



BRANDON VALLEY SCHOOL DISTRICT #49-2
Brandon Valley High School - Community Room

July 16, 2018

Annual Budget Hearing – 6:00 P.M.

Annual Organizational Board Meeting – 6:30 P.M.

ANNUAL ORGANIZATIONAL MEETING AGENDA

I. OPENING OF MEETING-Chairperson Ullom

A. Call to Order

B. Pledge of Allegiance

C. Roll Call

Ullom _____ Ode _____ Klumper _____ Saxer _____ Schroeder _____

D. Welcome to Visitors, Guests and Media

E. Swearing In and Oath of Office - Paul Lundberg

F. Election of Board Officers - Superintendent Larson presiding

1. President

2. Vice-President

G. Approval of Agenda - President

H. [Approve Certificate of Recount](#)

I. Conflict of Interest Disclosure - Waiver Request

1. [Waiver Request - Dan Klumper](#)

J. Adoption of Regular Procedures for 2018-2019 Board of Education Meetings (Consent Approval)

1. Dates and times of Meetings [2018-2019 Board Meeting Dates](#)

6:30 p.m. on the second and fourth Monday of each month except July and December when there is only one meeting held on the second Monday of the month. Note the following exceptions due to holidays on the Monday dates: Tuesdays - November 13, 2018, April 23, 2019 and May 28, 2019

2. Meeting Place

Brandon Valley High School Community Room

3. Order of Roll Call

Motion, second and alternating

4. Name Official Newspaper

Brandon Valley Challenger -- for a period of 36 days (Effective until August 5, 2018)

Brandon Valley Journal -- Brandon Valley Media Group, LLC, effective on August 6, 2018

5. Name Official Depository

First National Bank

6. Name Board Committees

a. Alternative Education

Chairperson - Renee Ullom

Alternate - Ellie Saxer

b. Buildings & Grounds

Chairperson - Gregg Ode

Member - Cary Schroeder

c. Child Nutrition & Wellness

Chairperson - Renee Ullom

Member - Dan Klumper

d. City Affairs & Legislation

Member - Ellie Saxer

Alternate - Dan Klumper

e. Personnel Welfare

Chairperson - Cary Schroeder

Member - Ellie Saxer

f. Student Activities, Curriculum & Technology

Chairperson - Dan Klumper

Member - Ellie Saxer

g. Transportation

Chairperson - Gregg Ode

Member - Renee Ullom

h. Safety

Chairperson - Gregg Ode
Member - Cary Schroeder

7. **Board Reimbursement Rate for 2018-2019 at \$60 per meeting**
8. **Authorize Business Manager to:**
 - a. Invest Temporary Excess Funds.
 - b. Make Temporary Inter-fund Transfers when necessary.
 - c. Make Debt Service Payments as due throughout the year.
9. **Approve Business Manager bond of \$300,000**
10. **Designate Business Manager as custodian for all accounts and administrator of trust and agency accounts.**
11. **Appointment of federal programs coordinators:**
 - a. Kyle Babb, Special Services Director, coordinator of Title I and Section 504, coordinator for Homeless Education
 - b. Ty Hentschel, Operations Manager, coordinator for ADA accessibility
 - c. Jarod Larson, Superintendent, coordinator for Title IX, school lunch agreement, and all other federal programs
12. **Acknowledge for the record the following annual notices:**
 - a. **Non-discrimination**
 - i. [General Statement](#)
 - ii. [Equal Educational Opportunities](#)
 - iii. [Section 504](#)
 - iv. [Grievance Procedure for BV Required by Title IX](#)
 - b. [Notification of Rights under FERPA for Elementary and Secondary Schools](#)
 - c. [Family Educational Rights and Privacy Act-Student Directory Information](#)
 - d. [Notification of Rights under the Protection of Pupil Rights Amendment \(PPRA\)](#)
 - e. [Instruction/Programs for Homeless Students](#)
 - f. [Asbestos Hazard Emergency Response Act](#)

II. APPROVAL OF MINUTES - President

- A. Regular Meetings** [June 11, 2018](#), [June 25, 2018](#)

III. FINANCIAL ITEMS - Business Manager Paul J. Lundberg

A. Bills and Claims

1. District Accounts

[Invoice Listing - July 2018](#)

Advanced Payments - July 2018-None

[Pay Vouchers - July 2018](#)

2. Child Nutrition

[Invoice Listing - Food Service- July 2018](#)

B. Financial Report

1. Monthly Cash Flow Statement - All Funds

[Cash Report - June 2018](#)

[Monthly Receipts - June 2018](#)

2. Investment Analysis

[Investments - June 30, 2018](#)

3. Expenditures & Revenue Reports

[Payroll & Benefits Summary - June 2018](#)

[Revenue Report - June 2018](#)

[Expense Report - June 2018](#)

[Food Service Department Financial Statement - June 2018](#)

4. Trust & Agency Report

[Trust and Agency Financial Statement - June 2018](#)

IV. COMMUNITY INPUT

(Persons wishing to speak at a meeting must contact the Superintendent prior to the meeting.)

V. GENERAL BUSINESS

A. ORAL REPORT

B. ADMINISTRATION REPORTS

1. Administrative Center - Supt. Larson, Business Mgr. Lundberg

a. [Superintendent's Report](#)

b. [2017-2018 Bullying/Harassment Report](#)

2. High School - Dr. Talcott, Mr. Schlekeway

3. Middle School - Mr. Thorson, Mr. Freking

4. Intermediate School - Mr. Skibsted

5. Special Services - Mr. Babb

6. Elementary Buildings - Ms. Foster, Mrs. Hofkamp, Mr. Horst, & Mrs. Palmer

7. Director of Instruction -Ms. Nelson

8. Operations Manager - Mr. Hentschel

a. Print Shop Report - None

b. [Transportation Report - June 2018](#)

9. Activities Director - Mr. Marso

C. BOARD POLICY

1. Discussion Items

a. [EJ](#)

2. Proposed (First Reading)

a. [EJ](#)

3. Adoption (Second Reading)

a. [BDDB-E](#)

b. [EEAA](#)

c. [EECAA](#)

- d. [EEAE](#)
- e. [EEAE-E-Removal of Policy](#)
- f. [EEBA](#)
- g. [JFBA-R\(3\)-Removal of Policy](#)
- h. [KBCAAA-R\(2\)-Removal of Policy](#)

D. GENERAL BUSINESS

(Consent/Approval)

1. [Approve Proposed 2018-2019 Budget and Tax Requests](#)
[2018-2019 Proposed Budget Detail](#)
2. [Approve Student Handbook 2018-2019](#)
3. [Set transportation fees for 2018-2019](#)
4. [Set school lunch/breakfast prices for 2018-2019](#)
5. Adopt tuition rate of \$5,565.00 per student for 2018-2019
6. [Approve 2018-2019 Mileage and Meal Reimbursement Rates](#)
7. Approve 2018-19 listing of employee salaries for publication in official newspaper
 - a. [Certified Staff](#)
 - b. [Classified Staff](#)
8. [Approve agreement between Brandon Valley School District and Brandon Valley Athletic Booster Club for operation and income details for the Video Board located in the BV High School Activities Center, effective July 1, 2018 to June 30, 2023, as presented](#)
9. [Approve agreement between Brandon Valley School District and Brandon Valley Booster Club for Activity Pass Share Agreement, BVSD will accept Booster Club payment in the amount of 50% of the adult activity pass fee, and will pay \\$5.00/student activity pass to the Booster Club during the membership sale, effective July 1, 2018 until either party gives a 30 day written notice, as presented](#)

E. PERSONNEL

(Consent/Approval)

1. [Approve recommendation to hire Denae Haiar, Middle School Girls Basketball Head Coach, \\$2,501.00 \(Extra-Curricular Step Base \\$38,483 X 6.5%\), effective the 2018-2019 school year](#)
2. [Approve recommendation to hire Layne Waltner, 7th Grade Girls Assistant Basketball Coach, \\$2,309.00 \(Step Base \\$38,483 X 6%\), effective the 2018-2019 school year](#)
3. [Approve recommendation to hire Penny Bennett, Concessions Manager, \\$10.00/hour plus 20% net proceeds at end of concessions season, effective the 2018-2019 school year](#)
4. [Approve recommendation to hire Rebecca Peterson, Robert Bennis Elementary Child Nutrition Services, part-time, \\$13.05/hour, effective August 22, 2018](#)
5. [Approve recommendation to hire Jeanna Rieff, High School Child Nutrition Services, part-time, \\$13.05/hour, effective August 22, 2018](#)
6. [Approve resignation from Brian Hardie, High School English and Theater Teacher, One Act Play Assistant Director, Fall Play Assistant Director, effective June 29, 2018, to include liquidate damages of \\$750.00](#)
7. [Approve recommendation to hire Heather Swenson, High School Educational Assistant-Edgenuity Program, full-time, \\$14.05/hour, effective August 22, 2018](#)
8. [Approve resignation of Sam Kruse, Middle School Smart Lab Facilitator, Middle School Yearbook Advisor, Middle School Play Assistant Director, effective July 5, 2018, to include liquidated damages of \\$1,000](#)
9. [Approve resignation of Taylor Delker, Brandon Elementary Early Childhood Speech Language Pathologist Assistant, effective July 26, 2018](#)
10. [Approve recommendation to hire Maggie Bryant, High School English Teacher, \\$45,691.00 \(MA Step 3\), effective the 2018-2019 school year](#)
11. [Approve recommendation to hire substitutes for the 2018-2019 school year](#)

Shayla Beck, Penny Bennett, Andia Blake, Duane Fiala, Donna Heronimus, Jed Huisman, Mandie Jordison, Kimberly Kelly, Jessica Knutson, Kama Kwiecinski, Teresa Matthies, Kathy Metzger, Rebecca Munsch, Sheri Rensch, Deb Rothenberger, Kayla Solinger, Tammy Veld, Heather Youtzy, Adam Zabih

(Information Only)

1. [Request for medical leave by Jodi Arneson, Transportation Secretary, on September 10, 2018 for approximately six weeks](#)

VI. COMMUNICATION

A. Central Office

1. [Building Permit Applications - June 2018](#)

B. Board of Education

1. [Thank you from Ann Beesley for recognition banquet and retirement gift](#)

VII. BOARD REPORTS

A. Formal Reports

1. **Transportation (Ode & Ullom)**
2. **Alternative Education (Ullom & Saxer)**
3. **Building & Grounds (Ode & Schroeder)**
4. **Student Activities, Curriculum & Technology (Klumper & Saxer)**
5. **City Affairs & Legislation (Saxer & Klumper)**
6. **Child Nutrition/Wellness Committee (Ullom & Klumper)**
7. **Personnel Welfare (Schroeder & Saxer)**
8. **Safety Committee (Ode & Schroeder)**

B. Information Reports

VIII. TRAVEL REPORTS

A. Reports

B. Other

IX. OTHER BUSINESS ITEMS

X. EXECUTIVE SESSION

ADJOURNMENT