

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, February 27, 2023
5:30 p.m.



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

March 1	Early Release
March 10	No School – Spring Break
March 13	Board of Education Meeting – 5:30 p.m. – IPC
March 17	No School – Spring Break
March 27	Board of Education Meeting – 5:30 p.m. – IPC
April 5	Early Release
April 7	No School – Holiday Break
April 10	No School - Vacation
April 11	School Board Election
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 recommends approval of the following:

 - a) **Approval and/or Corrections of Minutes of Previous Meeting**
 - b) **Approval and/or Corrections of the Financial Report**
 - c) **Consideration and Approval of the Bills**
 - d) **New Hires to the District**

Classified personnel and substitute teachers must be approved in order to be covered by our workmen's compensation plan.

 - 1) The following High School students will begin working at Madison 2-3 Center: Hser Da Say (10 gr), Day Lu Paw (10 gr), Sophia Klich (10 gr), Peyton Schock (11 gr) / Student-Teacher Assistants/\$13.74 per hour
 - 2) Rhonda DeJean/Event Clean Up Custodian/\$25 per hour
 - 3) Angie Kouf/Event Clean Up Custodian/\$25 per hour
 - 4) Heidi Evans/Event Clean Up Custodian/\$25 per hour
 - 5) Briana Wehrmann/Volunteer/District
 - 6) Mya Vanderwalt/Intern/Speech Language Pathologist/District
 - 7) Htoo Moo/Substitute Food Service/\$18.56 per hour
 - 8) Connie Kary/Concessions/Food Service/\$13.79 per hour & Substitute Food Service/\$18.56 per hour

- e) **Resignations for Board Approval**
 - 1) Heather Sieh/Counselor-Middle School/8 years (end of year)
 - 2) Courtney Frankenstein/Speech Language Pathologist-McKinley Learning Center/6 months
- f) **Contracts for Board Approval**
 - 1) Clayton Wahlstrom/Revised Contract – 7th Class Taught/\$65,678 per year
 - 2) Jordan Mullen/Revised Contract – 7th Class Taught/\$55,566 per year
 - 3) Maria Cecille Bendanillo/Special Education Teacher~High School/\$57,684 per year (2023-2024)
- g) **Request by Girl Scouts Dakota Horizons to use a school bus June 15, 2023 to transport approximately 30 camp attendees from Camp Woodland to Ravine Lake and back to Camp Woodland. The Girl Scouts will pay fuel costs of \$2.25 per mile plus \$35 per hour.**
- h) **Advertising Agreement Renewal – Huron Arena:**
Dakota Provisions – 2023
- i) **Intent to Apply for Grant Funding**

Group Applying	Destination Imagination
Contact Person	Callee Wachter
Name of Award	Walmart Community Grant
Name of Funder	Walmart
Amount to be Requested	\$2,000
Project Focus	Destination Imagination Program
- j) **Intent to Apply for Grant Funding**

Group Applying	Quiz Bowl
Contact Person	Lindsey Brewer
Name of Award	Huron Youth Leadership Council
Name of Funder	Student United Way
Amount to be Requested	\$500
Project Focus	Invest in Community Youth

(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. EXCHANGE OF NEGOTIATION PACKAGES

10. CELEBRATE SUCCESSES IN THE DISTRICT

Congratulations to:

- The following teams have earned the Academic Achievement Team Award
 - One Act Play
 - Gymnastics
 - Boys Wrestling
 - Girls Wrestling
 - Debate/IE
 - Girls Basketball
 - Boys Basketball
 - Girls and Boys Basketball Sideline Cheerleaders
- **Noah Beck for earning a Superior in the Class AA SDHSAA One-Act Play Festival held earlier this month in Sioux Falls.**

Thank You to:

- **March is Athletic Training Month**
- **March is Music in our School Month**
- **March 4th is Maintenance/Grounds Workers Day**
- the following businesses that donated to our HEART HUNT for our Staff at the Washington 4-5 Center- **Jimmy Johns, Dairy Queen, Burger King, Subway,**
- **Dominos, Taco Johns, Healthy Fix, Don't Spill the Beans, Donut Shoppe, Cookie Dough Cupcakes.** We appreciate your help to let our teachers know that they are supported and appreciated
- **Sarah May from Modern Woodmen** for the cases of Kleenex donated to Madison 2-3 Center & Buchanan K-1 Center
- **Wayne Wilson** for the donation of winter gloves to Madison 2-3 Center

11. REPORTS TO THE BOARD

- a) **Classified Employee of the Month** – Presented by Mike Radke
Terry Regnier, Technology Help Desk, High School, has been selected as Classified Employee of the Month for February 2023. Nomination comments are included in this packet. Congratulations Terry!
- b) **Middle School: Beth Neitzert - HMS Honors Orchestra, Bonnie Bartholow – Project Lead the Way in grades 6-8, Leah Branaugh – 8th gr Personal Finance, Dayna Winter & Ethan Simmons – HMS Maker Space**
- c) **LAN Report – Tim Van Berkum**
- d) **Superintendent's Report**

12. OLD BUSINESS

- a) **Policy JFCD – Bullying** – 2nd Reading
- b)

13. NEW BUSINESS

- a) **Certified Staff Recruitment Incentive** - introduction
- b)

14. 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.

15. ADJOURNMENT

<u>Vendor Name</u>		<u>Vendor Description</u>	<u>Amount</u>
<u>Checking</u>	1		
Checking	1	Fund: 10 GENERAL FUND	
AMERICINN BY WYNDHAM		TRAVEL	754.23
B & H PHOTO		SUPPLIES	35.84
BAN-KOE SYSTEMS, INC.		SUPPLIES	125.00
COBORNS INC		SUPPLIES	36.91
CREATIVE PRINTING COMPANY		SUPPLIES	548.26
CURRICULUM ASSOCIATES, LLC		SUPPLIES	13,992.50
CURT'S HEATING & COOLING		REPAIRS	422.26
DECKER INC. SCHOOL FIX		SUPPLIES	269.68
FARMERS AND MERCHANTS BANK		CHANGE	10,000.00
FARMERS CASHWAY		SUPPLIES	21.99
FREEMAN, JR., RODNEY		LEGAL SERVICES	1,100.00
HAUFF MID-AMERICA SPORTS INC		SUPPLIES	3.00
HURON AREA CENTER FOR INDEPENDENCE, INC.		PROF SVC	360.62
HURON REGIONAL MEDICAL CENTER		PROF SVC	520.00
INNOVATIVE OFFICE SOLUTION		SUPPLIES	452.57
MATHESON TRI-GAS INC		SUPPLIES	340.00
MIDCONTINENT COMMUNICATIONS		COMMUNICATIONS	986.77
NORTHWESTERN ENERGY		UTILITIES	3,776.67
OFFICE EQUIPMENT SERVICE		SUPPLIES	198.48
OFFICE PEEPS		SUPPLIES	53.32
POPPLERS MUSIC INC.		SUPPLIES	1,209.44
QUADIENT FINANCE USA, INC.		POSTAGE	1,390.00
QUADIENT LEASING USA, INC.		LEASE	1,408.59
SCHOLASTIC BOOK CLUBS		BOOKS	979.00
TEACHER SYNERGY, LLC		SUPPLIES	47.04
TOLEDO PHYSICAL EDUCATION SUPPLY		SUPPLIES	179.96
WOODS, FULLER, SHULTZ & SMITH P.C.		PROF SVC	3,940.00
		Fund Total:	43,152.13
Checking	1	Fund: 21 CAPITAL OUTLAY FUND	
ABDO PUBLISHING CO		BOOKS	1,660.45
BARNES & NOBLE		SUPPLIES	254.62
BOUND TO STAY BOUND		BOOKS	392.16
CAPSTONE PRESS		SUPPLIES	140.94
FLAGHOUSE, INC.		SUPPLIES	403.39
INFOBASE LEARNING		SUPPLIES	2,752.87
PENWORTHY COMPANY		SUPPLIES	295.83
		Fund Total:	5,900.26
Checking	1	Fund: 22 SPECIAL EDUCATION FUND	
CHILDREN'S HOME SOCIETY		PROF SVC	954.07
NCS PEARSON, INC.		SUPPLIES	21.15
QUADIENT FINANCE USA, INC.		POSTAGE	610.00
		Fund Total:	1,585.22
		Checking Account Total:	50,637.61
<u>Checking</u>	4		
Checking	4	Fund: 51 SCHOOL NUTRITION FUND	
BECK ACE HARDWARE		MISCELLANEOUS	69.17

<u>Vendor Name</u>	<u>Vendor Description</u>	<u>Amount</u>	
CHAJAL VELASQUEZ, ANSELMA	REFUND	99.00	
COCA COLA OF CENTRAL SD	FOOD	189.14	
DAKOTA WATER SOFTENING INC.	WATER SERVICE	43.00	
DECKER'S PEST CONTROL	PROF SVC	336.00	
DRAMSTAD REFRIGERATION	REPAIR/MAINTENANCE	105.57	
PERFORMANCE FOODSERVICE	SUPPLIES	13,764.63	
	Fund Total:		14,606.51
	Checking Account Total:		14,606.51
<u>Checking</u>	5		
Checking	5	Fund: 53 ENTERPRISE FUND	
COCA COLA OF CENTRAL SD	FOOD	465.11	
PERFORMANCE FOODSERVICE	SUPPLIES	158.13	
	Fund Total:		623.24
	Checking Account Total:		623.24



Heather Sieh

1045 18th St. SW

Huron, SD 57350

Phone: 605-353-6900

Email: heather.sieh@k12.sd.us

February 21, 2023

Dear Dr. Steinhoff,

I am writing to inform you that I will be resigning from my positions within the Huron School District at the end of the 2022-2023 school year. Those positions include:

- Professional School Counselor (Huron Middle School)
- Elementary/Middle School Play Coordinator
- Assistant Girls Tennis Coach
- Tiger After School Program (Classroom Lead and Site Supervisor positions)

It has been a pleasure working for the Huron School District for the past eight years and there are many aspects I know I am going to miss. I appreciate the opportunities I have had here and I know that I have grown professionally and personally because of them.

I wish everyone in the district nothing but the best going forward.

Sincerely,

Heather Sieh
Professional School Counselor
Huron Middle School

CC: Laura Willemssen
Terry Rotert
Linda Pietz

From: Frankenstein, Courtney <Courtney.Frankenstein@k12.sd.us>
Sent: Wednesday, February 22, 2023 12:44 PM
To: Steinhoff, Kraig <Kraig.Steinhoff@k12.sd.us>
Subject: Letter of Resignation

2/22/23

Dr. Steinhoff,

I am writing to inform you that I am resigning from my position as speech-language pathologist effective Monday February 27th 2023. I am resigning from this position due to health reasons. Thank you for the opportunity to work for Huron School District.

Courtney Frankenstein



Employment Contract

HURON PUBLIC SCHOOLS #2-2

EMPLOYMENT CONTRACT

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

02/16/2023

Clayton Wahlstrom

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 **\$65,678** for the school term, or the remaining part thereof, of the designated number of teaching days, inclusive of days arranged for pre-school planning, beginning **08/08/2022** 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 employment prescribed herein for any cause, including but not limited to dismissal or resignation, constitutes a financial damage to the Huron School District No. 2-2 and that from the nature of the case it might be impractical or difficult to fix the actual damage. **THEREFORE**, it is understood and agreed that your failure to complete the term provided herein shall result in the following liquidated damages: failures occurring May 15 through May 31 for the ensuing year, damages shall be assessed at \$250.00. For breaking a contract June 1 through June 10, damages shall be assessed at \$500.00, for breaking of a contract June 11 through June 20, \$750.00 and for breaking of a contract June 21 through June 30, \$1000.00. For breaking a contract July 1 through July 31, damages shall be assessed at \$2,000.00 and breaking of contract August 1 and for the duration of the first semester, damages shall be assessed at \$3,000.00. Damages will be assessed at \$1,500.00 for breaking of a contract anytime during the 2nd semester. The Board reserves the right to request the Department of Education to suspend the employee's certification for one year in lieu of monetary damages in accordance with SDCL 13-42-9. Employees who are not full-time employees of the district shall be assessed damages at a percentage which matches their percent of employment.

It is further understood and agreed that resignations shall not become effective until approved by the Board of Education at the next meeting following receipt of said resignation. Further, it is hereby agreed that you will pay to the Huron School District No. 2-2, or the Huron School District No. 2-2 will withhold or

appropriate from any monies owed by them to you, and you hereby authorize such withholding or appropriation, the appropriate sum herein above set forth as liquidated damages due to your failure to complete said term.

This agreement becomes a binding contract when signed by the employee and the Board of Education.

REVISED CONTRACT....The above salary includes \$4,272 which is compensation for a 7th class taught one semester during the 2022-2023 school year and includes one hour of prep time outside of the current eight hour day.

BA

Base Contract: \$\$51,292

Overload \$\$4,274 Step 0

Asst Coach Var FB \$\$5,056 Step 0

Asst Coach Var WR \$\$5,056 Step 0

***CONTRACT MUST BE SIGNED AND RETURNED TO THE SUPERINTENDENT'S OFFICE BY 02/21/2023

TO THE BOARD OF EDUCATION OF THE HURON SCHOOL DISTRICT NO. 2-2

CITY OF HURON, BEADLE COUNTY, SOUTH DAKOTA

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

Employee Signature

Clayton Wahlstrom

Date

02/16/2023 08:47 am



Employment Contract

HURON PUBLIC SCHOOLS #2-2

EMPLOYMENT CONTRACT

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

02/16/2023

Jordan Mullen

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 **\$\$\$55,566** for the school term, or the remaining part thereof, of the designated number of teaching days, inclusive of days arranged for pre-school planning, beginning **08/08/2022** 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 employment prescribed herein for any cause, including but not limited to dismissal or resignation, constitutes a financial damage to the Huron School District No. 2-2 and that from the nature of the case it might be impractical or difficult to fix the actual damage. **THEREFORE**, it is understood and agreed that your failure to complete the term provided herein shall result in the following liquidated damages: failures occurring May 15 through May 31 for the ensuing year, damages shall be assessed at \$250.00. For breaking a contract June 1 through June 10, damages shall be assessed at \$500.00, for breaking of a contract June 11 through June 20, \$750.00 and for breaking of a contract June 21 through June 30, \$1000.00. For breaking a contract July 1 through July 31, damages shall be assessed at \$2,000.00 and breaking of contract August 1 and for the duration of the first semester, damages shall be assessed at \$3,000.00. Damages will be assessed at \$1,500.00 for breaking of a contract anytime during the 2nd semester. The Board reserves the right to request the Department of Education to suspend the employee's certification for one year in lieu of monetary damages in accordance with SDCL 13-42-9. Employees who are not full-time employees of the district shall be assessed damages at a percentage which matches their percent of employment.

It is further understood and agreed that resignations shall not become effective until approved by the Board of Education at the next meeting following receipt of said resignation. Further, it is hereby agreed that you will pay to the Huron School District No. 2-2, or the Huron School District No. 2-2 will withhold or

appropriate from any monies owed by them to you, and you hereby authorize such withholding or appropriation, the appropriate sum herein above set forth as liquidated damages due to your failure to complete said term.

This agreement becomes a binding contract when signed by the employee and the Board of Education.

The above salary includes \$4,274 which is compensation for a 7th class taught one semester during the 2022-2023 school year and includes one hour of prep time daily outside of the current eight-hour day.

BS

Base Contract: \$\$51,292

Overload \$\$4,274 Step 0

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TO THE BOARD OF EDUCATION OF THE HURON SCHOOL DISTRICT NO. 2-2

CITY OF HURON, BEADLE COUNTY, SOUTH DAKOTA

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Employee Signature

Jordan Mullen

Date

02/16/2023 08:55 am



Employment Contract

HURON PUBLIC SCHOOLS #2-2

EMPLOYMENT CONTRACT

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

02/16/2023

Maria Cecille Bendanillo

YOU ARE HEREBY OFFICIALLY NOTIFIED, that you have been elected as a **Teacher** in the Huron School District No. 2-2, whose address is City of Huron on the annual salary basis of **\$57,684** for the school term, or the remaining part thereof, of the designated number of teaching days, inclusive of days arranged for pre-school planning, beginning **08/07/2023** and subject to the calendar, or modifications of the same, as adopted by the Board of Education. The salary is to be paid the twentieth day of each of the twelve calendar months.

Your election is subject to the school laws of the State of South Dakota and to the salary schedule and contractual elements rules and regulations of the Board of Education of the Huron School District No. 2-2, which are hereby by reference, incorporated in and made a part of this contract as though set forth herein at length, subject to the right of said Board to terminate the contract for cause, to be determined upon by the Board, and subject to your right to resign upon giving thirty (30) days notice thereof, in writing to said Board within 15 days of issuance of contract.

It is further contracted and agreed that your failure to complete the term of employment prescribed herein for any cause, including but not limited to dismissal or resignation, constitutes a financial damage to the Huron School District No. 2-2 and that from the nature of the case it might be impractical or difficult to fix the actual damage. **THEREFORE**, it is understood and agreed that your failure to complete the term provided herein shall result in the following liquidated damages: failures occurring May 15 through May 31 for the ensuing year, damages shall be assessed at \$250.00. For breaking a contract June 1 through June 10, damages shall be assessed at \$500.00, for breaking of a contract June 11 through June 20, \$750.00 and for breaking of a contract June 21 through June 30, \$1000.00. For breaking a contract July 1 through July 31, damages shall be assessed at \$2,000.00 and breaking of contract August 1 and for the duration of the first semester, damages shall be assessed at \$3,000.00. Damages will be assessed at \$1,500.00 for breaking of a contract anytime during the 2nd semester. The Board reserves the right to request the Department of Education to suspend the employee's certification for one year in lieu of monetary damages in accordance with SDCL 13-42-9. Employees who are not full-time employees of the district shall be assessed damages at a percentage which matches their percent of employment.

It is further understood and agreed that resignations shall not become effective until approved by the Board of Education at the next meeting following receipt of said resignation. Further, it is hereby agreed that you will pay to the Huron School District No. 2-2, or the Huron School District No. 2-2 will withhold or

appropriate from any monies owed by them to you, and you hereby authorize such withholding or appropriation, the appropriate sum herein above set forth as liquidated damages due to your failure to complete said term.

This agreement becomes a binding contract when signed by the employee and the Board of Education.

Hired 2023-2024 (Certified) w/MA and 20+ years' experience. Agreeing to this contract includes the following: Teachers new to the District are expected to work an additional 5 days beginning August 7, 2023. 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.

MA

Base Contract: \$\$57,684

***CONTRACT MUST BE SIGNED AND RETURNED TO THE SUPERINTENDENT'S OFFICE BY 02/22/2023

TO THE BOARD OF EDUCATION OF THE HURON SCHOOL DISTRICT NO. 2-2

CITY OF HURON, BEADLE COUNTY, SOUTH DAKOTA

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

Employee Signature

Maria Cecille Bendanillo

Date

02/21/2023 12:04 pm

HURON ARENA ADVERTISING AGREEMENT RENEWAL

This advertising agreement renewal is made and entered into this 15th day of February 2023, by and among DAKOTA PROVISIONS ("Advertiser"), and HURON SCHOOL DISTRICT 2-2, ("Owner").

WHEREAS, Advertiser and Owner have entered into the Advertising Agreement for Huron Arena dated January 19, 2018 (as amended, the "Advertising Agreement") (a copy of the "Advertising Agreement" is attached); and

WHEREAS, the parties desire to extend and modify the Advertising Agreement as set forth herein.

Now, therefore, for good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties agree as follows:

1. Renewal/Extension of Term. Effective as of the date hereof, the Term set forth in the Advertising Agreement shall be extended to run for 1 (one) year from and after January 1, 2023, and ending on December 31, 2023.
2. Advertising Fees. Effective as of the date hereof, the Advertising Fees for such extended term shall be \$6,000 (six thousand dollars), payable in advance in accordance with the attached Payment Schedule.
3. Ratification. Except as expressly modified hereby, the remaining terms and conditions of the Advertising Agreement are hereby ratified and confirmed, and shall remain in full force and effect.

Advertiser Initial KD

Owner Initial _____

PAYMENT SCHEDULE

Agreement year 2023: For Services rendered January 1, 2023 to December 31, 2023.

Payment #1. _____ Payment Due on or Before _____

Payment #2. _____ Payment Due on or Before _____

Payment #3. _____ Payment Due on or Before _____

Payment #4. _____ Payment Due on or Before _____

ADVERTISER ACKNOWLEDGES AND WILL ABIDE BY THE PAYMENT SCHEDULE.

I, WITNESS WHEREOF, the parties have caused this Agreement to be executed
by their duly authorized representatives on the date first above written.

ADVERTISER:

Dakota Provisions, LLC

Kim J. Brown

[authorized signature only]

Kim J. Brown

[print or type name clearly]

Title *Exec. Secretary*

Dated *2/13/23*

Address: *PO Box 1257*

City, State, Zip: *Huron, SD 57350*

Phone: *605-352-1519*

Fax: _____

Email Address: *kimbe@dakotaprovisions.com*

OWNER: Huron School District 2-2

By _____

Huron Board of Education

Board Approved _____



DEC 29 2022

Kelly Christopherson
Business Manager
150 5th St. SW
PO Box 949
Huron, SD 57350-0949
P: (605) 353-6995
F: (605) 353-6994
kelly.christopherson@k12.sd.us

December 2022

Jim Hein
Dakota Provisions
PO Box 1257
Huron SD 57350

Dear Jim,

I am inquiring to see if Dakota Provisions will continue to be a sponsor of the Huron Arena for 2023?

If you agree to continue being a sponsor please sign the enclosed renewal and return it to me.

If you cannot continue to be a sponsor please let me know as soon as you can so we can work on filling your spot.

Please notify me either way before January 31.

Thank you for your time and consideration.

Sincerely,



Kelly Christopherson
Business Manager



SCHOOL DISTRICT

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

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: 02/12/2023 Contact Person: Callee Bauman Wachter

Group Applying: Huron Destination Imagination Program

Name of Grant/Award: Walmart Community Grant

Name of Funder: Walmart Contact Person: Walmart Coorporation

Amount to be Requested: \$2000.00 Funder's Submission Due Date: May 2023

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)

Project Focus: _____

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:

- Each school/individual will be responsible for submitting and following through on the grant application process unless other arrangements have been made.
- A copy of the completed grant application must be available upon request.
- The person or group applying will need to submit the following documentation to the business offices:
 - If and when the grant is awarded, a copy of the award letter.
 - 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: Kary Stepp 2-13-23
Building/Department Administrator Date

Signature: Linda J Pietz 2-13-23
Linda J Pietz, Director of Curriculum, Instruction & Assessment Date

Signature: Kelly Christopherson 2-13-2023
Kelly Christopherson, Business Manager Date

Presented to School Board: _____



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

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: 2-17 Contact Person: Lindsey Brewer

Group Applying: Quiz Bowl

Name of Grant/Award: Huron Youth Leadership Council

Name of Funder: Student United Way Contact Person: Ben Bragg

Amount to be Requested: \$500 Funder's Submission Due Date: March 8th

Project Focus: invest community youth

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:

- Each school/individual will be responsible for submitting and following through on the grant application process unless other arrangements have been made.
- A copy of the completed grant application must be available upon request.
- The person or group applying will need to submit the following documentation to the business offices:
 - If and when the grant is awarded, a copy of the award letter.
 - 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] Date: 2-15-23
Building/Department Administrator

Signature: [Signature] Date: 2-14-23
Linda J Pietz, Director of Curriculum, Instruction & Assessment

Signature: [Signature] Date: 2-16-23
Kelly Christopherson, Business Manager

Presented to School Board: _____

Classified Employee of the Month


Name	Terry Regnier
Position	Help Desk
Date	2/27/2023

Mr. Regnier is the high school Classified Employee of the Month. Terry is not only highly competent in fixing problems that come to him at the help desk, but his kindness and sense of humor put students, faculty, and staff at ease when dealing with technology issues. Below are a few comments from those who nominated him for this recognition.

When your computer or iPad goes down you can't get any work done until the problem is fixed. Terry routinely drops whatever he's working on to help us get our devices up and running again.

Terry went above and beyond when it came to getting ready for the school year with the preparations of the IPADS, the Dual Credit systems, the mobile PC labs, etc. Plus, the introduction and setup of the new promethcan boards was a daunting task that Terry took on with a smile. He is always kind to the students and teachers and always ready to assist anyone at HHS who may need help.

Terry is always calm. On more than one occasion I thought I lost assignments, but he was able to help get everything back. I would have been flipping out, but he stayed calm while fixing the problem.

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SECTION 1 – Policy Statement

The District is committed to maintaining a constructive, safe, and bullying-free school climate that is conducive to all students' educational opportunities and which fosters an environment in which all students are treated with respect and dignity. Bullying can inhibit a student's educational opportunities and may also have long-term negative effects on a student. Bullying of students shall not be tolerated and is strictly prohibited. Bullying of students from other schools who are at a District activity, parents, school employees, guests, visitors, volunteers and vendors of the District shall also not be tolerated and is strictly prohibited.

This policy shall not be interpreted or applied to prohibit civil exchange of opinions or debate protected under the state or federal constitutions if the opinion expressed does not otherwise materially or substantially disrupt the education process or intrude upon the rights of others. However, conduct which substantially interferes with the work of the school, causes material and substantial interference with school work and discipline, and might reasonably have led school authorities to forecast substantial disruption of or material interference with school activities is not constitutionally protected speech and is therefore prohibited under this policy.

All students, parents, employees, guests, visitors, volunteers and vendors shall conduct themselves in a civil and responsible manner and in a manner consistent with school policies related to student, parent, employee and visitor conduct. This policy prohibiting bullying shall apply to all students, parents, employees, guests, visitors, volunteers and vendors while on school property, while attending or participating in school activities, on school-owned property or on non-school property, while in any school-owned or leased vehicle, while at a school bus stop, or when in a private vehicle located on school property during school or during school activities.

The District shall investigate all reported instances involving bullying. Unless a different person is designated by the Superintendent to conduct the investigation, the Principal of the school attendance center where the bullying is alleged to have occurred is responsible for investigating the alleged bullying. Allegations of bullying may also be reported by the administration to other authorities, including but not limited to law enforcement.

Monitoring Effectiveness

The superintendent is responsible for monitoring the effectiveness of the bullying/harassment prevention efforts and timely reporting to the Board of Education. The administrators will annually report to the superintendent the number and type of complaints investigated under this policy and the results, including disciplinary actions taken and the effectiveness of those actions, including follow-up contacts. The documentation supplied by the administrators will be reviewed by central administration to coordinate data district-wide and formulate a comprehensive report. The report will include the number and type of complaints filed under this policy with comparative data from previous years as it becomes available. The report may also include district-wide or individual building survey results related to bullying and harassment. ~~This policy shall not be interpreted to prohibit the civil exchange of opinions or debate protected under the state or federal constitutions where the opinion expressed does not otherwise materially or substantially disrupt the education process or intrude upon the rights of others.~~

Students who violate this policy shall be subject to appropriate disciplinary action, up to and including expulsion. Employees who violate this policy shall be subject to appropriate disciplinary action, up to and

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including termination of employment. Parents, guests, visitors, volunteers, and vendors who violate this policy may be prohibited from being on school property.

Pursuant to state law:

- A. any school district employee, school volunteer, student, or parent who promptly reports in good faith an act of bullying to the appropriate school district official as designated in the school district's policy, and who makes the report in compliance with the provisions of the school district's policy, is immune from any cause of action for damages arising from failure to remedy the reported incident, and
- B. no cause of action is created against the school district, school district employee, school volunteer, student, or parent unless there has been substantial noncompliance with the school district's policy which results in injury to a person.


The District will maintain confidentiality to the maximum extent possible under the circumstances. However, a person reporting bullying conduct must understand that should the administrator who is investigating the report determine there is reasonable cause to suspect that bullying did occur which could result in administrative discipline or a referral to the School Board, the person alleged to have abused the other person may have the right to know the identity of the person(s) making the report in order that he/she may have an opportunity to defend himself/herself.

The District strictly prohibits retaliation against any person (including the accused) because he or she has made a report, testified, assisted, or participated in the investigation of a report of alleged bullying. Retaliation includes, but is not limited to, any form of verbal or physical reprisal or adverse pressure. The person(s) alleged to have bullied another person shall not directly or indirectly (such as through another person) harass, pressure, or retaliate against any other person because of the complaint being reported. A violation of this provision may lead to separate disciplinary action based on the retaliation. Any person who believes he or she is being subjected to retaliation because of his or her involvement with a bullying report should immediately contact a school administrator.

Complaints against school employees and complaints related to Sexual Harassment are addressed through other school district policies and not through this policy.

SECTION 2 – Bullying Defined

- A. Bullying is an intentional isolated act or pattern of repeated conduct toward another person that is sufficiently severe and offensive to a reasonable person, and
 - 1. has the purpose or effect of creating an intimidating, hostile or offensive school environment for one or more students, parents, employees, guests, visitors, volunteers or vendors, and/or
 - 2. has the purpose or effect of substantially or unreasonably interfering with a student's educational opportunities (i.e., academic, co-curricular activities, extra-curricular activities, and social opportunities, etc. within the school environment), employee's and volunteer's work environment or performance, or access by parents, guests, visitors or vendors, and/or

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3. places a person in reasonable fear of harm to his or her person or damage to his or her property, and/or
4. causes physical hurt or psychological distress to a person, and/or
5. constitutes retaliation against any person for asserting or alleging an act of bullying, and/or
6. disrupts the orderly operation of a school.

B. Bullying conduct includes threats, intimidation, physical violence, theft, destruction of property, hazing, stalking (SDCL 22-19A-1), harassment (SDCL 22-19A-4), and threatening or harassing contact by telephone or other communication devices, commonly referred to as cyberbullying (SDCL 49-31-31). Neither the physical location nor the time of day of any incident involving the use of computers or other electronic devices is a defense to any disciplinary action taken by the School District for conduct determined to meet the definition of bullying in SDCL 13-32-15.


1. Hazing defined: any verbal or physical act or acts done on school property or at a school activity which directed toward another person and done for the purpose of initiation into any group, regardless of whether the group is a school sanctioned organization, when the act or acts causes or may create a reasonable risk of causing mental, emotional or physical harm to the person who is the recipient of the act or acts.

2. Stalking defined: willfully, maliciously, and repeatedly following or harassing another person; making a credible threat to another person with the intent to place that person in reasonable fear of death or great bodily injury; or willfully, maliciously, and repeatedly harassing another person by means of any verbal, electronic, digital media, mechanical, telegraphic, or written communication.

3. Harass defined: a knowing and willful course of conduct directed at a specific person which seriously alarms, annoys, or harasses **intimidates** the person, and which serves no legitimate purpose.

4. Threatening or harassing contacts ~~by telephone or other electronic communication device defined: using or knowingly permitting a telephone or other electronic communication device under his or her control for any of the following purposes~~ **electronically**:

- (1) to contact another person with intent to terrorize, intimidate, threaten, harass or annoy such person by using obscene or lewd language or by suggesting a lewd or lascivious act,
- (2) to contact another person with intent to threaten to inflict physical harm or injury to any person or property,
- (3) to contact another person with intent to extort money or other things of value,
- (4) to contact another person with intent to disturb that person by repeated ~~anonymous telephone calls or intentionally failing to replace the receiver or disengage the telephone connection~~ **electronic communication**.

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SECTION 3 – Reporting Procedure

Any individual who feels that they have been bullied/harassed should:

Communicate to the bully/harasser that the individual expects the behavior to stop, if the individual is comfortable doing so. If the individual wants assistance communicating with the bully/harasser, the individual should ask a teacher, counselor, ~~bus driver or principal~~ administrator to help.

If the bullying/harassment does not stop, or the individual does not feel comfortable confronting the harasser, the individual shall utilize the procedure listed below.

Any individual who believes that he or she has been or is being subjected to bullying or has reason to suspect another person has been or is being subjected to bullying should immediately report it to a teacher or school administrator. The report may be made verbally or in writing. A report may be made anonymously, although disciplinary action may not be based solely on an anonymous report. If disciplinary action is being requested, the individual reporting the bullying will be asked to either submit a signed written complaint or sign a completed Bullying Report Form, Exhibit JFCD-E(1), verifying the accuracy of its content. The written complaint or Bullying Report Form must include the following:


- the date the written complaint was filed or the Bullying Report Form was completed,
- the school employee receiving the complaint (if applicable),
- the name of the person reporting the bullying,
- the address/phone # of the person reporting the bullying,
- the specific conduct or nature of the bullying complaint including the person(s) alleged to have bullied the complaining party or another person, the date(s) and location where the conduct occurred, witnesses, etc.,
- the date the school employee completed the form (if applicable),
- the date and signature of the person reporting the bullying.

If the signed written complaint was given to a ~~teacher~~ staff member, or if the Bullying Report Form was completed by a ~~teacher~~ staff member, the ~~teacher~~ staff member shall forward the complaint or Bullying Report Form to the ~~teacher's~~ staff member's building principal administrator.

SECTION 4 – Procedure for Addressing Bullying Complaints

STEP 1: ~~Principal~~ Administrator

Should there be a report which alleges a District student, parent, employee, guest, visitor, volunteer or vendor has been subjected to bullying, an investigation into the alleged bullying will be initiated. The District's investigation may include, but is not limited to, such things as interviewing individuals with actual or possible knowledge regarding the conduct in question, identifying facts related to the conduct in question, identifying

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when and over what period of time the conduct is to have occurred, determining whether the conduct negatively affects the educational opportunities or employment condition of the victim, identifying prior history of a similar nature by any of the individuals involved, and attempting to obtain possible verification from other persons. The investigation shall be conducted promptly, **utilize a third-party recorder**, and be completed in a reasonable time frame given the nature of the complaint.

The person alleged to have bullied another person will be notified that a complaint has been filed pursuant to this policy and that the complaint is being investigated. The name of the person making the complaint will not be disclosed to the person alleged to have violated this policy unless and until the investigation results in a determination that there is reasonable cause to suspect that bullying did occur.

Upon reasonable suspicion by the school administrator responsible for the investigation that the allegation of bullying may be true, the employee, student or other person accused of bullying conduct shall be notified in writing that reasonable suspicion exists that the complaint may be valid, including a statement of the facts supporting the determination that reasonable suspicion exists, and the name of the alleged victim.

The person alleged to have bullied another person in violation of this policy shall be afforded an opportunity to respond to the allegation of bullying but is not required to submit a response.

Pending the outcome of the investigation the school administrator responsible for conducting the investigation may take such action consistent with school policy and state law as deemed appropriate in order to facilitate the investigation and protect the rights of all persons involved. If there is reasonable suspicion to believe that a person bullied another person while at school or at a school activity on non-school property in violation of this policy, the administration may prohibit that person from being on school property or at school activities.


Upon reasonable suspicion by the school administrator responsible for the investigation that the allegation of bullying may be true, the employee, student or other person accused of bullying conduct shall be notified in writing that reasonable suspicion exists that the complaint may be valid, a statement of the facts supporting the determination that reasonable suspicion exists, and the name of the alleged victim and complaining individual(s).

The person alleged to have bullied another person in violation of this policy shall be afforded an opportunity to respond in writing to the notification of alleged bullying but is not required to submit a written response.

At the conclusion of the investigation, the Principal **Administrator** shall make a determination as to whether bullying did occur or whether the facts are insufficient to determine that a determination that bullying occurred. The complainant and the person alleged to have bullied another person will receive written notice of the Principal's **Administrator** determination. Should the Principal **Administrator** conclude that bullying did occur, the Principal **Administrator** shall take such action as deemed appropriate, which may include imposing disciplinary consequences on the person found to have violated this policy prohibiting bullying.

STEP 2: Appeal to the Superintendent

The following procedure shall be used to address an appeal of the Principal's **Administration** decision in Step 1 to the Superintendent :

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1. If either party is not satisfied with the Principal's Administrator decision, or if the Principal does not render a written decision within fourteen (14) calendar days of the request for a decision on the merits of the complaint, that party may appeal to the Superintendent by filing form JFCD-E(2). The appeal must be filed within ten (10) calendar days of receipt of the Principal's Administrator's written decision, or ten (10) days of the deadline for the Principal's written decision, whichever comes first. The appealing party must attach the Principal's Administrator's written decision.


2. Within fourteen (14) calendar days from the date the appeal was filed, the Superintendent shall render a decision in writing. All parties shall receive copies of the decision. The Superintendent shall uphold, reverse, modify the principal's administrator's decision, or the Superintendent may refer the matter back to the Principal Administrator for further investigation and supplemental decision which decision may restate, modify or reverse the Principal's Administrator's initial decision. A supplemental decision by the Principal Administrator after a referral back to the Principal Administrator is subject to appeal to the Superintendent. The time frame for rendering a decision by the Superintendent may be extended by the Superintendent for good cause and upon written notification to all parties, which notification shall identify the reason for the extension and the date on or before which the decision shall be rendered.

STEP 3: Appeal to the Board


If either party is not satisfied with the Superintendent's decision, or if the Superintendent does not render a written decision within fourteen (14) calendar days of the receipt of the appeal, that party may appeal to the School Board by filing with the Business Manager using Form JFCD-E(3) within ten (10) calendar days of receipt of the Superintendent's written decision, or ten (10) days of the deadline for the Superintendent's written decision, whichever comes first. The appeal shall be in writing and the appealing party must attach to the appeal the Principal's Administrator's written decision, the appeal to the Superintendent, and the Superintendent's written decision or notice of the Superintendent's failure to render a written decision.

The following procedure shall be used by the Board to address an appeal of the Superintendent's decision on the merits related to a bullying complaint:

1. Upon receipt by the Board President/Chairperson of an appeal by the Complainant, a copy of the appeal shall be given to the person alleged to have violated the bullying policy.
2. Upon receipt of an appeal, the Board shall at its next meeting schedule a date, time and location for the appeal hearing.
3. The following procedure shall be applicable at the appeal hearing before the Board:
 - A. The Board shall appoint a board member or a person who is not an employee of the school district as the hearing officer;
 - B. Within thirty (30) calendar days of an appeal being filed with the Board, the Board shall conduct a hearing in executive session;
 - C. The Complainant, person alleged to have violated the bullying policy, and Superintendent each have the right to be represented at the hearing;

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- D. The Board shall make a verbatim record of the hearing by means of an electronic or mechanical device or by court reporter. This record and any exhibits must be sealed and must remain with the hearing officer until the appeal process has been completed;
- E. The issue on appeal is whether the Superintendent's decision should be upheld, reversed or modified;
- F. All parties shall be given the opportunity to make an opening statement, with the appealing party being given the first opportunity, followed by the other party, and then the Superintendent;
- G. The appealing party shall present his or her case first, and the other party shall then present his or her case. Both parties shall have the opportunity to ask questions of the other's witnesses. The hearing officer and board members may ask questions of any witness;
- H. The Superintendent shall present the basis of his/her decision which led to the appeal. Both parties shall have the opportunity to ask the Superintendent questions. The hearing officer and board members may also ask questions of the Superintendent;
- I. Unless a witness is a party to the appeal, witnesses may be present only when testifying unless the hearing officer rules otherwise. All witnesses must take an oath or affirmation administered by the School Board president, hearing officer or other person authorized by law to take oaths and affirmations;
- J. The hearing officer shall admit all relevant evidence. The hearing officer may limit unproductive or repetitious evidence. The strict rules of evidence do not apply. *Moran v. Rapid City Area School Dist.*, 281 N.W.2d 595. 602 (S.D. 1979).
- K. All parties shall be given the opportunity to make a closing statement, with the appealing party having the first opportunity, followed by the other party, and then the Superintendent. The appealing party shall be given the opportunity for a brief rebuttal;
- L. After the evidentiary hearing, the Board shall continue to meet in executive session for deliberations. No one other than the hearing officer may meet with the Board during deliberations. The Board may seek advice during deliberation from an attorney who has not represented any of the parties to the hearing. Consultation with any other person during deliberation may occur only if a representative of both parties and Superintendent are present. The Board may, in its sole discretion, continue the proceedings and make a final decision on the appeal at a later date; Within twenty (20) calendar days of the hearing, the Board shall render its decision and issue its written Findings of Fact, Conclusions of Law and Decision. The time frame for rendering a decision may be extended by the Board President for good cause and upon written notification to both parties and the Superintendent, and the notification shall identify the reason for the extension and the date on or before which the decision shall be rendered;
- M. The decision of the School Board must be based solely on the evidence presented at the hearing and must be formalized by a motion made in open meeting. The Board will convene in open session and a motion to uphold, reverse, or modify the Superintendent's decision shall be made and voted upon. Findings of Fact, Conclusions of Law and Decision, consistent with the Board motion shall be in

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writing and approved by the Board. Both parties, the Principal **Administrator** and the Superintendent will receive copies after the Findings of Fact, Conclusions of Law and Decision are approved by the Board.

N. Following the Board hearing, should the Board determine there has been a violation of this policy prohibiting bullying, Board action may include but is not limited to the following: (1) suspend or expel a student from any or all school programs, including but not limited to classes, extracurricular activities, or attendance at school activities; (2) pursuant to statute, reprimand, suspend without pay, or terminate the contract of an employee, or (3) prohibit a person from being on school property or at school activities for such time as may be determined by the Board.

O. If either party is dissatisfied with the Board's decision, that party may appeal the decision by filing an appeal to circuit court pursuant to SDCL 13-46-1.



Huron School District Certified Staff Recruitment Incentive

The Why: Our District has encountered multiple years of unfilled certified positions. The lack of filling certified openings hurts the success of our students and adds an undue burden to our staff. We strive to recruit Huron High School (HHS) Students, HHS graduates, and Huron School District employees pursuing an education certification and desire to work, live, and thrive in Huron, South Dakota. This is not intended for administrative certifications.

The What: The Huron School District (HSD) seeks applicants that are Huron High School Students, HSD graduates pursuing certification in a K-12 education position, or are current HSD employees. The recruitment incentive provides a 0% forgivable loan of up to \$2,500 (dollar amount to be determined by the Board of Education) to defray the expenses of post-secondary education required to obtain a K-12 education certification in South Dakota **and** up to \$7,500 (dollar amount to be determined by the Board of Education) in student loan repayment.

The How: Interested applicants can apply for the recruitment incentive on the Huron School District Employment page [Click here to apply](#).

- Applications are accepted **at any time within 6 months from the date you will be available for employment** and will be reviewed by the administrative team, who will review the application, consider the current and future teaching needs, and determine if the applicant warrants an interview. Applicants recommended by the administrative team will be reviewed by the superintendent and approved by the board of education. Once approved, the successful applicant will receive a \$2,500 loan from the Huron School District.
- The School District will forgive the loan in exchange for five years of successful teaching in the Huron School District. The loan will be reduced by 20% per year until it is paid in full upon the fifth year. If the applicant leaves the District before the end of five years or is terminated, the loan must be paid back in full to the Huron School District within thirty days of the last date of employment with the HSD.
- The School District will provide student loan repayment for five years starting with the first month of employment as a teacher at HSD. The repayment will be up to \$125 per month for the first 35 months and a balloon payment of \$3,125 on the 36th month.
- To be considered for the recruitment incentive, you must meet all of the following:
 - Agree in writing to work in the Huron School District for five years after completing your South Dakota education certification.

- Agree, through a promissory note, that failure to abide by the employment requirement above will result in the 0% note to be paid back in full to the HSD within 30 days.
- Agree, through a promissory note, that failure to abide by the employment requirement above will result in the student loan repayment ceasing by HSD within 30 days.
- Be actively pursuing an education degree and certification in the area approved in the application process.
- Be a U.S. citizen or lawful permanent resident.
- Have a minimum cumulative 2.8 GPA on a 4.0 scale.
- To maintain the recruitment incentive while pursuing the education certification, you must:
 - Maintain a minimum cumulative 2.8 GPA on a 4.0 scale
 - Be enrolled in coursework pursuing a South Dakota certification in K-12 education.
 - Make satisfactory academic progress and maintain predicted timeline towards certification.
 - Agree, through a promissory note, that failure to abide by the incentive requirements above will result in the 0% note to be paid back in full to the HSD within 30 days.
- To maintain the recruitment incentive while employed, you must:
 - Agree, through a promissory note, that failure to abide by the employment requirement above will result in the 0% note to be paid back in full to the HSD within 30 days.
 - Agree, through a promissory note, that failure to abide by the employment requirement above will result in the student loan repayment ceasing by HSD within 30 days.