & Assessment Date

Signature: Kelly Christopherson 3-9-22
Kelly Christopherson, Business Manager Date

Presented to School Board: _____



SCHOOL DISTRICT
Business Office

Kelly Christopherson
Business Manager
150 5th St. SW
Huron, SD 57350
P: (605) 353-6995
F: (605) 353-6994
kelly.christopherson@k12.sd.us

Date: March 9, 2022

To: School Board Members
Dr. Kraig Steinhoff, Superintendent

From: Kelly Christopherson *KC*

RE: Promethean Boards Bid

We opened bids for 160 Promethean Boards on March 9, 2022. One bid was received and it is attached. The bid was submitted by Connecting Point in the amount of \$314,594.50. These Promethean Boards will be paid for using the ESSER III grant.

I recommend accepting the bid for 160 Promethean Boards from Connecting Point. They expect to have them installed by August 15, 2022.



SOUTH DAKOTA | NORTH DAKOTA | MINNESOTA | WISCONSIN | IOWA

March 8, 2022

Huron Public School District
150 5th Street SW
Huron, SD 57350

Thank you for considering our proposal. Along with our quote we'd like to provide you some additional information to provide some clarity to our offerings along with a brief history of our experience and qualifications with projects and products of this scale.

Connecting Point has over a 43-year history of providing products and services specific to the education market. We understand the unique needs of education and how having the right product, with the right staff training can dramatically improve student learning. This focus and insight are what our clients have valued.

Specific to this RFP - Connecting Point has a long history of providing interactive classroom technology, starting with the early days of boards with projectors to today's LED flat panel technology. We have installed thousands of panels in hundreds of schools in just the past few years alone. **We have completed projects from a school district with a single building up to a district with 58 buildings and hundreds of panels.** We can provide references if needed. **We are also a Promethean Platinum Partner of which there are only 12 in the entire US.**

Part of our Success is due to having an experienced team leading the project. Below you will find the key people that would be assigned to your project along with a select team of installers. This team will focus on the smallest of details to make the project successful. All this staff is based out of our Watertown, SD offices.

Title	Name	Responsibilities
Project Manager	Ginger Selchert	
Account Manager	Liz Geary	
Services Manager	Richard Heier	
Service Coordinator	Michelle Ofarrel	

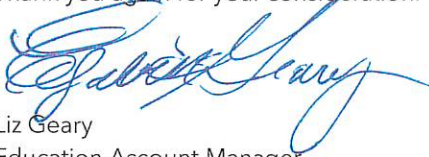
The team together will take care of the following Details.

- Monitor Shipping and work to expedite and time delivery properly for district
- Direct and coordinate Installation teams for completion by the start of the 2022 /2023 school year
- Register Panels with Promethean for warranty and assist in with panel management
- Track Serial Numbers and which Building | Room each panel was installed
- Facilitate any shipping damage with repairs or replace
- PRIOR TO INSTALL: Conduct Site Surveys in person to review and document proper height and mounting location by room.
- Handle all services issues locally out of our Watertown, SD Offices (During Installation and ongoing) This includes onsite troubleshooting and panel replacements.

While we handle other products such as the Microsoft Hub. I'd like to close out with why we bid Promethean over other brands of panels. We chose Promethean as our product for K-12 education for the following reasons:

- Promethean is focused on K-12 Education for their solution
- High Quality with minimal service issues
- The Promethean ActivPanels can run all Microsoft and Google applications independent of a teacher device and can have applications available through the Google Play Store installed as well, such as YouTube. They are low maintenance; updatable through firmware updates that can be completed remotely through Promethean's free panel management console; capable of device mirroring; and can have 39 student devices connected to them simultaneously. They do all of this as an independent device. The panels are the workhorses in the classroom.

Thank you again for your consideration.



Liz Geary
Education Account Manager
Connecting Point
egeary@connectingpoint.biz
605.651.9314

**Huron School District 2-2
Promethean ActivPanel Boards or Equivalent
Bid Specifications and Bid Form
March 9, 2022 – 9:00 a.m.**

This is a request for bids for the purchase of one-hundred sixty (160) Promethean ActivPanel Boards or Equivalent for the Huron School District. Minimum specifications to be as follows, with any and all deviations to be noted by specification number and attached to the bid. Enclosing a brochure will not satisfy this requirement. The Huron School District reserves the right to reject any or all bids and make a decision based on the best interests of the district.

**One-Hundred Sixty (160) Promethean ActivPanel Boards
or Equivalent as Follows:**

- 1. Promethean ActivPanel 65In V7E Nickel - ActivPanel 65" V7 Enhanced Nickel - 1 x Pen, USB and USB C port, Vesa Mount & cable pack included. ActivInspire Professional Edition included. 5yr warranty, 2GB/Ram – 16GB of Storage. Detailed specifications attached – 5 pages. Statements on this bid form take precedence over any statements in the attached 5 pages.**
- 2. Shipping, Delivery, and Installation – All shipping costs, delivery costs, staging area costs, and installation costs should be included in the price bid. The Huron School District does not have space to accept delivery of 160 units at one time; other arrangements will need to be made.**
- 3. Warranty - Five-year on-site parts and labor warranty, minimum.**
- 4. Bid Surety - Each bid must be accompanied by a certified check, cashier's check or draft, in an amount equal to five percent (5%) of the bid, or in lieu thereof a bid bond for ten percent (10%) of the amount of the bid and payable to the Huron School District as a guarantee that such bidder will enter into a contract with the District to deliver and install the equipment bid.**

Price bid to include delivery and installation.

All material is guaranteed to be as specified and the above work to be performed in and completed in a professional manner.

Expected Project Completion date if order placed on March 15, 2022 8/15/22

TOTAL PRICE WITH DELIVERY AND INSTALLATION INCLUDED

\$ 314,594.50

Company providing bid:

Name: Connecting Point

Address: 504 Jenson Ave. S/ Watertown, SD 57201

Phone: 605-882-1555 Fax: 605-882-2574

Contact person: Bryan Waege

Signature: 

Return bid by 9:00 a.m. on March 9, 2022 to the Huron School District Business Office located at 150 5th Street SW, PO Box 949, Huron, SD 57350. Enclose bid in a sealed envelope marked "Promethean ActivPanel Boards or Equivalent Bid".

Solution Proposal

45047



45047 .07

504 Jenson Ave SE Watertown, SD 57201 P: 605.882.1555
 3710 S Kiwanis Ave. Sioux Falls, SD 57105 P: 605.361.8881
 1680 East Capitol Ave Suite B Bismarck, ND 58501 P: 701.258.6689
 114 Main St. N Ste. 202F Hutchinson, MN 55350 P: 320.582.0234
 2611 N 42nd St. Grand Forks, ND 58203

Huron School District ActivPanel Quote- The RFP

April 12, 2021

Bill To:
 Huron School District 02-2
 Roger Ahlers
 PO BOX 949
 HURON, SD 57350

Phone:
 (605) 353-7800 x8842

Ship To:
 Huron School District 02-2
 Roger Ahlers
 150 - 5TH ST SW
 Huron, SD 57350

Email: Roger.Ahlers@k12.sd.us

Salesperson: Elizabeth Geary

	Description	Price Each	Qty	Ext Price
Panels				\$269,915.00
1	ACTIVPANEL 65IN V7E NICKEL ActivPanel 65" V7 Enhanced Nickel - 1 x Pen, USB and USB C port, Vesa Mount & cable pack included. ActivInspire Professional Edition available FOC. 3yr standard warranty. 2GB/Ram – 16GB of Storage. Android device not included.	\$1,440.00	160	\$230,400.00 ☒
2	ACTIVPANEL-U (MEDIUM) 5 YEAR ActivPanel Medium (for Nickel IFPs up to 80") - Extension, On Site Support, 5 years <i>Optional; Extends Warranty from 3 years to 5 years</i>	\$65.00	160	\$10,400.00 ☒
3	PROFESSIONAL DEVELOPMENT-TRNG Promethean Consultant to do Onsite Face to Face Training – Full Day-6 hours- All staff <i>Promethean and Connecting Point are providing one full day of training with Promethean Education Consultant free of charge.</i>		1	\$0.00 ☒
4	SHIPPING AND DELIVERY Estimated Freight. This could change at any time *If Promethean product arrives with damage to the boxes please refuse. If a product issue is detected after the customer accepts the delivery and wasn't documented on delivery notice, the customer must notify Promethean in writing within 3 (three) business days after the date of delivery. <i>Liftgate and inside delivery to five locations: Buchanan K-1 Center: 27; Madison 2-3 Center: 29; Washington 4-5 Center: 23; Huron Middle School: 37; Huron High School: 40 + Colony Schools 4 panels shipping to the high school per Roger and Liz's conversation for a total off 44 to the high school</i>	\$29,115.00	1	\$29,115.00 ☒
Free Spare Panel				\$0.00
5	ACTIVPANEL 65IN V7E NICKEL ActivPanel 65" V7 Enhanced Nickel - 1 x Pen, USB and USB C port, Vesa Mount & cable pack included. ActivInspire Professional Edition available FOC. 3yr standard warranty. 2GB/Ram – 16GB of Storage. Android device not included. <i>Spare 65" Nickel Promethean ActivPanel and Demo Mobile Stand -Enables teacher to continue teaching for rare occurrence of panel failure. -Also Mobile Stand for easy temporary usage in a classroom and return to storage when not needed.</i>	\$0.00	1	\$0.00 ☒

	Description	Price Each	Qty	Ext Price
6	FIXED HEIGHT MOBILE STAND Fixed Height Mobile Stand <i>Spare 65" Nickel Promethean ActivPanel and Demo Mobile Stand -Enables teacher to continue teaching for rare occurrence of panel failure. -Also Mobile Stand for easy temporary usage in a classroom and return to storage when not needed.</i>	\$0.00	1	\$0.00 <input checked="" type="checkbox"/>
Installation				\$44,679.50
7	INSTALLATION ACTIVPANEL Standard Promethean ActivPanel Installation - Standard Wall Mount. 75" or smaller. Update panel firmware to the latest version and verify device is functioning properly. Installation includes all mounting hardware, including all fasteners to complete a wall mount installation. Connecting Point will document the building name, room number and serial number of each installed panel and will provide this list to the customer in a CSV or Excel format. Install/Activate Google Services will require all panels to be registered under the customers Promethean panel management account. If requested and granted access to the customers Promethean panel management portal, Connecting Point will register all panels and activate the Google Play app. PACKING MATERIAL REMOVAL During the install of the Promethean panels Connecting Point will remove the cardboard boxes and packaging materials from the individual rooms and take to a location at each school building that has been designated for the collection of this material. Connecting Point will not be providing any dumpsters for garbage or cardboard recycling as part of the installation price. CUSTOMER RESPONSIBILITIES To help keep costs down to the district, we have priced our install based on the following: Product will need to be inside classrooms to be installed at the time of installation - unless addressed at additional cost. Any extra Cables or Panduit will be charged extra on an as needed basis. <i>Additional parts and labor such as cables, mounting hardware, panduit or any other parts required for install are not included on this quote. We will need you to complete a site survey before ordering to estimate for these parts. We will also need pictures of the room as well. When we receive a site survey form completed we will determine install parts required for each room and resend you your final quote to include install parts.</i>	\$225.00	160	\$36,000.00 <input checked="" type="checkbox"/>
8	HOTEL AND OR PER DIEM CHARGES <i>4 Techs, 10 Nights</i>	\$6,400.00	1	\$6,400.00 <input checked="" type="checkbox"/>
9	STAFF TRAVEL CHARGES Tech Staff Travel Time to and from the job site based on hours.(Billed at a reduced hourly rate). Hotel and per diem not included <i>4 techs, 10 working days and two round trips: This is for 2 vehicles</i>	\$60.00	24	\$1,440.00 <input checked="" type="checkbox"/>
10	MILEAGE CHARGES <i>4 techs, 10 working days and two round trips: This is for 2 vehicles</i>	\$1.15	730	\$839.50 <input checked="" type="checkbox"/>
Items				\$0.00
11	STAFF LAUNCH SUPPORT Onsite at Huron School District for up to two days during start of school with the new panels. (To be determined between CP and Huron School District) To resolve launch issues without burdening Huron School District Staff	\$0.00	1	\$0.00 <input checked="" type="checkbox"/>

Payment Terms:

Payment terms are established at the time of the order. We accept cash or check along with credit card, but our company policy is to limit credit card payment acceptance to \$4,000.00 or less per account per month. We also offer leasing and other options to manage your purchase. Account setup time can take 1-2 business days to review and approve.

Subtotal \$314,594.50

Tax \$0.00

Return Policy:

Unopened items can be returned 15 days from date of delivery without restock fees. Items that have been opened will have a 15% restock fee and can be returned up to 30 days from date of purchase. There are no returns for SPECIAL ORDER, CUSTOM CONFIGURATIONS or Items that are older than 30 days from date of purchase.

Total \$314,594.50

Quoted by: 

Accepted by: _____

Classified Employee of the Month

Name	Joe Skorheim
Position	Para-Educator ~ Madison 2/3 Center
Date	March 14, 2022

The staff of the Madison 2-3 Center would like to nominate Joe Skorheim, for the Classified Employee of the month. Joe is a very hard worker and a team player. Below are some of the things Joe's co-workers wrote about him:

- Joe goes above and beyond to make connections with everyone he crosses paths with.
- The students love being greeted by the friendly smile of "Officer Teddy Bear" each morning.
- Joe loves the work he does and it is evident.
- The kids all love working with Joe, he is always happy and makes you smile or laugh.
- Joe works hard to connect with the students and makes learning a fun experience.
- The students trust, admire and respect Joe.
- Joe goes above and beyond wherever he is in the school! He is a smiling face that welcomes the students every morning, he is excellent in the classroom, and is always willing to help out.
- Joe is a great team player.
- We are so fortunate to have someone as special as Joe working at Madison, he is just an outstanding guy!

We all enjoy Joe and we are extremely grateful to have him with us at the Madison 2-3 Center. "Thank you" Joe!

Madison 2-3 Center Staff

CTE Advisory Board



CTE

Guide

Updated February 2022

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INTRODUCTION

Vision

Respect - Pride - Excellence For All

Mission

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

Advise

The advisory board assesses specific areas of the CTE programs, and makes suggestions and recommendations for improvement, such as curriculum modifications, updates to facilities/budget/student competencies, purchase of new materials and equipment, or adoption of a new safety policy.

Assist

The advisory board helps the instructor(s) and/or administrator carry out specific activities. These activities could include judging competitive skill events, setting up a scholarship program or working to identify and arrange meaningful work-based learning experiences for students in the program.

Advocate

The advisory board promotes the CTE program throughout the community and strives to improve the relationships between CTE educators, business/industry partners, and/or the community. Promotion or marketing could include talking to legislators, speaking for career and technical education at board meetings, writing articles for local newspapers or obtaining media coverage for special events.

A Letter from the Superintendent



Kraig Steinhoff Ed.D

Superintendent

150 5th St. SW

Huron, SD 57350

P: (605) 353-6990

C: (701) 210-2325

kraig.steinhoff@k12.sd.us

Dear CTE Advisory Board Members,

Thank you so much for being committed to Career and Technical Education (CTE). Your visualization of continuous improvement for our CTE programs creates a roadmap for the future of our programs while balancing the workforce needs and aspirations of our students. Your efforts to advise, assist and advocate enhance our programming and help to maintain strong community partnership and support for CTE.

Together, we strengthen and support District #2-2's Vision of Respect, Pride, and Excellence for All. The goal of the South Dakota Department of Education is for all students to graduate college, career, and life ready. Please don't underestimate your potential to make a difference in the future of our kids. We need your passion, ideas, and collaboration to provide students with the academic and technical skills, training, and knowledge to succeed in future careers and to become lifelong learners.

I am passionate about CTE and am proud of my roots as a CTE teacher, administrator, and advocate. Don't hesitate to contact me with concepts, questions, or needs to support Huron's Career and Technical Education programs.

Sincerely,



Kraig Steinhoff
Superintendent of Schools

Legal Citation

As a school district that operates a CTE program approved through the Division of Career and Technical Education within the SD Department of Education, we are required by federal Perkins legislation to establish and implement a CTE Program Advisory Board. The Advisory Board is required to meet a minimum of two times per school year.

DRAFT

COURSES

Middle School

Family and Consumer Science
Project Lead the Way – Design & Modeling
Project Lead the Way – Flight and Space
Project Lead the Way – Medical Detectives

High School

Introduction to Building Trades
Residential Construction
Project Lead the Way – Principles of Biomedical Science
Project Lead the Way – Human Body Systems
Foundations of Technology
Accounting I
Accounting II
Intro to A/V Technology
Intro to Business
Intro to Networking
Animal Science
Horticulture
Companion Animal
Welding I, II, III, IV
Auto I – Introduction
Auto II – Electronics
Auto III – Brakes
Auto IV – Engines
Fundamental Food Concepts
Culinary Arts I & II
Human Development: Prenatal – Toddler
Human Development: Preschool – School Age
Fashion Design
Interior Design

RESPONSIBILITIES OF AN ADVISORY BOARD MEMBER

Purpose / Function

Huron School District's CTE Advisory Board members are integral partners in the success of our CTE program. The Advisory Board, comprised of individuals whose experience and abilities represent a cross section of occupational areas, is vital in assisting educators in establishing, operating, and evaluating the CTE program, discussing employment trends and issues, and looking at future needs.

Membership Structure

Advisory board members may include:

- Business/industry/labor member with expertise in the CTE program or program of study
 - CTE Teacher of the CTE program or program of study
 - School Counselor
 - School Administrators
 - Postsecondary Institution Representative
 - District Representative for Special Populations
 - Parent
 - Student

Terms of Service

Appointment of members will be for a one, two, or three-year term.

Orientation of Members

Orientation, provided by the department head or other faculty member, should include but is not limited to:

- Review of the Advisory Board Guide
 - Tour of facilities
 - Program overview
- Introduction to other instructors, possibly current students

Specific Member Activities

Product:

- Identify & verify job tasks
- Provide tours – field trips to industry
- Provide training opportunities for students
 - Job shadowing and/or intern opportunities
- Mentoring experience for students

Recruitment & Retention:

- Identify community resources
- Assist in recruiting potential instructors
- Provide training opportunities for instructors
- Mentoring experience for instructors

Providing Classrooms & Labs Conducive to Learning:

- Guidance on equipment purchases
- Provide tours – field trips to industry
- Donation of instructional equipment
- Donation of educational supplies
- Communication with legislators regarding Career and Technical Education needs
- Participate in and promote school events

Benefits

Serving as a CTE Advisory Board Member has many benefits. These include:

- Directly impact skills of future employees
- Networking opportunities
- Input in program curriculum
- Assure that CTE programs are up-to-date and technologically current
- Recommend and/or provide classroom speakers from business and industry
- Provide tours and field trip experiences
- Assist in developing competitive skills events
- Sponsor and recognize student organization activities and leadership events

RESPONSIBILITIES OF THE DEPARTMENT HEAD – SUMMARY

Before Meetings

Expect continued communication with the department head throughout your tenure as a board member. You should know six to eight weeks prior when the advisory board meeting is scheduled. Two weeks prior to the meetings, all materials should be sent to all board members and applicable persons attending the meeting.

The following is a list of suggested topics for each of the two required advisory meetings. This is by no means exhaustive and represents topics pertinent to the timing of the academic year.

Fall Meeting (Late September/October)

Advisory Board “Check-In”
CTE updates
What’s happening this school year
Updated Program Data
Work Force Development Opportunities
Curriculum review (if applicable)

Spring Meeting (March/April)

Advisory Board “Check-In”
CTE updates
Updated Program Data
Marketing
Job Fairs/openings

After Meetings

The CTE Advisory Board Chairperson and the department head should communicate within one week after the meeting to review the events of the meeting, review a draft of the minutes, and address the recommendations of the advisory board.

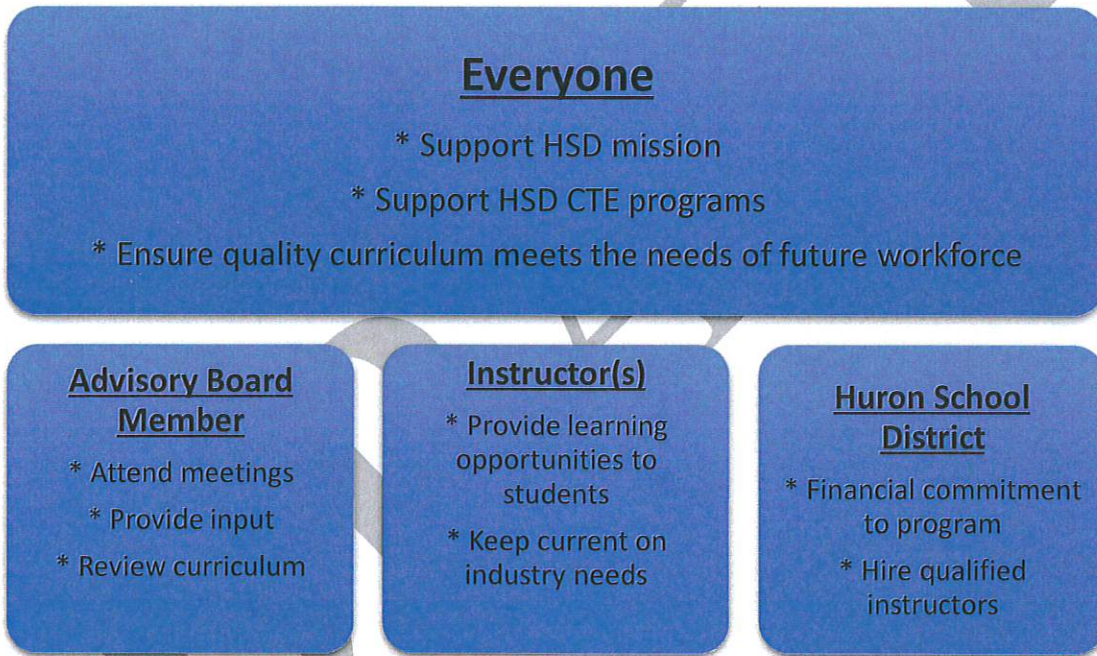
Within two weeks of the meeting, minutes of the advisory board should be typed and emailed to all committee members, including those unable to attend.

RESPONSIBILITIES OF THE HURON SCHOOL DISTRICT

The Huron School District CTE program shall utilize program advisory committees. The purpose of these committees is to invite input from business and industry in order to improve career and technical education offered by the district. While Huron School District welcomes input from the advisory board, Huron School District is final governing authority. Huron School District is responsible for:

- Financial commitment to the program
- Hiring qualified faculty and staff
- Administration of school policies
- Overall program support

SHARED RESPONSIBILITY



CONFIDENTIALITY / PROFESSIONALISM

Each member of the Advisory Board is expected to act in a professional manner, as well as with honesty, integrity, accountability, and a commitment of excellence. Everyone is expected to conduct Huron School District business activities in accordance with the Huron School District vision and mission, exercising sound judgment to support and serve the best interests of Huron School District and the public.

Information and discussions shared at advisory meetings are considered confidential until board minutes are approved.

APPENDIX

SAMPLE FALL AGENDA



**ADVISORY BOARD FALL MEETING
AGENDA**

Program: _____
Date: _____ **Time:** _____ **Location:** _____

	Name	Professional Title	Affiliation/Agency
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			

Agenda Items	Presenter
1 Introductions & Welcome	
2 Advisory Board "Check-In"	
3 HSD CTE Updates / Happenings	
4 Program Data: Enrollment, Equipment, Supplies	
5 Work Force Development Opportunities	

Next Meeting Date: _____

SAMPLE SPRING AGENDA



**ADVISORY BOARD SPRING MEETING
AGENDA**

Program: _____

Date: _____

Time: _____

Location: _____

	Name	Professional Title	Affiliation/Agency
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			

Agenda Items	Presenter
1 Introductions & Welcome	
2 Advisory Board "Check-In"	
3 HSD CTE Updates / Happenings	
4 Program Data: Enrollment, Equipment, Supplies	
5 Work Force Development Opportunities	

Next Meeting Date: _____



Huron School District #2-2

Policies and Regulations

Code: GCB -1
Professional Staff Contracts and
Compensation Plans/
Administration

PROFESSIONAL STAFF CONTRACTS AND COMPENSATION PLANS/ADMINISTRATION

A. Contract Period and Vacation Time:

All administrative contracts will be from July 1 to June 30 of the following year.

B. The following administrators will serve on a 260-day contract:

1. Superintendent

2. Business Manager

3. All Principals and Assistant Principals hired after July 1, 2018

3. High School Principal

4. High School Assistant Principal

5. Middle School Principal

6. Directors including, but not limited to the following responsibilities:

- a. Accreditation
- b. Activities Director
- c. Alternative Education
- d. Arena Manager
- e. Assessment
- f. Buildings and Grounds
- g. Career and Technical Education
- h. Curriculum and Instruction
- i. English Second Language Programs
- j. Federal Programs
- k. Food and Nutrition
- l. Juvenile Detention Center Education
- m. Our Home Educational Programs
- n. Special Education Services
- o. Technology
- p. Transportation

2. Administrators will participate in the activity supervision schedule and will earn the same short-term leave provisions as the teachers.

3. Vacation period for those administrators hired on a 260-day contract before July 1, 2008 is as follows:

1. 1 through 17 years ... 20 days of vacation
2. 18 through 25 years ... 22 days of vacation
3. Over 25 years ... 25 days of vacation

NOTE

The vacation periods for those administrators hired on a 260-day contract before July 1, 2008 were as follows:

1. 1 through 5 years ...15 days of vacation
2. 6 through 10 years ...18 days of vacation
3. 11 through 17 years ...20 days of vacation
4. 18 through 25 years ...22 days of vacation
5. Over 25 years ...25 days of vacation

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Vacation period for those administrators hired on a 260-day contract after July 1, 2008 is 20 days.

4. The following provisions will govern contract period and vacation time for those persons employed on a 260-Day contract:
 - a. The effective date for the positions listed above will be July 1 of any given year.
 - b. All vacation dates will be determined after consultation with the superintendent. The time of the year the vacation will be taken will depend upon the best interests of the school and the person involved. Vacation must be taken prior to July 1 of the following year. Provisions will be made to keep a written record of vacation time.
 - c. Vacation days for administrators hired after July 1 will be pro-rated as per Section B.
 - d. In the event that employment is terminated at the time called for on the contract, the employee will remain on the job until July 1 and all accrued vacation will be granted after July 1 and paid for at the existing rate of pay.

5. Elementary Principals and the Middle School Assistant Principal hired before July 1, 2018 may serve on a 210-work day contract:
 - a. 181 days will directly match the teacher contract days.
 - b. The remaining 29 days will be assigned/approved by the superintendent.
 - c. The principals are “under contract” from July 1 to June 30 of the following year.
 - d. Elementary Principals will participate in the activity supervision schedule and will earn the same short-term leave provisions as the teachers.
 - e. There are neither vacation days nor paid holidays in a 210-work day contract.
 - f. All non-work dates will be determined after consultation with the superintendent. The time of the year the non-working days will be taken will depend upon the best interests of the school and the person involved. Provisions will be made to keep a written record of work days each year.
 - g. The elementary offices will be open three weeks prior to the opening of school and one week after the closing of school.