	Huron School District #2-2 Policies and Regulations	Code: GA-1(N) (4101) Certified Negotiations Written Agreement
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Certified Negotiations Written Agreement

The attached policies are those that have been negotiated and agreed upon by the Board of Education and the Huron Education Association for the school district fiscal year beginning on July 1, 2025 and ending on June 30, 2026.

These policies will be posted to the district's website within 30 days of ratification.

Should any article, section, or clause of these policies be declared illegal by a court of competent jurisdiction, then that article, section, or clause shall be deleted only to the extent that it violates the law. The remaining articles, sections, or clauses shall remain in full force and effect.

Dated this 5th day of May, 2025.

Huron Education Association Huron School District #2-2


By Elizabeth Rami
Elizabeth Rami
President/HEA

By Rodney Freeman
Rodney Freeman
School District Attorney

	Huron School District #2-2	Code: GA-2(N) Preamble to Negotiations Agreements
	Policies and Regulations	

Preamble to Negotiations Agreements

Revised
May 5, 2025
April 19, 2024
April 11, 2023
April 11, 2022
April 12, 2021
July 13, 2020
April 23, 2019
April 23, 2018
May 8, 2017
May 9, 2016
April 27, 2015
April 28, 2014
May 13, 2013
May 14, 2012
April 26, 2011
April 26, 2010
April 27, 2009
April 14, 2008
April 23, 2007
May 8, 2006
April 25, 2005
August 9, 2004
April 28, 2003
April 22, 2002
May 14, 2001
April 12, 1999
April 13, 1998
August, 1997
September, 1996
May 22, 1995
May 9, 1994
April 13, 1993
July 27, 1992
April 29, 1991
May 29, 1990
April 24, 1989
April 19, 1988
April 28, 1986
April 30, 1985
March 26, 1984
April 27, 1983
April 26, 1982
April 13, 1981


	Huron School District #2-2	Code: GA-2(N) Preamble to Negotiations Agreements
	Policies and Regulations	

April 10, 1980
April 26, 1979
April 10, 1978
April 21, 1977
April 7, 1976
April 14, 1975
May 28, 1974
July 23, 1973
May 10, 1972
April 26, 1971



Certified Negotiations 2025-2026

- | | |
|-------------------------|--|
| 1) Policy GCBC-1(N) | Health Insurance/Benefit Package |
| 2) Policy GCBA-1(N) | Professional Staff Hiring Schedule 2025-2026 |
| 3) Policy GCBA-2(N) | Extra Duty Schedule |
| 4) Policy GCA-10(N) | Career and Technical Education Director |
| 5) Policy GCA-13(N) | Activities Director |
| 6) Policy GCK-2(N) | Elementary Teacher Assignment (updated format) |
| 7) Policy GCPC (N) | Early Retirement |
| 8) Policy GCPC-2014(N) | Retirement of Professional Staff (Recruitment & Retention Incentive) |
| 9) Policy GCPC-2023(N) | Retirement of Professional Staff (Recruitment & Retention Incentive) |
| 10) Policy GCPC-2025(N) | Retirement of Professional Staff (Recruitment & Retention Incentive) |

	Huron School District #2-2	Code:
	Policies and Regulations	GCBC-1(N) Professional Staff Fringe Benefits

Professional Staff Fringe Benefits **2025-2026 Insurance**

Health Insurance

The board of education participates in a group insurance plan covering hospital, surgical, and medical costs. For each certified employee who is employed for at least 75% of a full-time contract:

- **Single Premium:** District will pay **\$ 707.40** per month; the employee pays **\$ 78.60 .**
- **Family Premium:** District will pay **\$ 1,176.60** per month; the employee will pay **\$ 784.40 .**
- **Employee + 1:** District will pay **\$ 942.00** per month; the employee pays **\$ 628.00 .**
- **Employee + Dependents:** District will pay **\$ 852.60** per month; the employee pays **\$ 568.40 .**
- If the district employs both husband and wife for at least 75% of a full-time contract, each employee will pay **\$ 78.60** per month for health insurance coverage.
- Employees on a 50% to 74% contract will receive one-half the above listed benefit contributed to the group insurance plan.
- Employees on a less than 50% contract will receive no insurance benefits from the district.
- Premium increases will take effect July 1st of each year.

Dental Insurance

The board of education participates in a group insurance plan covering dental costs. The school district will pay up to the amount of a single premium per year for each certified employee who is employed for at least 75% of a full-time contract. (If the employee chooses to include dependents in his/her plan, he/she must pay the difference in the single and the family premium.) Employees on a 50% to 74% contract will have one-half of the single premium contributed to the group dental plan. Employees on less than a 50% contract will receive no insurance benefits from the district.

Term Life Insurance

The school district will pay the cost of a single premium or a family premium on a term life insurance policy. Employees on a 50% to 74% contract will have one-half the benefit contributed on a term life insurance policy. Employees on less than a 50% contract will receive no benefits from the district.

The beneficiary amount of the policy shall be \$15,000, plus double indemnity coverage.

There shall be an Employee Insurance Group Committee composed of five (5) teachers, one board member, one administrator, one secretary, and one custodian, which shall make recommendations to the board of education relative to the group insurance carrier and coverage. Under no circumstances shall recommendations be made to the board of education to change group insurance carriers without competitive quotes having been made utilizing the school business manager's normal advertising procedure.

Activity Passes

Employees will receive an activity pass which admits the employee and significant other, and any children living in the household, who accompany the employee to the event. The pass does not admit anyone to fund-raising activities nor to SDHSAA playoff events.



Huron School District #2-2

Policies and Regulations

Code:
GCBA-1(N) Professional Staff
Hiring Schedule

Professional Staff Hiring Schedule 2025-2026

YEAR EXP	24-25	25-26	BA+15 (MA) \$2,500	MA \$5,000	ED.S \$10,000	ED.D/PH.D \$15,000
0	\$56,267	\$56,900	\$59,400	\$61,900	\$66,900	\$71,900
1	\$56,526	\$56,970	\$59,470	\$61,970	\$66,970	\$71,970
2	\$56,898	\$57,233	\$59,733	\$62,233	\$67,233	\$72,233
3	\$57,321	\$57,609	\$60,109	\$62,609	\$67,609	\$72,609
4	\$57,516	\$58,038	\$60,538	\$63,038	\$68,038	\$73,038
5	\$57,728	\$58,235	\$60,735	\$63,235	\$68,235	\$73,235
6	\$57,875	\$58,450	\$60,950	\$63,450	\$68,450	\$73,450
7	\$58,021	\$58,598	\$61,098	\$63,598	\$68,598	\$73,598
8	\$58,082	\$58,746	\$61,246	\$63,746	\$68,746	\$73,746
9	\$58,248	\$58,808	\$61,308	\$63,808	\$68,808	\$73,808
10	\$58,488	\$58,976	\$61,476	\$63,976	\$68,976	\$73,976
11	\$58,660	\$59,219	\$61,719	\$64,219	\$69,219	\$74,219
12	\$58,833	\$59,393	\$61,893	\$64,393	\$69,393	\$74,393
13	\$59,035	\$59,568	\$62,068	\$64,568	\$69,568	\$74,568
14	\$59,110	\$59,773	\$62,273	\$64,773	\$69,773	\$74,773
15	\$59,110	\$59,849	\$62,349	\$64,849	\$69,849	\$74,849
16	\$59,186	\$59,849	\$62,349	\$64,849	\$69,849	\$74,849
17	\$59,479	\$59,926	\$62,426	\$64,926	\$69,926	\$74,926
18	\$59,652	\$60,222	\$62,722	\$65,222	\$70,222	\$75,222
19	\$59,854	\$60,398	\$62,898	\$65,398	\$70,398	\$75,398
20	\$60,036	\$60,602	\$63,102	\$65,602	\$70,602	\$75,602

Note: Formula(s) for advancing hiring schedule each year:

Formula A - When raises are % of teachers pay:

Step 0 of new schedule = (% raise x .90) * Step 0 + Step 0

Step 1 of new schedule = % raise x Step 0 + Step 0

Step 2 of new schedule = % raise x Step 1 + Step 1

Step 3 of new schedule = % raise x Step 2 + Step 2

Step 4 of new schedule = % raise x Step 3 + Step 3

Formula B - When raises are flat dollar amount for each teacher:

Raise = Total \$ available for raise divide by # FTE = Flat \$ Amount per Full time Teacher

Step 0 of new schedule = (\$ raise x .90) + Step 0

Step 1 of new schedule = \$ raise + Step 0

Step 2 of new schedule = \$ raise + Step 1

Step 3 of new schedule = \$ raise + Step 2

Step 4 of new schedule = \$ raise + Step 3

Formula C - Used in 2016 to reflect Leg Ed Package - Flat rate - New teach = Raise - \$120.00

EXTRA DUTY SCHEDULE

GCBA-2 (N)

2025-2026

To determine the point value for extra duty salaries, each point will equal 1.3 percent of the extra duty base salary. The extra duty base salary represents the previous year's extra duty base salary plus the full % raise teachers received. $2025-26 = \$ 54,480$ (24-25 extra duty base) $\times 1.0125$ (1.25 % raise) = $\$ 55,161 * 1.3\% = \717 per unit. The extra duty base salary will increase at a rate equal to the average teacher salary increase. *The extra duty base salary is not the base salary on the teacher hiring schedule.*

POSITION	POINTS	SALARY 2025-26
FOOTBALL		
Varsity – Head	13	\$9,321
Varsity – Assistant	8	\$5,736
Sophomore	8	\$5,736
9 th Grade	8	\$5,736
8 th Grade	5.5	\$3,944
7 th Grade	5.5	\$3,944
BASKETBALL		
Varsity – Head	14	\$10,038
Varsity – Assistant	8	\$5,736
Sophomore	8	\$5,736
9 th Grade	8	\$5,736
7-8 th Extramural	6	\$4,302
WRESTLING		
Varsity – Head (boys & girls)	13	\$9,321
Varsity – Assistant	8	\$5,736
Middle School – Head	6	\$4,302
Middle School – Assistant	5	\$3,585
Combination MS/HS Assistant	4	\$2,868
TRACK		
Varsity – Head (boys & girls)	13	\$9,321
Varsity – Assistant	8	\$5,736
7-8 th Grade	4.5	\$3,227
CROSS COUNTRY		
Varsity – Head (boys & girls)	9	\$6,453
Varsity – Assistant	6	\$4,302
SOCCER		
Varsity – Head (boys & girls)	9	\$6,453
Varsity – Assistant	6	\$4,302
TENNIS		
Varsity	8	\$5,736
Assistant Varsity	5	\$3,585
6-8 th Grade	4	\$2,868
GOLF		
Varsity	8	\$5,736
Assistant Varsity	5	\$3,585

POSITION	POINTS	SALARY 2025-26
GYMNASTICS		
Varsity – Head	13	\$9,321
Varsity – Assistant	8	\$5,736
VOLLEYBALL		
Varsity – Head	13	\$9,321
Varsity – Assistant	8	\$5,736
9 th Grade	8	\$5,736
7-8 th Grade	6	\$4,302
CHEER/DANCE		
Head Competitive Cheer	9.5	\$6,812
Fall Sideline Advisor	2	\$1,434
Winter Sideline Advisor w/o Wrest	4.25	\$3,047
Assistant Competitive Cheer	6.5	\$4,661
Head Competitive Dance	9.5	\$6,812
Assistant Competitive Dance	6.5	\$4,661
ATHLETIC TRAINER		
Head/3 Seasons (Points per season)	8	\$5,736
Asst/3 Seasons (Points per season)	6	\$4,302
HS STUDENT SENATE	5	\$2,868
MS STUDENT SENATE	3	\$2,151
SPECIAL OLYMPICS COACH	6	\$4,302
Special Olympics Assistant Coach	4	\$2,868
COLONY TEACHERS	2.5	\$1,793
OUR HOME TEACHERS	1	\$717
STRENGTH & CONDITIONING		
Each Season	3	\$2,151
HIGH SCHOOL		
Vocal Music Director	8.5	\$6,095
Band Director	11	\$7,887
Summer Band	3	\$2,151
Marching Band Assistants	8	\$5,736
Musical Production Advisor (as needed)	4	\$2,868
Musical Orchestra Advisor (as needed)	2	\$1,434
Orchestra Director	7	\$5,019
Debate Director	13	\$9,321
Debate Assistant	8	\$5,736
One-Act Play	4	\$2,868
Assistant Director/1-Act Play	3	\$2,151
Three-Act Play	4	\$2,868
Assistant Director/3-Act Play	3	\$2,151
Oral Interp/Per Division	1.75	\$1,255
Yearbook Advisor	7	\$5,019
Newspaper Advisor	7	\$6,095
FFA Advisor	3	\$2,151
FBLA Advisor	3	\$2,151
Video Productions	3	\$2,151

POSITION	POINTS	SALARY 2025-26
Quiz Bowl Advisor	3	\$2,151
Key Club Sponsor	3	\$2,151
(½ to be paid by the district ½ to be paid by Kiwanis Club)		
National Honor Society	3	\$2,151
International Club	3	\$2,151
Pep Club	3	\$2,151
Social Media Coordinator	3	\$2,151
Prom Advisor	3	\$2,151
Huron Youth Leadership Council	3	\$2,151
(½ to be paid by the district ½ to be paid by HYLC)		
Educators Rising	3	\$2,151
HOSA	3	\$2,151
MIDDLE SCHOOL		
Band Director	6.5	\$4,661
Vocal Music Director	4.5	\$3,227
Orchestra Director	4	\$2,868
MS Play	3	\$2,151
Tiger Cub Follies	1.5	\$1,076
Oral Interp	3	\$2,151
Newspaper Advisor	2.5	\$1,793
Memory Book	2.5	\$1,793
Destination Imagination	3	\$2,151

WORK ASSIGNMENTS FOR ATHLETIC EVENTS:

Workers will be paid \$58 per session for working at varsity football, basketball, wrestling, gymnastics, volleyball, cross country, and track. Workers will be paid \$59 per session for working at "AA" district/regional, "A" and "B" regional and state tournaments in all of the above sports.

A session is defined as an event scheduled to last approximately 3 hours. Some events will count as 1/2 credit. A complete listing of events is available in the activities director's office, the business manager's office, and each building.

The work assignments for athletic events base pay will increase at a rate equal to the average teacher salary increase each year.

WORK ASSIGNMENTS FOR BENCH HELP:

Bench help, defined as main clock operator and scorers, will be paid \$61 per game for working at varsity football, basketball, wrestling, gymnastics, and volleyball.

Bench help will be paid \$67 per game for working "AA" district/regional, "A" and "B" regional tournaments in all of the above sports.

Bench help will be paid \$75 per game for working state tournaments in all of the above sports.

Bench help for cross country will be paid only for ESD, Huron Invitational, and state meets.

The work assignments for bench help base pay will increase at a rate equal to the average teacher salary increase each year.

DRIVER EDUCATION SALARY:

Salary for driver education is \$38.39 per hour. The driver education instructor's base pay will increase at a rate equal to the average teacher salary increase each year.


LONGEVITY SCHEDULE

In addition to the base extra duty allowance, the following experience schedule will apply:
(effective date - 1981-82 school year)

EXPERIENCE STEP	EXTRA ALLOWANCE
0	1.00 x extra duty salary
1	1.02 x extra duty salary
2	1.04 x extra duty salary
3	1.06 x extra duty salary
4	1.08 x extra duty salary
5	1.10 x extra duty salary
6	1.12 x extra duty salary
7	1.14 x extra duty salary
8	1.16 x extra duty salary
9	1.18 x extra duty salary
10	1.20 x extra duty salary

All extra duty assignments will start on Step 0 in 1980-81. The second year (1981-82) of experience in the particular coaching area will advance the contract to Step 1, etc. Credited experience for teachers new to the system will be at the discretion of the board of education or its designee.

Experience will apply only in the specific activity.

	Huron School District #2-2	CODE: GCA – 10 (N) CAREER AND TECHNICAL EDUCATION DIRECTOR
	Policies and Regulations	


PROFESSIONAL STAFF POSITIONS
(CAREER AND TECHNICAL EDUCATION DIRECTOR)

Appointment


1. The CTE director's position will be assigned with another administrative position.
2. The annual period of service shall be concurrent with the number of days as specified, dependent on the director's primary administrative responsibility, and may include additional time prior to the start and after the end of the school year.
3. The director's immediate supervisor is the superintendent.

Duties

1. He/she shall be responsible to the superintendent for the administration, supervision, and general progress of the CTE education programming.
2. He/she shall consult with his/her immediate supervisor before making a decision or adopting a course of action for which there is no policy or precedent.
3. He/she shall keep the staff, students, parents, superintendent, board of education, and the general public properly informed about the progress of the CTE Programs.
4. He/she shall make personnel recommendations to the superintendent relative to the employment, assignment, and dismissal of the teachers, secretaries, custodians, teacher aides, and other persons for whom the director is directly responsible.
5. He/she shall plan, develop, and maintain a comprehensive, up-to-date CTE program and shall be responsible for maintaining and improving standards of achievement under this program.
6. He/she shall establish and maintain the discipline program in the vocational school.
7. He/she shall, in cooperation with individual staff members and program advisory committees, prepare and submit to the superintendent's office the CTE program budget prior to submitting the budget to the State Division of Career and Technical Education for approval.
8. He/she shall in cooperation with his/her staff prepare and submit to the business office requisitions for supplies and equipment for all departments according to prescribed procedures and time schedules.
9. He/she shall in cooperation with the business manager be responsible for maintaining an encumbrance budget, dates of payment, and submitted reimbursement requests to the State Division of Career and Technical Education.
10. He/she shall be responsible to the business manager and the State Division of Career and Technical Education for the inventories of equipment, supplies, and curriculum.
11. He/she shall, in cooperation with the guidance counselors, maintain a beneficial CTE guidance program.

	Huron School District #2-2	CODE: GCA – 10 (N) CAREER AND TECHNICAL EDUCATION DIRECTOR
	Policies and Regulations	

12. He/she shall submit to the division of Career and Technical Education pupil accounting which shall include enrollment, special needs, cooperative earnings, termination status, and follow-up information necessary for federal reporting.
13. He/she shall in cooperation with his/her staff establish and maintain effective program advisory committees, representing local labor, business, and industry, in addition to other entities in the community which indicate an interest in the training of the students in CTE classes.
14. He/she shall in conjunction with the activities director have general charge of CTE co-curricular activities, (i.e., FFA, FHA, etc.).

	Huron School District #2-2	CODE: GCA – 13 (N) ACTIVITIES DIRECTOR
	Policies and Regulations	

PROFESSIONAL STAFF POSITIONS

(Activities Director)

Qualifications:

1. The activities director shall have had experience as a teacher in addition to the supervision and administration of school activity programs.

Appointment


1. The annual period of service shall be 260 working days.
2. The director's immediate supervisor is the superintendent.

Duties


1. He/she shall have general charge of the activities program, in conjunction with the superintendent and the building principals.
2. He/she shall have responsibility for the preparation of all activity schedules, subject to approval by the superintendent and/or appropriate principal.
3. He/she shall prepare all eligibility lists of participants and see that they are sent to the proper officials.
4. He/she shall ascertain that each middle school and high school participant has the necessary insurance.
5. He/she shall employ all officials and event workers for activity events and make arrangements for their compensation through the business office.
6. He/she shall make all travel arrangements for activity programs.
7. He/she shall be directly responsible for promptly publicizing activities in newspapers and on radio and television stations serving the Huron area.
8. He/she shall assume supervisory responsibilities as assigned by the principal-in-charge and/or the superintendent.

	Huron School District #2-2	CODE:
	Policies and Regulations	GCA – 13 (N) ACTIVITIES DIRECTOR

9. He/she or the superintendent's designee shall supervise and evaluate all coaches/sponsors in the school system and, as such, shall make annual recommendations to the superintendent as to the work of each coach/sponsor in the respective duties.
10. He/she shall generally be responsible for the purchase and inventory of all equipment and supplies for the activity program.
11. He/she shall work closely with the supervisor of buildings and grounds regarding the upkeep and maintenance of facilities.
12. He/she shall consult with the superintendent, principals, or business manager concerning a proposed action/decision for which there is no policy or precedent.
13. He/she will represent the district at Eastern South Dakota (ESD) meetings and Board of Control meetings of the South Dakota High School Activities Association (SDHSSA).
14. He/she will be a member of the sports and recreation committee of the Chamber of Commerce.
15. He/she will function in an advisory role regarding district activity booster clubs/parent-advisory groups.
16. He/she will coordinate the use of school facilities for all practices. He/she will set up arena practices.
17. He/she will be responsible for the making and printing of event programs.
18. He/she will be the tournament director for all SDHSAA sponsored state events held in Huron.
19. He/she will prepare an estimated budget, participate in budget development, operate programs within approved budget, and approve all requisitions for activities.

	Huron School District #2-2	CODE: GCA – 13 (N) ACTIVITIES DIRECTOR
	Policies and Regulations	

20. He/she is responsible for the entire operation of the arena.
21. He/she is responsible for preparation of the building for the needs of the event.
22. He/she is responsible for cleanliness of the building, repairs as needed, and addressing any malfunction that may occur.
23. He/she cooperates with the supervisor in charge of the event in all matters related to the building use.
24. He/she is responsible for securing the building at the close of the event.
25. He/she shall be present for scheduled events whenever possible. He/she shall hold the sponsoring agency responsible for proper and acceptable building utilization.
26. He/she shall provide tickets and cash box to designated supervisor.
27. He/she shall deliver the ticket manifest to the business manager the day following the event.
28. He/she shall schedule events and negotiate contracts to facilitate the needs of all patrons.
29. He/she shall make all arrangements necessary to collect arena tax and rent.


	Huron School District #2-2	CODE: GCK-2 (N) ELEMENTARY TEACHER ASSIGNMENT
	Policies and Regulations	

Elementary Teacher Assignment

If more than 25 students are in a kindergarten class, with the exclusion of special education classrooms, the district will assign a para-educator three hours per day. If more than 25 students are in a class, grades 1-3, with the exclusion of special education classrooms, the district will assign a para-educator six hours per week. If more than 27 students are in a class, grades 4-5, with the exclusion of special education classrooms, the district will assign a para-educator six hours per week.

When the class size falls below the numbers stipulated in the paragraphs above, the para-educator will remain in the classroom for a period of four weeks following that date.

Students participating in the inclusion program will be pro-rated for percentage of time spent in the regular classroom as indicated by the IEP or determined by the special education team.

	Huron School District #2-2	Code:
	Policies and Regulations	GCPC (N) Early Retirement

Retirement of Professional Staff (Early Retirement)

- A. Full-time employees, to include former full-time, continuing contract teachers who have been reduced to part-time status at the request of the board of education, electing retirement may avail themselves of the following program if they meet the requirements as outlined below:

RETIREMENT AGE	CONSECUTIVE YEARS OF FULL-TIME SERVICE IN A CERTIFIED POSITION IN THE HURON PUBLIC SCHOOLS REQUIRED	SALARY PAID TO INDIVIDUAL TEACHER
55-65	15	75 PERCENT

- B. Retirement payment will be based on the employee's contractual salary, excluding extra duty, career recognition, etc., he/she is receiving during his/her last full year of employment. In the case of employees reduced by the board of education to less than full time, payments will be based on the full-time contractual salary.


In order to qualify for early retirement benefits, and except as noted in paragraph (E), the employee must have completed a minimum of fifteen (15) years of full-time consecutive service (as defined above) to the district while at the same time reaching age 55-65 simultaneously, and the employee must have completed his/her last full year of employment unless the employee is unable to complete his/her last full year of employment due to serious health/medical problems or disability in which the employee would remain eligible. Employees shall be eligible for early retirement benefits only once.

All employees reaching the retirement age factor prior to September 1 of the next school year are eligible to submit, in writing, a binding intent to elect early retirement, effective on the date that the retiring employee reaches the retirement age factor.

All retiring employees will receive the balance of their contractual salary on their last day of employment with the Huron school district.

If the employee elects retirement during the summer months, payment will be made within forty-five (45) days from the time the employee notifies the superintendent, in writing, of his/her intention to elect retirement. However, if retirement is requested during the regular school term, payment will be made the last day of employment with the Huron school district. The early retirement payment will be made to the South Dakota Retirement Special Pay Plan on behalf of the employee.

- C. Staff members who notify the superintendent prior to January 1 will have their benefits increased by 5%.
- D. Staff members who notify the superintendent January 1 through January 31 will receive regular benefits.


	Huron School District #2-2	Code: GCPC (N) Early Retirement
	Policies and Regulations	

Staff members who notify the superintendent February 1 through the last day of February will have their benefits reduced by 2%.

Staff members who notify the superintendent March 1 through March 15 will have their benefits reduced by 3%.

Staff members who notify the superintendent March 16 and thereafter will be reduced by 5%.

- E. Should the employee, who elects to receive the benefits contained herein, die before receiving all such benefits, the school district shall pay the full amount of the undistributed benefits to the deceased employee's estate within thirty (30) days of the death.
- F. The Early Retirement policy will remain in force for all current certified staff. The policy will not apply to certified staff members hired for the 2003-2004 school year and thereafter.

	Huron School District #2-2	Code:
	Policies and Regulations	GCPC-2014(N) Retirement of Professional Staff (Recruitment & Retention Incentive)

Retirement of Professional Staff (Recruitment and Retention Incentive)

- A. Full-time employees, (to include former full-time, continuing contract teachers who have been reduced to part-time status at the request of the board of education), electing retirement may qualify for the recruitment and retention incentive payment if they meet the requirements of this policy as noted in paragraph (C).
- B. The recruitment and retention incentive payment is based on the qualifying employee's contractual salary, excluding extra duty, career recognition, etc.; he/she is receiving during his/her last full year of employment, provided that the employee has been in the same pay classification for the past ten years. In the case of an employee moving up or down in classification during the previous 10 years, payments will be based on the following:
- Final annual salary x # of years at classification
plus
Final annual salary at all previous classifications x # of years in each classification, divided by 10.

In the case of employees reduced by the board of education to less than full time, payments will be based on the full-time contractual salary. The amount of the payment will be a percentage of the salary; determined by when the superintendent is given written notification of the employee's intent to retire before September 1 of the next school year. See the chart below.

Before January 1	80%
During January	75%
During February	73%
March 1-15	70%
After March 15	65%

- C. In order to qualify for the recruitment and retention incentive payment, and except as noted in paragraph (F), the employee must have completed a minimum of fifteen (15) years of full-time consecutive service (as defined above) to the district while at the same time reaching age 60-65 simultaneously, and the employee must have completed his/her last full year of employment unless the employee is unable to complete his/her last full year of employment due to serious health/medical problems or disability in which the employee would remain eligible. Employees shall be eligible for the recruitment and retention incentive payment only once.
- Employees who are not yet age 60 but will be reaching the age of 60 prior to September 1 of the next school year are eligible to submit, in writing, a binding intent to retire and take the recruitment and retention incentive payment, effective on the date that the retiring employee reaches age 60.

	Huron School District #2-2	Code: GCPC-2014(N) Retirement of Professional Staff (Recruitment & Retention Incentive)
	Policies and Regulations	

Employees reaching the age of 65 prior to September 1 of the next school year must submit, in writing, a binding intent to retire and take the recruitment and retention incentive payment, or forfeit the benefit. Any employee employed on September 1 and having reached age 65 is no longer eligible to receive the recruitment and retention incentive payment.

- D. All retiring employees will receive the balance of their contractual salary on their last day of employment with the Huron school district.
If the employee elects retirement during the summer months, payment will be made within forty-five (45) days from the time the employee submits to the superintendent, in writing, a binding intent to retire and take the recruitment and retention incentive payment. However, if retirement is requested during the regular school term, payment will be made the last day of employment with the Huron school district.
- E. The payment of this benefit will be made to the South Dakota Retirement Special Pay Plan on behalf of the employee.
- F. Should the employee, who elects to receive the benefits contained herein, die before receiving all such benefits, the school district shall pay the full amount of the undistributed benefits to the deceased employee's estate within thirty (30) days of the death.
- G. The Early Retirement policy GCPC will remain in force for all current certified staff members hired before the 2003-2004 school year who have remained continuously employed with the District.


This Policy GCPC-2014 (N) Retirement of Professional Staff (Recruitment & Retention Incentive) will remain in force for all current certified staff members hired after the 2002-2003 school year and before the 2023-2024 school year who have remained continuously employed with the District.

- H. Career Recognition / Retention Stipend
A teacher who has completed 5, 10, 15, 20, 25, 30, 35, or 40 years service in the district will receive a Career Recognition stipend. The stipend will be given only every 5th year as indicated. The provision hereinabove that permits non-continuous years of service to be used in determining the career recognition stipend is only applicable in this particular provision and shall not affect any policy that requires continuous years of service, including but not limited to, the early retirement policy.

PREVIOUS / CURRENT POLICY – PRIOR TO JULY 1, 2016 – SEE NOTE BELOW***

Certified Staff

Years of Service	Stipend
25 years of service	\$2,000
30 years of service	\$2,500
35 years of service	\$3,000
40 years of service	\$3,500

	Huron School District #2-2	Code:
	Policies and Regulations	GCPC-2014(N) Retirement of Professional Staff (Recruitment & Retention Incentive)

NEW POLICY – EFFECTIVE JULY 1, 2016

Certified Staff

Years of Service	Stipend
5 years of service	\$500
10 years of service	\$500
15 years of service	\$1,000
20 years of service	\$1,000
25 years of service	\$1,500
30 years of service	\$1,500
35 years of service	\$2,000
40 years of service	\$3,000

This policy is being changed effective July 1, 2016.

Stipends to be removed from salary/hiring schedule policies.

Stipends to be added to recruitment/retention policies.

Catch-up stipends will only be paid out on the 5 year increment dates.


A catch-up stipend is defined as the previous 5 year increment stipend.

Employees not reaching a 5 year increment do not get paid for any catch-up.

Stipend checks to be distributed at employee recognition banquet.

Stipend checks not distributed at banquet will be released June 20.

*****Any employee who will receive the 25 year stipend of \$2,000 under current policy by June 30, 2021, shall stay with the current career recognition policy.**

	Huron School District #2-2	Code: GCPC-2023(N) Retirement of Professional Staff (Recruitment & Retention Incentive)
	Policies and Regulations	

Retirement of Professional Staff (Recruitment and Retention Incentive)

- A. Full-time employees, (to include former full-time, continuing contract teachers who have been reduced to part-time status at the request of the board of education), electing retirement may qualify for the recruitment and retention incentive payment if they meet the requirements of this policy as noted in paragraph (C).
- B. The recruitment and retention incentive payment is based on the qualifying employee's contractual salary, excluding extra duty, career recognition, etc.; he/she is receiving during his/her last full year of employment, provided that the employee has been in the same pay classification for the past ten years. In the case of an employee moving up or down in classification during the previous 10 years, payments will be based on the following:
- Final annual salary x # of years at classification
plus
Final annual salary at all previous classifications x # of years in each classification, divided by 10.

In the case of employees reduced by the board of education to less than full time, payments will be based on the full-time contractual salary. The amount of the payment will be a percentage of the salary; determined by when the superintendent is given written notification of the employee's intent to retire before September 1 of the next school year. See the chart below.

Before January 1	80%
During January	75%
During February	73%
March 1-15	70%
After March 15	65%

- C. In order to qualify for the recruitment and retention incentive payment, and except as noted in paragraph (F), the employee must have completed a minimum of fifteen (15) years of full-time consecutive service (as defined above) to the district while at the same time reaching age 62-65 simultaneously, and the employee must have completed his/her last full year of employment unless the employee is unable to complete his/her last full year of employment due to serious health/medical problems or disability in which the employee would remain eligible. Employees shall be eligible for the recruitment and retention incentive payment only once.
- Employees who are not yet age 62 but will be reaching the age of 62 prior to September 1 of the next school year are eligible to submit, in writing, a binding intent to retire and take the recruitment and retention incentive payment, effective on the date that the retiring employee reaches age 62.

	Huron School District #2-2	Code: GCPC-2023(N) Retirement of Professional Staff (Recruitment & Retention Incentive)
	Policies and Regulations	

Employees reaching the age of 65 prior to September 1 of the next school year must submit, in writing, a binding intent to retire and take the recruitment and retention incentive payment, or forfeit the benefit. Any employee employed on September 1 and having reached age 65 is no longer eligible to receive the recruitment and retention incentive payment.

- D. All retiring employees will receive the balance of their contractual salary on their last day of employment with the Huron school district.

If the employee elects retirement during the summer months, payment will be made within forty-five (45) days from the time the employee submits to the superintendent, in writing, a binding intent to retire and take the recruitment and retention incentive payment. However, if retirement is requested during the regular school term, payment will be made the last day of employment with the Huron school district.

- E. The payment of this benefit will be made to the South Dakota Retirement Special Pay Plan on behalf of the employee.
- F. Should the employee, who elects to receive the benefits contained herein, die before receiving all such benefits, the school district shall pay the full amount of the undistributed benefits to the deceased employee's estate within thirty (30) days of the death.
- G. The Early Retirement policy GCPC will remain in force for all current certified staff members hired before the 2003-2004 school year who have remained continuously employed with the District.

Policy GCPC-2014 (N) Retirement of Professional Staff (Recruitment & Retention Incentive) will remain in force for all current certified staff members hired after the 2002-2003 school year and before the 2023-2024 school year who have remained continuously employed with the District.

This Policy GCPC-2023 (N) Retirement of Professional Staff (Recruitment & Retention Incentive) will remain in force for all current certified staff members hired after the 2022-2023 school year and before the 2025-2026 school year who have remained continuously employed with the District.


- H. Career Recognition / Retention Stipend

A teacher who has completed 5, 10, 15, 20, 25, 30, 35, or 40 years service in the district will receive a Career Recognition stipend. The stipend will be given only every 5th year as indicated. The provision hereinabove that permits non-continuous years of service to be used in determining the career recognition stipend is only applicable in this particular provision and shall not affect any policy that requires continuous years of service, including but not limited to, the early retirement policy.

POLICY – EFFECTIVE JULY 1, 2023


Certified Staff

Years of Service	Stipend
5 years of service	\$500
10 years of service	\$500
15 years of service	\$1,000
20 years of service	\$1,000

	Huron School District #2-2	Code:
	Policies and Regulations	GCPC-2023(N) Retirement of Professional Staff (Recruitment & Retention Incentive)

25 years of service	\$1,500
30 years of service	\$1,500
35 years of service	\$2,000
40 years of service	\$3,000

Stipend checks to be distributed at employee recognition banquet.
Stipend checks not distributed at banquet will be released June 20.

	Huron School District #2-2	Code: GCPC-2025(N) Retirement of Professional Staff (Recruitment & Retention Incentive)
	Policies and Regulations	


Retirement of Professional Staff (Recruitment and Retention Incentive)

- A. Full-time employees, (to include former full-time, continuing contract teachers who have been reduced to part-time status at the request of the board of education), electing retirement may qualify for the recruitment and retention incentive payment if they meet the requirements of this policy as noted in paragraph (C).
- B. The recruitment and retention incentive payment is based on the qualifying employee's contractual salary, excluding extra duty, career recognition, etc.; he/she is receiving during his/her last full year of employment, provided that the employee has been in the same pay classification for the past ten years. In the case of an employee moving up or down in classification during the previous 10 years, payments will be based on the following:
- Final annual salary x # of years at classification
plus
Final annual salary at all previous classifications x # of years in each classification, divided by 10.

In the case of employees reduced by the board of education to less than full time, payments will be based on the full-time contractual salary. The amount of the payment will be a percentage of the salary; determined by when the superintendent is given written notification of the employee's intent to retire before September 1 of the next school year. See the chart below.

Before January 1	80%
During January	75%
During February	73%
March 1-15	70%
After March 15	65%

- C. In order to qualify for the recruitment and retention incentive payment, and except as noted in paragraph (F), the employee must have completed a minimum of fifteen (15) years of full-time consecutive service (as defined above) to the district while at the same time reaching age 63-65 simultaneously, and the employee must have completed his/her last full year of employment unless the employee is unable to complete his/her last full year of employment due to serious health/medical problems or disability in which the employee would remain eligible. Employees shall be eligible for the recruitment and retention incentive payment only once.
- Employees who are not yet age 62 but will be reaching the age of 63 prior to September 1 of the next school year are eligible to submit, in writing, a binding intent to retire and take the recruitment and retention incentive payment, effective on the date that the retiring employee reaches age 63.

	Huron School District #2-2	Code: GCPC-2025(N) Retirement of Professional Staff (Recruitment & Retention Incentive)
	Policies and Regulations	

Employees reaching the age of 65 prior to September 1 of the next school year must submit, in writing, a binding intent to retire and take the recruitment and retention incentive payment, or forfeit the benefit. Any employee employed on September 1 and having reached age 65 is no longer eligible to receive the recruitment and retention incentive payment.

- D. All retiring employees will receive the balance of their contractual salary on their last day of employment with the Huron school district.

If the employee elects retirement during the summer months, payment will be made within forty-five (45) days from the time the employee submits to the superintendent, in writing, a binding intent to retire and take the recruitment and retention incentive payment. However, if retirement is requested during the regular school term, payment will be made the last day of employment with the Huron school district.

- E. The payment of this benefit will be made to the South Dakota Retirement Special Pay Plan on behalf of the employee.
- F. Should the employee, who elects to receive the benefits contained herein, die before receiving all such benefits, the school district shall pay the full amount of the undistributed benefits to the deceased employee's estate within thirty (30) days of the death.
- G. The Early Retirement policy GCPC will remain in force for all current certified staff members hired before the 2003-2004 school year who have remained continuously employed with the District.


Policy GCPC-2014 (N) Retirement of Professional Staff (Recruitment & Retention Incentive) will remain in force for all current certified staff members hired after the 2002-2003 school year and before the 2023-2024 school year who have remained continuously employed with the District.

This Policy GCPC-2023 (N) Retirement of Professional Staff (Recruitment & Retention Incentive) will remain in force for all current certified staff members hired after the 2022-2023 school year and before the 2025-2026 school year who have remained continuously employed with the District.

This Policy GCPC-2025 (N) Retirement of Professional Staff (Recruitment & Retention Incentive) will remain in force for all current certified staff members hired after the 2024-2025 school year who have remained continuously employed with the District.

- H. Career Recognition / Retention Stipend

A teacher who has completed 5, 10, 15, 20, 25, 30, 35, or 40 years service in the district will receive a Career Recognition stipend. The stipend will be given only every 5th year as indicated. The provision hereinabove that permits non-continuous years of service to be used in determining the career recognition stipend is only applicable in this particular provision and shall not affect any policy that requires continuous years of service, including but not limited to, the early retirement policy.

	Huron School District #2-2	Code: GCPC-2025(N) Retirement of Professional Staff (Recruitment & Retention Incentive)
	Policies and Regulations	

POLICY – EFFECTIVE JULY 1, 2023

Certified Staff

Years of Service	Stipend
5 years of service	\$500
10 years of service	\$500
15 years of service	\$1,000
20 years of service	\$1,000
25 years of service	\$1,500
30 years of service	\$1,500
35 years of service	\$2,000
40 years of service	\$3,000

Stipend checks to be distributed at employee recognition banquet.
Stipend checks not distributed at banquet will be released June 20.