

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, November 14, 2022
5:30 p.m.



1. **Call to Order**
2. **Roll Call**
3. **Pledge of Allegiance**
4. **Adoption of the Agenda**
5. **Dates to Remember**
Nov 23, 24 & 25 Holiday Break – No School
November 28 Board of Education Meeting – 5:30pm – IPC
6. **Community Input on Items Not on the Agenda**
 - o 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 Meetings**
 - 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) Jazmin Newton/ Substitute Teacher - \$160 per day/Substitute Para-Educator - \$19.16 per hour
 - 2) Mary Hershman/Classroom Volunteer/District
 - 3) Willard Broucek/ Substitute Teacher - \$160 per day/Substitute Para-Educator - \$19.16 per hour
 - 4) Lah Khu Paw/ Substitute Teacher - \$160 per day/Substitute Para-Educator - \$19.16 per hour
 - 5) Jean Noding/SPED Para Educator – Buchanan - \$20.05 per hour
 - 6) Jean Kouch/ Substitute Teacher - \$160 per day/Substitute Para-Educator - \$19.16 per hour
 - 7) Tanya Mulder/SPED Para Educator – Buchanan - \$19.34 per hour
 - 8) Tanya Mulder/ TAP Site Greeter - \$18.11 per hour, TAP Classroom Leader - \$18.11 per hour
 - 9) Gracie Culver/Substitute Teacher - \$160 per day/Substitute Para-Educator - \$19.16 per hour
 - 10) Hannah Leiferman/Substitute Teacher - \$160 per day/Substitute Para-Educator - \$19.16 per hour

- 11) Hannah Schwartzrock/ SPED Para Educator – Buchanan - \$19.51 per hour
- 12) Kristopher Harp/Substitute Bus Driver/\$30 per hour
- e) **Resignations for Board Approval**
 - 1) Whitney McDonald/Assistant Dance Coach/5 years
 - 2) Kylie Davis/2nd gr Teacher-Madison/2 years
 - 3) Angelina Graffunder/Title Para Educator-Madison/6 weeks
 - 4) Trisha Shreeve/Teacher-Huron Colony/7 years (End of Year)
 - 5) Kelly Rotert/Teacher-McKinley/38 years (End of Year)
- f) **Contracts for Board Approval**
 - 1)
- g) **Advertising Agreement Renewal – Huron Arena:** Domino's Pizza
- h) **Advertising Agreement Renewal – Tiger Stadium:** Domino's Pizza
- i) **Permission to advertise for bid for a dishwasher for the High School kitchen to be paid for with the Food Service Fund, approximate cost is \$50,000**
- j) **Intent to Apply for Grant Funding**

Group Applying	Transportation
Contact Person	Kelly Christopherson
Name of Award	SD Clean Diesel / VW Programs – Round 15
Name of Funder	SD Depart of Agriculture & Natural Resources
Amount to be Requested	Up to \$25,000
Project Focus	Replace Old Diesel Engines
- k) **Intent to Apply for Grant Funding**

Group Applying	School Nutrition
Contact Person	Amanda Reilly
Name of Award	Equipment Grant
Name of Funder	SD Department of Education
Amount to be Requested	\$35,000
Project Focus	Equipment Purchase for Food Service

(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 to:

- a) **Katelyn Radke, Breanna Terkildsen, Channelle Coss, and Kenedee Rowen earned Academic All State Awards from the South Dakota Dance Coaches Association**
- b) **Kiara Feild was awarded an Athletic All State Award from the South Dakota Dance Coaches Association**
- c) **The following varsity teams and fine arts groups have achieved a combined GPA average of 3.0 or higher and are eligible to receive the SDHSAA Academic Achievement Award:**
 - All State Chorus
 - All State Orchestra
 - Boys Cross Country
 - Boys Golf
 - Competitive Cheer
 - Competitive Dance
 - Football Team
 - Football Cheerleaders

- Girls Cross Country
- Girls Soccer
- Girls Tennis
- Oral Interp
- Volleyball Team
- d) Angie Boetel (Admin Assistant Madison) was honored with the "Unsung Hero" award at the SHE awards on November 5th
- e) Gracee Thompson (12 gr) for being selected as a finalist for the Honors Performance Series. Gracee will play clarinet at Carnegie Hall in New York City, February 2023
- f) Quinston Luellman Clark (12 gr) for being selected to the ESD AA Football All-Conference Team - Offense

Thank You to:

- Substitute Appreciation Day, November 18
 - VFW for the donation of pencils (Pledge of Allegiance written on them) and rulers (showcasing the presidents) to Buchanan K-1 Center. We appreciate it!
 - American Trust Insurance for the donation of popcorn bags to Buchanan K-1 Center. Popcorn is a very popular snack in our building.
10. **REPORTS TO THE BOARD**
- a) Business Manager's Report
 - b) Superintendent's Report
11. **OLD BUSINESS**
- a) Policy JHCDD – Opioid Antagonists Administration Plan – 2nd Reading
12. **NEW BUSINESS**
- a) Policy GCBD-2 Professional Staff Leaves/Absences (Sick Leave/Administrators) – introduction
 - b) ILG Architects Contract for Conceptual Drawing of CTE Expansion
 - c) ASBSD Legislative Resolutions
 - d) ASBSD Standing Positions
13. **ADJOURNMENT**

October 25th, 2022

Re: Resignation

Terry,

This letter is to inform you that I'm resigning from my Cheer & Dance Coaching position. Appreciate everything you've done for myself and the team over the past 5 years.

Thanks,



Whitney McDonald

TR 10-25-22

Kylie Davis
Madison 2-3 Center
1634 Idaho Ave SE
Huron, SD 57350
605-353-7885

Dr. Kraig Steinhoff
Superintendent
Huron School District #2-2
150 5th St. SW
Huron, SD 57350
605-353-6990

October 31, 2022

Dear Dr. Steinhoff,

Please accept this letter as formal notice of my resignation as Second Grade Teacher at Madison 2-3 Center, effective completion of the first semester. Though I understand the inconvenience this challenging decision may cause, I wish to be released from my contract.

I have no doubt of the love, support, and kindness that the person who steps into this role will receive. My hope is to work closely with my replacement to ensure a successful transition period so that the students' learning is not negatively affected.

My experience in this role has been wonderful and challenging. The students and staff at Madison 2-3 Center are second to none. This decision was not made lightly. After many months of careful thought and consideration, my family and I have made the decision to embark on a new chapter that would lead us closer to home and to our families.

I greatly appreciate the opportunities that this school has provided me, as well as the guidance and support that have allowed me to grow within this role. Thank you for the positive support you also have provided during my time here and I wish the rest of the teachers and staff all of the best.

Sincerely,

Kylie Davis

A handwritten signature in black ink, appearing to read 'Kylie Davis', with a stylized flourish at the end.

Dear Mrs. Rozell,

I would first like to say how much I appreciate the wonderful opportunity you have given me here at Madison 2-3 Center. It has been a dream job working here and I am extremely sad to have to give my notice. As we discussed, I feel this is the perfect job for me at the wrong time of my life. With so much going on in my home life, having a difficult pregnancy and health related issues, it has been determined that I am unable to maintain a job at this time. However, in the future I would love to be reconsidered as a member of staff here at the school. My final day will be Thursday, November 10, 2022.

Thank you once again for all you have done for me and I look forward to hopefully returning in the future,

Angelina Graffunder

November 5, 2022

Huron School District, 2-2
Rodney Mittelstedt
150 5th Street SW
Huron, SD 57350

Dear Rodney Mittelstedt:

Please accept this letter as notice of my resignation from my position as Huron Colony Elementary Teacher here in the Huron School District. I will be done at the end of my 2022-23 contracted school year.

I have decided to move forward with a career outside of teaching. I have done a lot of soul searching on what is the best move for my family and me and in the end; I feel this is the right decision. I feel I am ready to take on a new career.

I have enjoyed many aspects of working here the last 6.5 years and feel I have learned so much during my time. Working here has been a memorable experience for me and it has been such a pleasure building relationships with my students. I feel I have learned many things that I will carry with me into my new venture.

I will leave my room clean and organized to help ease the transition of the person taking my place. I will leave all curriculum organized and easy to find so that the next person will find it all easily.

Thank you so much for this opportunity.

Sincerely,

Trisha Shreeve

November 9, 2022

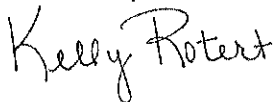
Dr. Kraig Steinhoff, Supt.
Huron School District
PO Box 949
Huron, SD 57350

Dear Dr. Steinhoff,

Please accept this letter as formal notice of my resignation effective at the end of this school year.

I have truly enjoyed my many years as an educator for the Huron School District. Teaching has been an absolute joy, rewarding in so many ways. It has been an honor and a privilege to be a part of this school community. I will miss it immensely.

Sincerely,

A handwritten signature in cursive script that reads "Kelly Rotert".

Kelly Rotert

HURON ARENA ADVERTISING AGREEMENT RENEWAL

This advertising agreement renewal is made and entered into this 27th day of October, 2022 by and among DOMINO'S PIZZA ("Advertiser"), and HURON SCHOOL DISTRICT 2-2, ("Owner").

WHEREAS, Advertiser and Owner have entered into the Advertising Agreement for the Huron Arena dated September 30, 2004 (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 2 (two) years from and after January 1, 2023, and ending on December 31, 2024.
2. Advertising Fees. Effective as of the date hereof, the Advertising Fees for such extended term shall be \$2,500 (two thousand five hundred dollars) per year, 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 MS

Owner Initial _____

PAYMENT SCHEDULE

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

Agreement year 2024: For services rendered January 1, 2024 to December 31, 2024.

WV Renewing Huron Arena and Tiger Stadium for 2023 and 2024 for \$2,125 per-year (Huron Arena) and \$1,275 per year (Tiger Stadium)

Huron Arena Payment Schedule for 2021

Payment#1: \$531.25	Payment due on or before: March 1, 2023
Payment #2: \$531.25	Payment due on or before: May 1, 2023
Payment #3: \$531.25	Payment due on or before: August 1, 2023
Payment #4: \$531.25	Payment due on or before: November 1, 2023

Huron Arena Payment Schedule for 2022

Payment#1: \$531.25	Payment due on or before: March 1, 2024
Payment #2: \$531.25	Payment due on or before: May 1, 2024
Payment #3: \$531.25	Payment due on or before: August 1, 2024
Payment #4: \$531.25	Payment due on or before: November 1, 2024

ADVERTISER ACKNOWLEDGES AND WILL ABIDE BY THE PAYMENT SCHEDULE.

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

Advertiser Initial WV

Owner Initial _____

ADVERTISER: Domino's Pizza

By Juliza K. Lopez
[Authorized signature only]

Melissa Van Diepen
Print or Type name clearly

Title President

Date 10/27/22

Address: 1734 Torrey Pines Dr

City, State, Zip: ~~Huron SD 500~~ Brookings, SD 57004

Phone: (605) 350-2486

Fax: _____

Email Address: dominospizza1815@gmail.com

OWNER: Huron School District 2-2

By: _____

Huron Board of Education

Board Approved _____

TIGER STADIUM ADVERTISING AGREEMENT RENEWAL

This advertising agreement renewal is made and entered into this 27th day of October, 2022, by and among DOMINO 'S PIZZA ("Advertiser"), and HURON SCHOOL DISTRICT 2-2, ("Owner").

WHEREAS, Advertiser and Owner have entered into the Advertising Agreement for Tiger Stadium dated May 12, 2010 (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 2 (two) years from and after January 1, 2023, and ending on December 31, 2024.
2. Advertising Fees. Effective as of the date hereof, the Advertising Fees for such extended term shall be \$1,500 (one thousand five hundred dollars) per year, 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 MMJ

Owner Initial _____

PAYMENT SCHEDULE

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

Agreement year 2024: For services rendered January 1, 2024 to December 31, 2024.

NY Renewing Huron Arena and Tiger Stadium for 2023 and 2024 for \$2,125 per year (Huron Arena) and \$1,275 per year (Tiger Stadium)

Tiger Stadium Payment Schedule for 2023

Payment #1: \$318.75	Payment due on or before: March 1, 2023
Payment #2: \$318.75	Payment due on or before: May 1, 2023
Payment#3: \$318.75	Payment due on or before: August 1, 2023
Payment #4: \$318.75	Payment due on or before: November 1, 2023

Tiger Stadium Payment Schedule for 2024

Payment #1: \$318.75	Payment due on or before: March 1, 2024
Payment #2: \$318.75	Payment due on or before: May 1, 2024
Payment #3: \$318.75	Payment due on or before: August 1, 2024
Payment #4: \$318.75	Payment due on or before: November 1, 2024

ADVERTISER ACKNOWLEDGES AND WILL ABIDE BY THE PAYMENT SCHEDULE.

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

Advertiser Initial NY

Owner Initial _____

ADVERTISER: Domino's Pizza

by Julia V. Deper
[Authorized signature only]

Melissa Van Drepen

[Print or type name clearly]

Title: President

Dated: 10/27/22

Address: 1734 Toney Pines Dr

City, State, Zip: Brookings, SD 57004

Phone: (605) 350-2486

Fax: _____

Email Address: dominospizza1815@gmail.com

OWNER: Huron School District

By _____

Huron Board of Education

Board Approved _____



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: 10-31-2022 Contact Person: Kelly Christopherson

Group Applying: Transportation

Name of Grant/Award: SD Clean Diesel/VW Programs - Round 15

Name of Funder: SD DNR Contact Person: Barb Regynski

Amount to be Requested: Up to \$25,000 Funder's Submission Due Date: 12-9-2022

Project Focus: Replace old diesel engines

How awarded amount received? _____ Full amount up front X Reimbursement

Are any follow up reports required? X Yes _____ No If yes, when are they due? After new bus arrives

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

If yes, please list by dollar amount and/or in-kind service/support. Please be specific. The rebate covers 2590 and the district pays 7590, Buses cost \$100,000 or more,
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: Kelly Christopherson 10-31-2022
Building/Department Administrator Date

Signature: Linda J Pietz 10-31-2022
Linda J Pietz, Director of Curriculum, Instruction & Assessment Date

Signature: Kelly Christopherson 10-31-2022
Kelly Christopherson, Business Manager Date

Presented to School Board: _____



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: 11-7-2022 Contact Person: Amanda Reilly

Group Applying: School Nutrition

Name of Grant/Award: Equipment Grant

Name of Funder: SD Department of Education Contact Person: Beth Henrichsen

Amount to be Requested: 35,000.00 Funder's Submission Due Date: November 30, 2022

Project Focus: Equipment Purchase for food service

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 the grant

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: Amanda Reilly 11-7-2022
Building/Department Administrator Date

Signature: Linda J Pietz 11-7-2022
Linda J Pietz, Director of Curriculum, Instruction & Assessment Date

Signature: Kelly Christopherson 11-8-2022
Kelly Christopherson, Business Manager Date

Presented to School Board: _____

	Huron School District #2-2	Code:
	Policies and Regulations	JHCDD - Administration of Opioid Antagonists

Opioid Antagonists Administration Plan

The Board may acquire opioid antagonists and make them available to personnel who are trained by the SD Department of Health (SD DOH) or equivalent to possess and administer the medication for opioid overdose situation in accordance with state law and administrative rules.

Before school personnel may administer an opioid antagonist in the event of a suspected opioid overdose, training must be provided by an individual qualified to do so.

The training must include:

1. Signs and symptoms of an opiate overdose;
2. Protocols and procedures for administration of an opioid antagonist;
3. Signs and symptoms of adverse responses to an opioid antagonist;
4. Protocols and procedures to stabilize the patient if an adverse response occurs;
5. Procedures for transporting, storing, and securing an opioid antagonist.
6. Opioid antagonist duration;
7. The protocols and procedures for monitoring the suspected opioid overdose victim and re-administration of opioid antagonist if necessary for the safety and security of the suspected overdose victim; and
8. The method of opioid antagonist administration being taught.

Any school personnel who will have access to the medication and who may administer the medication must receive the required training. Training provided by the SD DOH is at no cost to the District. Training is not required for school personnel who will not have access to the medication or who will not potentially be administering the medication.


Naloxone is an opioid antagonist that comes in either an injectable form or a nasal spray. The medication provided to the schools through the SD DOH will be the nasal spray, and therefore, the SD DOH training will focus exclusively on the nasal spray. The cost of the medication provided by or through the SD DOH will be at no cost to the District. All opioid antagonists must be stored in a locked medicine cabinet, managed by the school nurse or school personnel trained in administration of opioid antagonists or administration of medication.

A standing order by a physician is required for the District to possess the medication. The SD DOH has identified a contract physician who will provide the standing order for the District.

Because opioid antagonists are used in opioid overdose emergency situations, prior parental consent is not required before administration of an opioid antagonist.* Emergency medical services and the parents or guardians will be contacted immediately following the administration of an opioid antagonist.

The District will report naloxone use to the SD DOH on a form developed by SD DOH.

Pursuant to state law, no school district, administrator, school board member, school nurse, or designated school personnel possessing or making available opioid antagonists in accordance with state law, and no health care professional providing training in relation thereto, may be held liable for any injury or related damage that results from the administration of, the self-administration of, or the failure to administer an opioid antagonist, if such action or inaction constitutes, ordinary negligence. This immunity does not apply to an act or omission constituting gross, willful, or wanton negligence. The administration of an opioid antagonist does not constitute the practice of medicine. The immunity provided pursuant to SDCL 13-34A-24 is in addition to, and not in lieu of, any other immunity provided by law.

	Huron School District #2-2	Code: GCBD-2 Professional Staff Leaves/Absences (Sick Leave/Administrators)
	Policies and Regulations	

Professional Staff Leaves/Absences
(Sick Leave/Administrators)

- A. Administrators on a 260 day contract are allowed Sixteen (16) full days of sick leave each year for a cumulative to 150 days. Sick leave will accumulate at 1.33 days per month for a total of 16 days per year.
- B. Administrators on a 210 day contract are allowed twelve (12) full days of sick leave each year for a cumulative to 140 days. Sick leave will accumulate at 1 day per month for a total of 12 days per year.
- C. Contracted *administrators* with less than a full-time contract will earn sick leave on the same schedule as regular employees; however, sick leave will accumulate on the following basis:
 - 75 to 100% contract 12 days accumulation per year
 - 50 to 74% contract 8 days accumulation per year
 - 49 to 0% contract No accumulation
- D. Administrators may borrow sick leave from the normal yearly allowance. If the contract is terminated prior to the end of the year, the following procedure will prevail: all used, but non-accumulated, days will be deducted from the last pay check.
- E. Sick leave may be taken because of personal illness, injury, or on order of a physician to remain absent due to exposure to disease or to obtain the services of a medical professional that cannot be obtained during the non-school hours. **One-half day is the minimum sick leave period.** After sick leave is exhausted, the board shall cease payment.
- F. If the disability or incapacity of the administrator to properly perform his/her duties should continue for ninety calendar days after he/she has exhausted all sick leave days, the board of education, at its option, may cancel and terminate this agreement and thereupon be released from all further obligations.
- G. After an absence from school due to sickness or illness, the administrator may be required to furnish proof of illness. This proof will be in the form of a doctor's certificate. The board of education, at its expense, may also request a physical examination of the administrator by a physician designated by the board. The decision of the school physician shall be final.
- H. Each administrator on a 260 day contract will be paid \$60.00 (sixty dollars) per day for each day of earned accumulated sick leave that is eligible for carryover, a maximum of 150 days, when they end employment.
- I. Each administrator on a 210 day contract will be paid \$60.00 (sixty dollars) per day for each day of earned accumulated sick leave that is eligible for carryover, a maximum of 140 days, when they end employment.
- J. Ending employment may be due to retirement or resignation. Accumulated sick leave will not be paid out if the administrator is terminated or if the administrator violates their contract. Contracted administrators with less than a full-time contract will be paid for each day on a percentage basis equal to the percent of their contract when they end employment.



PROPOSAL

Huron School District
RE: 21392.06 CTE Addition
October, 2022

Dear Mr. Christopherson:

To: CC:
☐ ☒ Dan Miller
JLG Architects

Thank you for considering JLG Architects for this opportunity. Based on the information provided, we have developed the following scope of work; once accepted, we will develop a formal AIA contract that aligns with this proposal.

PROJECT DESCRIPTION

Our understanding is the project consists of an addition to the existing CTE building. This addition will include a shop, green house, and classroom space totaling roughly 35,000sf. As well as investigating options for an updated entry with collaboration space for students, site work including parking and bus drop off.

PROJECT TEAM

OWNER: Huron School District
ARCHITECT: JLG Architects
CONSULTANTS: Structural Engineer: SEA
Mechanical Engineer: Associated Consulting Engineers
Electrical Engineer: Associated Consulting Engineers

BUDGET

Conceptual Cost of Work based on recent bidding in the region: \$15,000,000

SCOPE OF WORK

As defined by Phase below.

Pre-Design

Description of work: Owner's program and scope is refined; the financial and time requirements are established. Site-related limitations are identified; requirements and general scope of the components for the Project are established. The Owner shall sign-off on this pre-design package.

- Programming to be refined by Architect/Owner
 - Based on the Owner's CTE Space Plans document
 - Refine Owner's goals and objectives
 - Build on data gathered by Owner
 - Analyze the information
 - Identify programmatic strategies/diagrams
 - Establish quantitative requirements
 - Preliminary project cost information
- Financial proformas, analyses, etc. to be completed by Owner (includes project costs)
- Help identify project delivery method (design/bid/build)
- Site visits are included in the fee
- Deliverables
 - Program document
 - Preliminary concept documents:
 - Site plan with building sf identified as well as site improvements
 - Preliminary floor plans with sf identified
 - Renderings: exterior views and interior view in shop space to showcase two story volumes with classrooms

- o Preliminary statement of probable construction cost
- o Conceptual construction phasing strategy

The following phases are not included in this proposal:

Schematic Design, Design Development, Construction Documents Phase, Contract Administration Phase

OWNER RESPONSIBILITIES

Provide necessary information in a timely manner, including, but not limited to:

- Site Control
- Project delivery determination
- Site Survey – to provide information necessary to complete project
- Soil Engineering – to provide information necessary to complete project
- Soil remediation if required
- Design feedback and direction
- Sign-off at each phase of work
- And as described in the Agreement Between Owner and Architect

COMPENSATION

Lump sum of \$14,000

SCHEDULE

Pre-design deliverables due November 24.

REIMBURSABLE EXPENSES

All final documents will be delivered electronically. Travel by JLG Architects to the site is included in the fixed compensation amount; any other travel costs will not be incurred without the Owner's prior approval. If the Owner requests JLG to provided printing of promotional materials or other similar project related expenses, JLG will invoice the Owner at direct cost.

OTHER

* The Owner shall provide professional credit for the Architect in the Owner's promotional materials for the Project and aptly credit any/all drawings, renderings and other documents by including JLG's logo or otherwise crediting JLG Architects by name in writing.

* Drawings, specifications and other documents prepared by the Architect are instruments of the Architect's service and are for the Owner's use solely with respect to this Project. The Architect shall retain all common law, statutory and other reserved rights, including the copyright. Upon completion of the Project, or termination of this Agreement by either party, the Owner's right to use the instruments of service shall cease.

Thank you for the opportunity to submit this proposal. Please do not hesitate to contact me with any questions or concerns.

Sincerely,



Catherine Dekkenga, JLG Architects

Please sign and date below to acknowledge your acceptance of this proposal.

Client:

Date