

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, May 22, 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**

May 29	Memorial Day Holiday
June 1	Last Day of School
June 7-23	ESL Summer School for Grades K-7 (June 7-8, 12-15, & 20-23 / 7:45am-1:00pm)
June 12	Board of Education Meeting – 5:30pm – IPC
June 20	ESY for Early Childhood-HS (June 20-23, 26-29, July 10-13, 17-20 / 8:00am-12:00pm)
June 26	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) **Consideration and Approval of Bills**
 - b) **Approval of New Hires to the District**

Classified personnel, substitute teachers, classroom aides, Board Members, and volunteers must be approved in order to be covered by our workers' compensation plan.

 - 1) Nallely Avila/Substitute Teacher - \$160 per day/Substitute Para-Educator - \$19.16 per hour
 - 2) Lyric Ollervidez/Substitute Teacher - \$160 per day/Substitute Para-Educator - \$19.16 per hour
 - 3) Mary Dooley/Food Service-HS Lunch Prep/Cook/\$18.56 per hour
 - c) **Resignations for Board Approval**
 - 1) Terry Rotert/Activities Director-Arena Manager/33 years (end of 2023-2024)
 - 2) Lindsey Boomsma/SPED Para Educator-Washington/2 years
 - 3) Courtney Scofield/SPED Para Educator-Middle School/3 years
 - d) **Contracts for Board Approval**
 - 1)
 - e) **Request by the Class of 1963 (Represented by John Schulte) to use a school bus September 8 & 9, 2023 to transport reunion attendees on a tour of**

Huron. The group will pay \$60 per day plus hourly rate of the bus driver

(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:

- **Congratulations to the Employees of the Year as announced at the Employee Recognition Banquet held Wednesday, May 10th:**
 - Classified** – Janet Johnsen and Willie Williams
 - Professional Support Staff** – Akina Decker – and Finalists Lisa McCarty and Stephanie Vaitohi
 - Elementary Teacher** – Stacey Westby – and Finalists April Ahlers and Nicolle Mudge
 - Middle School Teacher** – Joel Bergeson – and Finalists Tammy Barnes and Brittany McClanahan
 - High School Teacher** – Beth Neitzert – and Finalists Samantha Kruse and Wade Stobbs
- **Congratulations and Best wishes to all of our 2023 Retirees:** Karla Sawvell, Teresa Smith, Kathy Kempf, Brenda Snyder, Lisa McCarty, Barb Myhre, Kelly Rotert
- **Michelle Chase** for winning the Regional American Legion Teacher of the Year
- **Laury Kue Say (12 gr), Say Poe (8 gr)** for earning All ESD Boys Tennis
- **Boys Tennis ESD Placings:**
 - Flight 3 Doubles **Laury Kue Say (12 gr) & Say Poe (8 gr)** 2nd place
 - Flight 4 Singles **Lah Doh Soe (11 gr)** Consolation Champion
 - Flight 6 Singles **Matthew Thin (8 gr)** Consolation Champion
- Congratulations to the senior student-athletes who received the following awards at the **Athletic Awards Program** on May 10th.
 - Isabelle Ellwein, Heavan Gainey, Dylan Lichty, Reilyn Zavesky** - H-Club Scholarship Award
 - Bryn Huber** - Sandi Schaffer Memorial Award
 - EhLer Klay** - Dale Westberg Memorial Award
 - Reilyn Zavesky** - Dennis Busch Memorial Award
 - Dylan Lichty** - Male Athlete of the Year
 - Bryn Huber** - Female Athlete of the Year
 - Heavan Gainey, Aiden Glanzer, Bryn Huber, Dylan Lichty, Cole Ochsner, Katelyn Radke, Kenedee Rowen** - Three Sport Award
 - Tyson Ruth, Kristen Janes** - Mark Wendelgass Tiger Roar Scholarship Award
- **The following student-athletes earned ESD All Conference honors last Saturday: Brynn Gose (12 gr), Hylton Heinz (9 gr), Cameron Ruth (10 gr), Quenton Walls (12 gr), Bryan Ramirez (11 gr), Landon Hulst (9 gr), Dylan Lichty (12 gr), Cheech Harman (12 gr)**
- **Allison Raschke (SLPA Buchanan)** for her recent engagement to fiancé, CJ Slepikas
- **Kyle Johnson (teacher, Madison)** and wife Brenda on the birth of their baby boy. Crew Ricardo was born on May 14.
- **the Boys Tennis Team for their 3rd Consecutive Team Sportsmanship Award**

& 4th Place in Team Standings at the State Tennis Tournament

- the following Boys Tennis athletes recently placed at State Tournament:
Hay Klu Moo Taw (12 gr) – 5th Place, Flight 1 Singles
Dah Christ Moo (11 gr) – 2nd Place, Flight 2 Singles
Lah Doh Soe (11 gr) – 4th Place, Flight 4 Singles
Say Poe (8 gr) – 4th Place, Flight 5 Singles
Matthew Thin (8 gr) – 2nd Place, Flight 6 Singles
Hay Klu Moo Taw (12 gr) & Dah Christ Moo (11 gr) – 3rd Place, Flight 1
Doubles
Hser Wah (11 gr) & Lah Doh Soe (11 gr) – 4th Place, Flight 2 Doubles
Say Poe (8 gr) & Lauy Kue Say (12 gr) – 3rd place, Flight 3 Doubles
- Dah Christ Moo (11 gr) & Hay Klu Moo Taw (12 gr) – All Tournament Team, Boys Tennis State Tournament
- Earning Academic All State for Boys Tennis: Lauy Kue Say (12 gr), Ta Kler (12 gr), Sergio Torres (12 gr)

Thank You to:

- Various businesses in town who have donated donuts, specialty items, coupons to our teachers for Teacher Appreciation Week

10. REPORTS TO THE BOARD

- a) ESL Program – Jolene Konechne
- b) Superintendent's Report

11. OLD BUSINESS

- a) Ratify Classified Staff Negotiations

12. NEW BUSINESS

- a) Other Hourly Wage Rates for 2023-2024
- b) Proposal from RSP & Associates for Enrollment Analysis

13. EXECUTIVE SESSION

- 1-25-2 Executive or closed meetings may be held for the sole purposes of:
(4) Preparing for contract negotiations or negotiating with employees or employee representatives.

14. ADJOURNMENT

<u>Vendor Name</u>		<u>Vendor Description</u>	<u>Amount</u>
Checking	1		
Checking	1	Fund: 10 GENERAL FUND	
ABRA - IVERSON AUTO MITCHELL			7,498.96
CAPITAL ONE		SUPPLIES	29.71
COBORN'S INC		SUPPLIES	791.32
CORPORATE TRANSLATION SERVICES, INC.		PROF SVC	2.96
DAKOTA POTTERS SUPPLY		SUPPLIES	598.75
DEMCO INC		SUPPLIES	170.09
DICK BLICK COMPANY		SUPPLIES	74.70
ESTES INDUSTRIES		SUPPLIES	355.90
FOLLETT CONTENT SOLUTIONS LLC		SUPPLIES	93.12
FOREMAN SALES & SERVICE, INC.		SUPPLIES	1,289.70
HARLOW'S BUS SALES, INC.		VEHICLES	70.81
HARVE'S SPORT SHOP		SUPPLIES	795.00
HAUFF MID-AMERICA SPORTS INC		SUPPLIES	1,456.65
HOLY TRINITY CATHOLIC SCHOOL		PROF SVC	112.50
HURON AREA CENTER FOR INDEPENDENCE, INC.		PROF SVC	536.10
HURON EVENT CENTER		EVENT	7,584.47
HURON REGIONAL MEDICAL CENTER		PROF SVC	80.00
HURON SCHOOL NUTRITION PROGRAM		SUPPLIES	138.79
INSPIRE LEARNING SOLUTIONS LLC		PROF SVC	605.06
INSTRUMENTALIST AWARDS LLC		SUPPLIES	76.00
JAMES VALLEY CHRISTIAN SCHOOL		PROF SVC	45.00
JOSTENS		SUPPLIES	2,509.05
LEARNING WITHOUT TEARS		SUPPLIES	821.70
MG OIL COMPANY		SUPPLIES	12,555.61
MIDCONTINENT COMMUNICATIONS		COMMUNICATIONS	910.52
MIDWEST SPORTS		SUPPLIES	449.90
MT CALVARY LUTHERAN PRESCHOOL		PROF SVC	127.50
NORTHWESTERN ENERGY		UTILITIES	33,285.91
OFFICE EQUIPMENT SERVICE		SUPPLIES	62.00
OFFICE PEEPS		SUPPLIES	518.51
OTC BRANDS INC.		SUPPLIES	85.92
PHIL BAKER MUSIC		PROF SVC	600.00
PLANK ROAD PUBLISHING		SUPPLIES	152.45
PLAYSCRIPTS INC.		SUPPLIES	16.99
POPPLERS MUSIC INC.		SUPPLIES	123.95
PREMIER EQUIPMENT		SUPPLIES	653.95
SADDLEBACK EDUCATIONAL INC.		SUPPLIES	985.43
SCHOOL SPECIALTY LLC		SUPPLIES	3,040.00
SD FEDERAL PROPERTY		SUPPLIES	550.00
SDN COMMUNICATIONS		COMMUNICATIONS	922.32
SIGNATURE PLUS		SUPPLIES	47.50
STAPLES		SUPPLIES	1,205.92
US BANK VOYAGER FLEET SYSTEMS		SUPPLIES	146.43
Fund Total:			82,177.15
Checking	1	Fund: 21 CAPITAL OUTLAY FUND	

<u>Vendor Name</u>	<u>Vendor Description</u>	<u>Amount</u>		
CLIMATE SYSTEMS, INC.	SUPPLIES	130,612.48		
CONNECTING POINT	SUPPLIES	834.90		
ULINE	SUPPLIES	7,301.79		
	Fund Total:			138,749.17

Checking	1	Fund: 22	SPECIAL EDUCATION FUND		
CHILDREN'S HOME SOCIETY		PROF SVC		2,708.11	
CORPORATE TRANSLATION SERVICES, INC.		PROF SVC		14.14	
OFFICE PEEPS		SUPPLIES		149.45	
PEARSON ASSESSMENT		SUPPLIES		2,606.31	
		Fund Total:			5,478.01
		Checking Account Total:			226,404.33

<u>Checking</u>	<u>4</u>				
Checking	4	Fund: 51	SCHOOL NUTRITION FUND		
GENERAL PARTS, INC.		REPAIR/MAINTENANCE		465.22	
MG OIL COMPANY		SUPPLIES		201.14	
SNASD		CONFERENCE/CONVENTION		1,240.00	
		Fund Total:			1,906.36
		Checking Account Total:			1,906.36



HURON SCHOOL DISTRICT 2-2

150 - 5th Street SW
PO Box 949
Huron, SD 57350-0949

Activities Office
(605) 353-6970
FAX (605) 353-6973

Terry Rotert, CAA
Activities Director/ Arena Manager
Terry.Rotert@k12.sd.us

May 5, 2023

Dr. Steinhoff and Huron School Board,

I am writing this to inform you I have decided to retire after the 2023-24 school year. June 30, 2024 will end my 33 year run in Huron, in which I spent 17 years as a classroom teacher/coach and 16 years as Activities Director/ Arena Manager. I feel it is time for me to hit the "reset" button and move on.

When I came to Huron, I had no intention of being here until retirement. The plan was to spend a few years in Huron and go back to Sioux Falls. As every year passed by, it became harder to leave. Huron is a great community with an outstanding school district. Our two daughters received a great education, which has set them up with their current success they are now experiencing.

Serving the student-athletes for 37 years has brought many memories that I will cherish forever. The impact educators make on students is powerful and I am proud to say I had that opportunity for the 37 years. Hosting 32 state events for the Huron School District is one of my proudest accomplishments.

I will continue to promote Huron and work hard for our student-athletes during my last year. My work ethic over the next 13-14 months will not diminish.

I wish the Huron School District all the best in your search for a replacement and I will do whatever I can to help in the transition.

Sincerely,



Terry Rotert

Halbkat, Darla

Subject: FW: Paystubs

-----Original Message-----

From: Boomsma, Lindsey <Lindsey.Boomsma@kl2.sd.us>

Sent: Wednesday, May 17, 2023 8:57 AM

To: Neuharth, Ashley (Huron) <Ashley.Neuharth@kl2.sd.us>

Subject: Paystubs

I will be no longer a employee of the school district as of the last day of school, I'm finishing the year then taking another position.

If there's anything i need to do on your side or whatever let me know.

Lindsey Boomsma

Sent from my iPad

Halbkat, Darla

From: Schilling, Ralyna
Sent: Wednesday, May 17, 2023 1:35 PM
To: Halbkat, Darla; Vanberkum, Suzie
Subject: Fwd: Resignation

Ralyna Schilling

Begin forwarded message:

From: "Scofield, Courtney" <Courtney.Scofield@k12.sd.us>
Date: May 17, 2023 at 1:34:25 PM CDT
To: "Hudson, Lyndi M" <Lyndi.Hudson@k12.sd.us>, "Willemssen, Laura L" <Laura.Willemssen@k12.sd.us>, "Schilling, Ralyna" <Ralyna.Schilling@k12.sd.us>
Cc: "Katzenberger, Amanda" <Amanda.Katzenberger@k12.sd.us>
Subject: Resignation

On May 17, 2023 I am putting in my resignation for end of the school year as I took another job starting June 5. Working here, I have learned so much. It was challenging some days, but also very rewarding. Thank you for the opportunity the last 3 years!

Courtney Scofield
DLC Middle School Para

CONFIDENTIALITY NOTICE: This e-mail communication and any attachments may contain confidential and privileged information for the use of the designated recipients name above. If you are not the intended recipient, you are hereby notified that you have received this communication in error and that any review, disclosure, dissemination, distribution or copying of it or its contents is prohibited. If you have received this communication in error, please notify me immediately by replying to this message and deleting it from your computer. Thank you.

May 2023

Huron School District Board of Education
PO Box 949
Huron, SD 57350

To whom it may concern,

The Class of 1963 requests a small bus to be used on September 8 & 9 to tour Huron during our 60th Year Class Reunion weekend. We'd like to tour the following locations as a group:

Catholic School & Church are on 5th St SE

Huron Airport

Golf Courses

Houses at North Ravine Lake

Turkey Plant

High School & Middle School

Fair Grounds

We don't need to stop at any of the locations.

The times/dates we would like to be driven as a group are:

Sept 8 @12:00pm & 2:00pm

Sept 9 @12:00pm & 2:00pm

Is this a possibility? I understand our group will be responsible for \$60 a day for the bus and the hourly rate for the time the bus driver is utilized.

Sincerely,

A handwritten signature in black ink, appearing to read "John P. Schulte". The signature is written in a cursive style with a large initial "J" and "P".

John P. Schulte

Good News Report - ESL

May 22, 2023

Jolene Konechne, Director of ESL

ESL Student Counts / Yearly Comparison

SCHOOL YEAR	ESL STUDENTS	1 ST YEAR IN THE COUNTRY
2009-10	297	25
2010-11	426	65
2011-12	532	70
2012-13	664	78
2013-14	684	77
2014-15	738	100
2015-16	729	74
2016-17	736	44
2017-18	810	55
2018-19	821	27
2019-20	914	60
2020-21	920	30
2021-22	960	101
2022-23	976	96

ESL Student Information		First Year In the Country	
Buchanan <ul style="list-style-type: none">K - 1161st - 105	221	Guatemala	45
		Thailand	6
Madison <ul style="list-style-type: none">2nd - 883rd - 114	202	India	1
		Nicaragua	3
Washington <ul style="list-style-type: none">4th - 925th -74	166	Cuba	1
		Peru	4
Middle School <ul style="list-style-type: none">6th - 637th - 658th - 44	172	Northern Mariana Islands	1
		Honduras	2
High School <ul style="list-style-type: none">9th - 6610th - 6411th - 2612th - 28	179	Puerto Rico	3
		El Salvador	3
		United States	2
Huron Colony	17	Venezuela	1
Riverside Colony	14	Vietnam	21
		Mexico	3

Halbkat, Darla

Subject: FW: 2023-2024 Classified Negotiation Schedule - May 16

From: Hirsch Korn, Dean <Dean.Hirsch Korn@k12.sd.us>

Sent: Wednesday, May 17, 2023 2:31 PM

To: Halbkat, Darla <Darla.Halbkat@k12.sd.us>

Subject: Re: 2023-2024 Classified Negotiation Schedule - May 16

Building, ground and custodial accept the boards offer.

Dean Hirsch Korn

Huron Middle School

Custodian

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



Ashley Neuharth

Payroll

150 5th St. SW

Huron, SD 57350

P: (605) 353-6995

F: (605) 353-6994

ashley.neuharth@k12.sd.us

May 17, 2023

To Superintendent Steinhoff and the Huron School Board Members:

As representatives of the Class I Classified employees, we gladly accept the terms of our negotiation meeting which was held on May 16, 2023.

1. Continued board contribution to our health insurance benefits as it was last year.
2. Salary increase of 7% + additional \$0.40.
3. Increase of payout for sick leave to \$80/day
4. Increase of payout for STL to \$160/day.

Again, we want to convey our entire group's gratitude and appreciation for your generosity.

 
Tiffany Nelson and Ashley Neuharth

Halbkat, Darla

From: Davis, Vicky
Sent: Wednesday, May 17, 2023 11:40 AM
To: Halbkat, Darla
Subject: Negotiations

Hello Darla

The Food Service Staff will absolutely accept our offer with many thanks!

Vicky Davis
School Nutrition Office



CONFIDENTIALITY NOTICE: This e-mail communication, including any attachments, is intended solely for the use of the designated recipient above and may contain confidential and privileged information. If you are not the intended recipient (or authorized to receive for the recipient), you are hereby notified that any review, disclosure, dissemination, distribution, or copying of this communication is strictly prohibited. If you have received this communication in error, please contact the sender by reply e-mail and destroy all copies of this communication and any attachments.

Halbkat, Darla

From: Reilly, Quinn
Sent: Wednesday, May 17, 2023 3:20 PM
To: Halbkat, Darla
Cc: Hoffman, Nakita; Kremer, Chantelle
Subject: Acceptance

The Therapy Assistants have accepted the board's proposal.

Thank You,

Quinn Reilly, COTA
Huron School District 2-2
Quinn.Reilly@k12.sd.us
719-352-6911



SCHOOL DISTRICT

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



May 18, 2023

Dr. Kraig Steinhoff
Mr. Kelly Christopherson
Huron School Board
150 5th St SW
Huron, SD 57350

Dear Dr. Steinhoff, Mr. Christopherson and School Board Members:

On behalf of the Class AAA Administrative Assistants, we would like to thank the Huron School Board for the opportunity to negotiate for the 2023-2024 school year.

We would like to accept the package offered this year as presented in the negotiations and thank the School Board for their generosity. We are very grateful and appreciative for the changes made.

Again, thank you very much.

Sincerely,

Angie Boetel,
Madison 2-3 Center

Cindi Williams
Buchanan K-1 Center

Halbkat, Darla

Subject: FW: 2023-2024 Classified Negotiation Schedule - May 16

From: McLaury, Ann <Ann.McLaury@k12.sd.us>

Sent: Wednesday, May 17, 2023 3:11 PM

To: Halbkat, Darla <Darla.Halbkat@k12.sd.us>

Subject: Re: 2023-2024 Classified Negotiation Schedule - May 16

The Instructional Aides group accepts the offer for the 23-24 school year. Thank you to the School Board, Dr. Steinhoff, and Mr. Christopherson for the generous offer and we look forward to next year.

Ann McLaury, Peggy Harkness, MaKiah Schweigert, Madison Vaudrin

Sent from my iPad

Halbkat, Darla

From: Maras, Joyce
Sent: Wednesday, May 17, 2023 1:22 PM
To: Halbkat, Darla
Cc: Moser, Lona; Podhradsky, Peggy; Dornacher, Kayleen; Winter, Dayna; Simmons, Ethan
Subject: Acceptance of negotiation terms

We would like to thank the School Board, Dr. Steinhof, and Mr. Christopherson for the generous wage/benefit we were offered for the 23/24 school year.

We **accept** the offer, and are all looking forward to next year!

Thank again.

Joyce Maras


Washington 4-5 Center- Library

Huron School District 2-2

ph 605-353-7895

To make a difference in someone's life, you don't have to be brilliant, rich, beautiful, or perfect. You just have to care. Snoopy

CONFIDENTIALITY NOTICE: This e-mail communication and any attachments may contain confidential and privileged information for the use of the designated recipients name above. If you are not the intended recipient, you are hereby notified that you have received this communication in error and that any review, disclosure, dissemination, distribution or copying of it or its contents is prohibited. If you have received this communication in error, please notify me immediately by replying to this message and deleting it from your computer. Thank you for your cooperation.

	Huron School District #2-2	Code:
	Policies and Regulations	GDBC-1(N) Support Staff Fringe Benefits – Insurance

Support Staff Fringe Benefits – Insurance
2023-2024

Health Insurance - Class I

The Board of Education participates in a group insurance plan covering hospital, surgical, and medical costs. For each Class I employee, the school district will pay \$686.70 per month (90%) for a single premium and the employee will pay \$76.30 per month (10%). The school district will pay \$914.40 per month (60%) for an employee + spouse premium and the employee will pay \$609.60 per month (40%). The school district will pay \$1142.40 per month (60%) for a family premium and the employee will pay \$761.60 per month (40%). The school district will pay \$827.40 per month (60%) for an employee + dependents premium and the employee will pay \$551.60 per month (40%).

Health Insurance - Class II

➤ **6-8 Hours Per Day**

The Board of Education participates in a group insurance plan covering hospital, surgical, and medical costs. For each Class II employee who is employed for at least 6-8 hours per day, the school district will pay \$610.40 per month (80%) for a single premium and the employee will pay \$152.60 per month (20%). The school district will pay \$777.24 per month (51%) for an employee + spouse premium and the employee will pay \$746.76 per month (49%). The school district will pay \$703.29 per month (51%) for an employee + dependents premium and the employee will pay \$675.71 per month (49%). The school district will pay \$971.04 per month (51%) for a family premium and the employee will pay \$932.96 per month (49%).

➤ **4-6 Hours Per Day**

The Board of Education participates in a group insurance plan covering hospital, surgical, and medical costs. For each Class II employee who is employed for at least 4-6 hours per day, the school district will pay \$419.65 per month (55%) for a single premium and the employee will pay \$343.35 per month (45%). The school district will pay \$599.54 per month (39.34%) for an employee + spouse premium and the employee will pay \$924.46 per month (60.66%). The school district will pay \$542.50 per month (39.34%) for an employee + dependents premium and the employee will pay \$836.50 per month (60.66%). The school district will pay \$749.03 per month (39.34%) for a family premium and the employee will pay \$1,154.97 per month (60.66%).

For Class I and Class II employees, if the district employs both spouses and both spouses qualify for the district's health insurance benefit, the school district will pay up to the qualifying contribution for family insurance for each spouse. Each spouse will pay 50% of the remaining premium balance or \$76.30 per month (10%), whichever is higher.

Health Insurance - Class III & IV

Do not qualify according to the master insurance policy.

Dental Insurance – Class I

The school district will pay the cost of a single premium on a group insurance plan covering dental costs for all Class I employees. The Class I employees are eligible to purchase family or two-party dental insurance at the employee's expense.


Term Life Insurance - Class I (Full-time Personnel)

The school district will pay the cost of a single premium or family premium on a term life insurance policy. The beneficiary amount of the policy shall be \$15,000 plus double indemnity coverage.

Term Life Insurance – Class II

The school district will pay the cost of a single premium or family premium on a term life insurance policy for those Class II employees who work 20 hours per week, 9 months per year.

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.

	Huron School District #2-2	Code: GDBD-1(N) Support Staff Leaves & Absences Sick Leave Plan/Class I
	Policies and Regulations	

SUPPORT STAFF LEAVES AND ABSENCES

SICK LEAVE PLAN/CLASS I

1. 96 hours of sick leave for the first year in the Huron school system and 96 hours of sick leave for each succeeding year cumulative to 960 hours shall be allowed every Class I employee without deduction in pay for the sick leave period to which the Class I employees are entitled.

Sick leave will accumulate on the following schedule. On the first day of term of employment, each Class I employee will be granted 8 hours sick leave. At the end of each calendar month, he/she will be granted 8 additional hours until he/she has earned 96 hours.

Class I employees may borrow sick leave from the normal yearly allowance, if employment is terminated prior to the end of the employment term, the following procedure will prevail; all used, but non-accumulated hours will be deducted from the last pay check at the normal hourly rate. (Number of yearly working hours divided into the agreed base salary.)

Examples of cumulative days:


1st year – 96 hours total	6th year – 576 hours total
2nd year – 192 hours total	7th year – 672 hours total
3rd year – 288 hours total	8th year – 768 hours total
4th year – 384 hours total	9th year – 864 hours total
5th year – 480 hours total	10th year – 960 hours total

2. 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-quarter hour is the minimum sick leave period.
3. **Doctor's Certificate Clause**
After an absence from school due to sickness or illness, the employee 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 employee by a physician designated by the board. The decision of the school physician shall be final.

Additional Sick Leave Benefit:

4. Class I employees will establish a system of requesting/donating sick leave hours.


A Class I employee who is diagnosed with a serious, life-threatening illness that will require him/her to use all of his/her sick leave, vacation, and short term leave days may appeal to the Class I employee group for an individual donation of up to 16 hours of sick leave per fiscal year from each group member. However, no more than 16 hours of sick leave may be donated by any Class I employee during any fiscal year. This limitation is not applicable to vacation days. This appeal will be made either by email or written request and sent to each employee in

	Huron School District #2-2	Code: GDBD-1(N)
	Policies and Regulations	Support Staff Leaves & Absences Sick Leave Plan/Class I

the group. A list of Class I employees can be obtained from the Business Office. Whether to donate to the request will be left to each individual employee's discretion. Any employee wishing to donate sick leave or a vacation leave will either email or send to the Business Office a written statement of the number of hours he/she is willing to donate. The Business Office will notify the employee making the request how many hours of sick leave have been donated by the group.

This does not include maternity leave, family illnesses, or illness that does not require continued physician monitoring.

5. Class I employees will be paid \$10.00 (dollars) per hour for each hour of earned accumulated sick leave that is eligible for carryover, a maximum of 960 hours, when they end employment. Sick leave pay-out will not take place if a staff member is terminated for cause from their work.

	Huron School District #2-2	Code:
	Policies and Regulations	GDBD-1a (N) Support Staff Leaves & Absences Sick Leave Plan/Class II, III, IV

SUPPORT STAFF LEAVES AND ABSENCES


SICK LEAVE PLAN/CLASS II, III, IV

CLASS II, III, IV

Class II	Ten days sick leave per year. May accumulate up to fifty (50) days to be carried to the next school year.
Class III	Any Class III employee that has been employed for a period of one school year (150 days) is eligible for five (5) days sick leave per year. May accumulate up to ten (10) days to be carried to the next school term.
Class IV	No sick leave benefits.

- 1) Sick leave may be taken because of personal illness, injury, or an 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 hour is the minimum sick leave period.
- 2) **Doctor's Certificate Clause**
After an absence from school due to sickness or illness, the employee 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 employee by a physician designated by the board. The decision of the school physician shall be final.
- 3) Class II employees will be paid \$80 (eighty dollars) per day for each day of earned accumulated sick leave that is eligible for carryover, a maximum of 50 days, when they end employment. Sick leave pay-out will not take place if a staff member is terminated for cause from their work.
- 4) Class III employees will be paid \$80 (eighty dollars) per day for each day of earned accumulated sick leave that is eligible for carryover, a maximum of 10 days, when they end employment. Sick leave pay-out will not take place if a staff member is terminated for cause from their work.

Employees scheduled for less than 8 hours per day will be paid for each day on a percentage basis equal to the percent of their scheduled hours.


	Huron School District #2-2	Code:
	Policies and Regulations	GDBD-9(N) Support Staff Leaves & Absences (Personal Leave Day)

Support Staff Leaves & Absences
(Personal Leave Day)

Classified personnel shall be granted two days of personal paid leave subject to the following conditions:

- a) The staff member must register with the activities director to work four events in a capacity assigned by the activities director's office.
- b) The class II classified employee shall submit his/her request for leave on a leave application form to their immediate supervisor for the supervisor's and superintendent's approval at least five (5) working days in advance of the anticipated absence. A copy of the leave form shall be filed with the immediate supervisor. In cases of an emergency, the employee shall make application as far in advance of the anticipated absence as is possible.

Short term leave may be granted prior to and following other vacations and holidays.
An applicant for leave under this policy need not state the reasons for which the leave is sought.
- c) Beginning with the 2019-2020 school year, class II classified employees will carry over – for one year – either or both of the two short-term leave days that have not been used. Carry-over days must be used in the following school year. Any class II classified employee who has not used the two days of his/her short term leave by the end of the following school year will be reimbursed for these days at the rate of \$160.00 per day. For employees working less than 8 hours per day, the \$160.00 will be prorated based on the employees regularly scheduled hours. An employee leaving the district will be paid for his/her unused short-term leave days at the conclusion of his/her final year of employment.
- d) If the employee works 4 to 6 hours per day, the employee will work two events for two days off.
- e) If the employee works over 6 hours per day, working four events will result in two days off.
- f) If the employee works less than 4 hours per day, he/she is not eligible for short term leave.
- g) Each staff member may work additional events/activities and receive pay for those in the amount of \$32 per event/activity. (Staff member must fulfill the short term leave requirement before working events for pay.)

	Huron School District #2-2	Code:
	Policies and Regulations	GDBD-9.1 (N) Class I Classified Short Term Leave

Class I classified employees may acquire two days of short term leave by working activities.

Employees shall be granted two days off for working four events.

Employees may work additional events/activities and receive the current rate of pay for those events/activities. (Employee must fulfill the short term leave requirement before working events for pay.)


Beginning with the 2018-2019 school year, class I classified employees will carry over – for one year – either or both of the two short-term leave days that have not been used. Carry-over days must be used in the following school year. Any class I classified employee who has not used the two days of his/her short term leave by the end of the following school year will be reimbursed for these days at the rate of \$160.00 per day. An employee leaving the district will be paid for his/her unused short-term leave days at the conclusion of his/her final year of employment.

Procedures for Leave Requests:

The class I classified employee shall submit his/her request for leave on a leave application form to their immediate supervisor for the supervisor's and superintendent's approval at least five (5) working days in advance of the anticipated absence. A copy of the leave form shall be filed with the immediate supervisor. In cases of an emergency, the employee shall make application as far in advance of the anticipated absence as is possible.

Short term leave may be granted prior to and following other vacations and holidays.

An applicant for leave under this policy need not state the reasons for which the leave is sought.

	Huron School District #2-2	Code: GDBB-2(N) Support Staff Supplementary Pay Plans (Early Retirement)
	Policies and Regulations	

- A. Class I employees electing retirement may avail themselves of the following program if they meet the requirements as outlined below:


RETIREMENT AGE	CONSECUTIVE YEARS OF SERVICE IN A CLASS I CLASSIFIED POSITION IN THE HPS IS REQUIRED	PERCENTAGE OF ANNUAL SALARY PAID TO INDIVIDUAL EMPLOYEE
55-64	15	75 Percent

- B. Early retirement payment will be based on the salary the employee was receiving during his/her last full year of employment. Employees may elect early retirement any time prior to August 1.

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 55-64 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. Employees shall be eligible for early retirement benefits only once.

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.
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.
- F. The Early Retirement policy will remain in force for all current Class I staff. The policy will not apply to Class I classified staff members hired for the 2003-2004 school year and thereafter.

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

Retirement of Support Staff Recruitment & Retention Incentive

- A. Classified employees 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 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.


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 (E), the employee must have completed a minimum of fifteen (15) years consecutive service – all years qualifying for SDRS - to the district while at the same time reaching age 60-64 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.

Employees reaching the age of 64 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 64 is no longer eligible to receive the recruitment and retention incentive payment.

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

- D. All retiring employees will receive the balance of their wages due 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.
- 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 GDBB-2(N) will remain in force for all current Class I staff members hired before the 2003-2004 school year who have remained continuously employed with the District.
- H. Career Recognition / Retention Stipend
A classified employee who has completed 5, 10, 15, 20, 25, 30, 35, or 40 years of 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 ***

Classified Staff – School Year – 9/10 Month Employees (Para-Educators, Bus Drivers, and Food Service)

Years of Service	Stipend
20 years of service	\$750
25 years of service	\$1,000
30 years of service	\$1,250
35 years of service	\$1,500
40 years of service	\$1,750

NEW POLICY – EFFECTIVE JULY 1, 2016

Classified Staff – School Year – 9/10 Month Employees (Para-Educators, Bus Drivers, and Food Service)

Years of Service	Stipend
5 years of service	\$250
10 years of service	\$250
15 years of service	\$500
20 years of service	\$500
25 years of service	\$1,000
30 years of service	\$1,000
35 years of service	\$1,250
40 years of service	\$1,500



Huron School District #2-2

Policies and Regulations

Code:
GDBB-2-2014 (N) Retirement of
Support Staff (Recruitment &
Retention Incentive)

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 has received the 20 year stipend of \$750 prior to June 30, 2021 shall stay with the current career recognition policy.**

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

Classified Staff – School Year – Full Time - 12 Month Employees (Custodial and Full Time Personnel)

Years of Service	Stipend
20 years of service	\$1,500
25 years of service	\$1,750
30 years of service	\$2,000
35 years of service	\$2,250
40 years of service	\$2,500

NEW POLICY – EFFECTIVE JULY 1, 2016

Classified Staff – School Year – Full time – 12 Month Employees (Custodial, and Full Time Personnel)

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	\$2,000

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 has received the 20 year stipend of \$1,500 prior to June 30, 2021 shall stay with the current career recognition policy.**

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

Retirement of Support Staff Recruitment & Retention Incentive

- A. Classified employees 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 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.


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 (E), the employee must have completed a minimum of fifteen (15) years consecutive service – all years qualifying for SDRS - to the district while at the same time reaching age 62-64 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.

Employees reaching the age of 64 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 64 is no longer eligible to receive the recruitment and retention incentive payment.


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

- D. All retiring employees will receive the balance of their wages due 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.
- 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 GDBB-2(N) will remain in force for all current Class I staff members who began employment before July 1, 2003 who have remained continuously employed with the District.
- H. The Early Retirement policy GDBB-2-2014(N) will remain in force for all current Class I staff members who began employment on or after July 1, 2003 and before July 1, 2023 who have remained continuously employed with the District.
- I. Career Recognition / Retention Stipend
A classified employee who has completed 5, 10, 15, 20, 25, 30, 35, or 40 years of 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 ***

Classified Staff – School Year – 9/10 Month Employees (Para-Educators, Bus Drivers, and Food Service)

Years of Service	Stipend
20 years of service	\$750
25 years of service	\$1,000
30 years of service	\$1,250
35 years of service	\$1,500
40 years of service	\$1,750

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

NEW POLICY – EFFECTIVE JULY 1, 2016

Classified Staff – School Year – 9/10 Month Employees (Para-Educators, Bus Drivers, and Food Service)

Years of Service	Stipend
5 years of service	\$250
10 years of service	\$250
15 years of service	\$500
20 years of service	\$500
25 years of service	\$1,000
30 years of service	\$1,000
35 years of service	\$1,250
40 years of service	\$1,500

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 has received the 20 year stipend of \$750 prior to June 30, 2021 shall stay with the current career recognition policy.**

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

Classified Staff – School Year – Full Time - 12 Month Employees (Custodial and Full Time Personnel)

Years of Service	Stipend
20 years of service	\$1,500
25 years of service	\$1,750
30 years of service	\$2,000
35 years of service	\$2,250
40 years of service	\$2,500

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

NEW POLICY – EFFECTIVE JULY 1, 2016

Classified Staff – School Year – Full time – 12 Month Employees (Custodial, and Full Time Personnel)

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	\$2,000

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 has received the 20 year stipend of \$1,500 prior to June 30, 2021 shall stay with the current career recognition policy.**

	Huron School District #2-2	Code: GDBA-1(N) Support Staff Hiring Schedules Custodial Staff
	Policies and Regulations	

.90 increase (8.9% x 90%)

.15 steps

(Salaries based on hourly rate * 2080)

Support Staff Hiring Schedules

Custodial Staff

2023-2024

GDBA-1 (N)

May 22, 2023

Step	Custodian	Elementary Custodian Foreman	Arena Custodian	MS/HS Custodian Foreman	Grounds Personnel	Maintenance Personnel
0	\$49,225	\$50,225	\$50,651	\$51,222	\$51,222	\$54,075
1	\$49,623	\$50,623	\$51,049	\$51,620	\$51,620	\$54,473
2	\$50,021	\$51,021	\$51,447	\$52,018	\$52,018	\$54,871
3	\$50,419	\$51,419	\$51,846	\$52,416	\$52,416	\$55,269
4	\$50,817	\$51,817	\$52,244	\$52,814	\$52,814	\$55,667
5	\$51,215	\$52,215	\$52,642	\$53,212	\$51,716	\$56,065

(Note: The hiring raise for 2023-2024 is 8.0%)

The hiring schedule increased by 90% of the employee raise

NIGHT DUTY ALLOWANCE - \$160.00 extra for the 9 months school is in session.


All positions shall be a 40-hour a week position.

Hours per day may be varied according to district needs during the regular school term and summer months. Departure from the normal hours, five days per week schedule must be approved by the superintendent's office or supervisor.

The superintendent must approve all hiring and wage requests. All new custodians hired, will enter employment with the Huron School District at the (zero) step, unless granted credit not to exceed five steps. The new custodian may earn steps for experience (responsibility determined to be similar). New custodians will be allowed to earn one additional step per year (after raise has been factored) until they have earned five (\$.15) steps on the hiring schedule. Custodians granted steps at hiring are limited to the same five total steps that can be earned before their salary is "locked in" and becomes only eligible for cost of living raises.

Normal annual increments may be withheld from the employee for unsatisfactory performance upon the recommendation by the immediate supervising administrator and by the superintendent of schools and the board of education. Removal of the unsatisfactory recommendation for the following year shall mean a normal annual increase in salary. However, employee shall not pick up the lost salary.

The hiring schedule shall be advanced each year by no more than 90% of the average annual increment received by employees whose salary is based on this schedule.

	Huron School District #2-2	Code:
	Policies and Regulations	GDBA-2(N) Support Staff Hiring Schedules Full-Time Personnel Staff

.90 increase (8.9% x 90%)
.15 steps
(Salaries based on hourly rate * 2080)

Support Staff Hiring Schedules
Full-Time Personnel Staff
2023-2024

GDBA-2 (N)
May 22, 2023

Step	Division I Office Personnel	Division I Technical Assistant	Division III Technician
0	\$51,430	\$51,430	\$56,652
1	\$51,827	\$51,827	\$57,050
2	\$52,225	\$52,225	\$57,448
3	\$52,624	\$52,624	\$57,846
4	\$53,022	\$53,022	\$58,244
5	\$53,420	\$53,420	\$58,642

(NOTE: The hiring raise for 2023-24 is 8.0%)
The hiring schedule increased by 90% of the employee raise
Column added for Technical Assistant and Technician


All positions shall be a 40-hour a week position, unless salary above \$47,500 per year.

Hours per day may be varied according to office needs during the regular school term and summer months. Departure from the normal 7:30 a.m. to 4:30 p.m., five days per week schedule must be approved by the superintendent's office or supervisor.

The superintendent must approve all hiring and wage requests. All new (Division I and II) full-time personnel hired, will enter employment with the Huron School District at the (zero) step, unless granted credit not to exceed five steps. The new employee may earn steps for experience (responsibility determined to be similar) and/or education (i.e. AA=1 step, BA=2 steps). Employees will be allowed to earn one additional step per year (after raise has been factored) until they have earned five (\$.15) steps on the hiring schedule. Employees granted steps at hiring are limited to the same five total steps that can be earned before their salary is "locked in" and becomes only eligible for cost of living raises.

Normal annual increments may be withheld from the employee for unsatisfactory performance upon the recommendation by the immediate supervising administrator and by the superintendent of schools and the board of education. Removal of the unsatisfactory recommendation for the following year shall mean a normal annual increase in salary. However, employee shall not pick up the lost salary.

The hiring schedule shall be advanced each year by no more than 90% of the average annual increment received by employees whose salary is based on this schedule.

	Huron School District #2-2	Code: GDBA-3(N) Support Staff Hiring Schedules Class II
	Policies and Regulations	

.90 increase (8.9% x 90%)
.15 steps

Support Staff Hiring Schedules
Class II
2023-2024

GDBA-3 (N)
May 22, 2023

Step	Licensed SLPA/ PTA/OTA	Class AAA	Class AA	Class A
0	\$34.73	\$22.32	\$19.30	\$20.69
1	\$34.93	\$22.52	\$19.48	\$20.89
2	\$35.11	\$22.71	\$19.68	\$21.07
3	\$35.31	\$22.91	\$19.87	\$21.27
4	\$35.50	\$23.09	\$20.06	\$21.45
5	\$35.69	\$23.30	\$20.25	\$21.65

Step	Class A1	Class B	Class C	Class D
0	\$20.69	\$20.10	\$30.00	\$21.69
1	\$20.89	\$20.30	\$30.15	\$21.84
2	\$21.07	\$20.49	\$30.30	\$21.99
3	\$21.27	\$20.68	\$30.45	\$22.14
4	\$21.45	\$20.87	\$30.60	\$22.29
5	\$21.65	\$21.06	\$30.75	\$22.44

LICENSED SLPA/PTA/OTA

One who assists licensed therapists with treatment plans in educational settings.

CLASS 'AAA'

One who spends the majority of his/her time working as an administrative assistant in the elementary or middle school building administrator's office, or in the business office on less than 260-day position.

CLASS 'AA'

One who spends the majority of his/her time working as a secretary in the counselor's office.

CLASS 'A'


One who spends the majority of his/her time working with students in a tutorial process.

CLASS 'A1'

One who spends the majority of his/her time performing library clerical duties and instructing students in library and computer searches.

CLASS 'B'

One who spends the majority of his/her time supervising playground, lunchroom, etc.

	Huron School District #2-2	Code: GDBA-3(N) Support Staff Hiring Schedules Class II
	Policies and Regulations	

CLASS ‘C’

One who spends the majority of his/her time working as a preschool instructor and possesses a 2-year associates degree in early childhood education or child development.

CLASS ‘D’

One who spends the majority of his/her time working as a brailist and possesses a brailist certificate.


The superintendent must approve all hiring and wage requests. All new para educators hired, will enter employment with the Huron School District at the (zero) step, unless granted credit not to exceed five steps. The para educator may earn steps for experience (responsibility determined to be similar). New para educator will be allowed to earn one additional step per year (after raise has been factored) until they have earned five (\$.15) steps on the hiring schedule. Para educators granted steps at hiring are limited to the same five total steps that can be earned before their salary is “locked in” and becomes only eligible for cost of living raises.

Normal annual increments may be withheld from the employee for unsatisfactory performance upon the recommendation by the immediate supervising administrator and by the superintendent of schools and the board of education. Removal of the unsatisfactory recommendation for the following year shall mean a normal annual increase in salary. However, employee shall not pick up the lost salary.

This hiring schedule shall be advanced each year by no more than 90% of the average annual increment received by employees whose salary is based on this schedule.

PAID HOLIDAYS – LICENSED SLPA/PTA/OTA - Class II (9-month classified employees) – Veterans’ Day, Labor Day, Thanksgiving, Thanksgiving Friday, Christmas Eve, Christmas Day, New Year’s Day, Presidents Day, and Good Friday.

PAID HOLIDAYS/Class II/AAA (10-month) – Labor Day, Veterans’ Day, Native American Day, Thanksgiving, Thanksgiving Friday, Christmas Eve, Christmas Day, New Year’s Day, Presidents’ Day, and Good Friday.

	Huron School District #2-2	Code:
	Policies and Regulations	GDBA-5(N) Support Staff Hiring Schedules Food Service

.90 increase (8.9% x 90%)
.15 steps

Support Staff Hiring Schedules
Food Service
2023-2024

GDBA-5 (N)
May 22, 2023

STEP	LEVEL I	LEVEL II	LEVEL III A	LEVEL III B	LEVEL IV A	LEVEL IV B
0	\$19.72	\$20.04	\$20.67	\$20.98	\$21.56	\$22.00
1	\$19.91	\$20.23	\$20.85	\$21.18	\$21.75	\$22.18
2	\$20.10	\$20.42	\$21.05	\$21.37	\$21.94	\$22.38
3	\$20.30	\$20.61	\$21.23	\$21.56	\$22.14	\$22.56
4	\$20.48	\$20.80	\$21.43	\$21.75	\$22.32	\$22.76
5	\$20.68	\$21.00	\$21.63	\$21.94	\$22.52	\$22.95

The superintendent must approve all hiring and wage requests. All new Food Service Personnel hired, will enter employment with the Huron School District at the (zero) step, unless granted credit not to exceed five steps. The new Food Service employee may earn steps for experience (responsibility determined to be similar). New Food Service Personnel will be allowed to earn one additional step per year (after raise has been factored) until they have earned five (\$.15) steps on the hiring schedule. Food Service Personnel granted steps at hiring are limited to the same five total steps that can be earned before their salary is “locked in” and becomes only eligible for cost of living raises.

Those food service employees who have been nationally certified and kept their national certification for a period of three years or more will be given a \$.15 per hour salary increase. If an employee fails to keep up his/her national certification, he/she will lose the increment and will have to complete another three years to earn it back.

Normal annual increments may be withheld from the employee for unsatisfactory performance upon the recommendation by the immediate supervising administrator and by the superintendent of schools and the board of education. Removal of the unsatisfactory recommendation for the following year shall mean a normal annual increase in salary. However, employee shall not pick up the lost salary.

The hiring schedule shall be advanced each year by no more than 90% of the average annual increment received by employees whose salary is based on this schedule.

PAID HOLIDAYS:

CLASS II (9-month classified employees) Veterans’ Day, Labor Day, Thanksgiving, Thanksgiving Friday, Christmas Eve, Christmas Day, New Year’s Day, Presidents Day, Good Friday

Other Hourly Wage Rates for 2023-2024

	2022-2023	2023-2024	
Student Custodian	\$13.74	\$14.70	7.00%
Summer Computer Help	\$13.33	\$14.26	7.00%
Student worker	\$13.74	\$14.70	7.00%
Interpreter	\$24.01	\$25.69	7.00%
Student Interpreter	\$16.48	\$17.63	7.00%
Buildings/Grounds/Bus Maintenance	\$18.64	\$19.94	7.00%
Bus Ride Rate	\$17.93	\$19.19	7.00%
High School Gift Program Teachers	\$29.15	\$31.19	7.00%
High School Gift Program Coordinator	\$41.17	\$44.05	7.00%
21st Century Grant - Program Coordinator	\$33.26	\$40.00	First increase in 5 years, wages used in new grant application
21st Century Grant - Site Coordinators - Teachers in District	\$32.77	\$36.00	First increase in 5 years, wages used in new grant application
21st Century Grant - Leaders and Site Greeters	\$18.11	\$20.37	First increase in 5 years, wages used in new grant application
Concessions Manager	\$18.55	\$19.85	7.00%
Concessions Workers - Beginner	\$13.79	\$14.76	7.00%
Concessions Workers - With Experience	\$14.15	\$15.14	7.00%
Concessions Student Workers - Beginner	\$13.07	\$13.98	7.00%
Concessions Student Workers - With Experience	\$13.12	\$14.04	7.00%
Event Clean Up	\$27.00	\$28.89	7.00%
Summer Grounds/Paint Crew Leader	\$22.99	\$24.60	7.00%
Summer Grounds/Paint Crew - Returning Member	\$20.68	\$22.13	7.00%
Summer Grounds/Paint Crew - New Member	\$18.52	\$19.82	7.00%

The Rates Below are Set or Updated Through Negotiations and or Policy

Bus Driver Hourly	\$30.00	\$35.00	
Substitute Bus Driver	\$30.00	\$35.00	
Certified Tutor	\$20.00	\$26.67	Based on Substitute Teacher Rate of \$160 per day for a 6 hour day.
Non-certified Tutor	\$19.16	\$20.69	Based on Step 0 of Class A Para-Educator Hiring Schedule
Driver's Education Instructors	\$33.81	\$36.18	To begin May 2024 (Negotiated)
Curriculum Development	\$22.86	\$22.86	Negotiated - Policy IF
Staff Development	\$37.48	\$39.84	Negotiated - Policy GCL
Substitute Custodian	\$18.52	\$19.82	7.00%
Substitute Supervisory Custodian	\$19.11	\$20.45	7.00%



9200 Indian Creek Pkwy
Overland Park, KS 66210
Phone: 913-681-7651
E-mail: info@rsp-associates.com
Web : www.rsp-associates.com

PROPOSAL

Huron School District

Submitted by: RSP & Associates

THANK YOU

FOR CONSIDERING US!

RSP & Associates has served school districts and surrounding communities with long-range planning services since 2003 and has a strong reputation for quality, client-centered strategies that empower school districts and communities throughout the Midwest. Our focus is on custom planning services that ensure our clients achieve their long-range planning goals and create partnerships to meet district and community objectives.

RSP is experienced in the type of analysis requested in the proposal. We have completed similar studies for more than 130 clients in our nearly 20 year history, providing data driven reports the community and school district were able to utilize for longterm initiatives and facilitate positive collaboration within the community. Additionally, we have a long-lasting relationship with school districts in providing accurate enrollment projections. The RSP Forecasting Model is unmatched in its complexity, accuracy, and consistency. With our team's knowledge and expertise to guide us, RSP is committed to providing unique and collaborative services.

Robert Schwarz
CEO, Founder

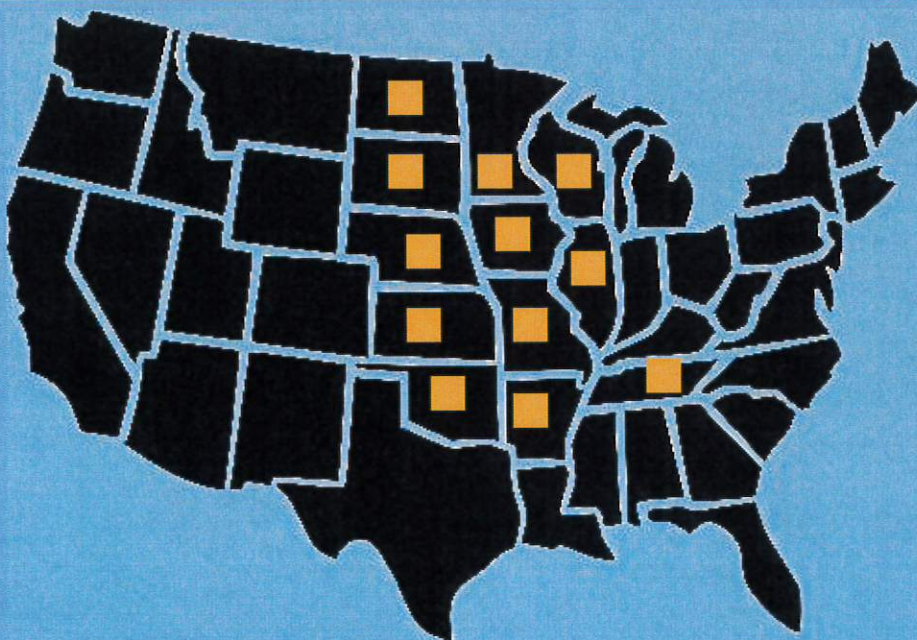
CONTENT

OUR STORY	4
OUR SERVICES	5
MEET THE TEAM	7
PAST PERFORMANCE	10
PROJECT APPROACH	15

1 | OUR STORY

RSP & Associates was founded in 2003 with the sole purpose of bringing meaningful planning to school districts. The CEO of RSP & Associates, Robert Schwarz, wanted to close the gap between school districts, government organizations, developers, and the community.

The RSP team now works closely with its clients to develop data-driven solutions. RSP's expertise is focused on assisting school districts throughout the Midwest. RSP has helped over 130 clients in 12 states including: Arkansas, Iowa, Illinois, Kansas, Minnesota, Missouri, Nebraska, North Dakota, Oklahoma, South Dakota, Tennessee, and Wisconsin.



2 | OUR SERVICES

RSP & Associates is a full service planning firm providing education institutions with a wide body of services and products. The RSP team builds custom, data-driven, strategic initiatives to help support the academic success of the students. The RSP team works closely with the district, educators, government organizations, and developers to ensure a collective vision becomes a reality. No two school districts are the same, the RSP team has the ability to tailor and modify its services to meet the needs of each school district we serve.



WE MAKE THINGS SIMPLE

Our analysis and reports are tailored to each individual school district, and can be understood by all in your community; administration, school board, and parents.



NEVER COMPROMISE ON QUALITY

Every client receives an excellent standard of analysis, maps to share with the public, and data-driven reports.



DEADLINE IS ESSENTIAL

We understand each district has important decisions each year and RSP works to meet those deadlines for future planning needs.

PLANNING FOR THE FUTURE

What we do best

We are driven by each district's unique story told through data to help School Boards and administrators plan for the future.

ENROLLMENT ANALYSIS

RSP utilizes a customized Student Forecast Model (SFM) to project future student enrollment in a 5 or 10 year time frame. The projections can be viewed at a district-wide level, by geographical area, or by an individual facility. Variables that are integrated into the model include historical enrollment data, birth data, development activity, demographic trends, facility capacity, and other data sets unique to the district.

CAPACITY ANALYSIS

RSP Capacity Analysis focuses on how each facility is being utilized with respect to the educational programming required currently, as well as what is desired to be deployed in the future. The RSP Capacity Analysis includes both functional and educational capacity, and RSP works to help the district understand how space in each facility can be best utilized for educational programming.

Contact Us

9200 Indian Creek Parkway
Suite 205
Overland Park KS 66210
913-961-7651
info@rsp-associates.com

BOUNDARY ANALYSIS

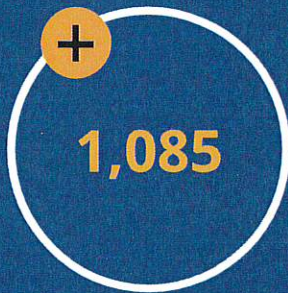
Using RSP Enrollment Analysis as a baseline, RSP works with district administration to develop new boundaries to positively impact facilities and student enrollment for a projected time period.

PUBLIC FACILITATION

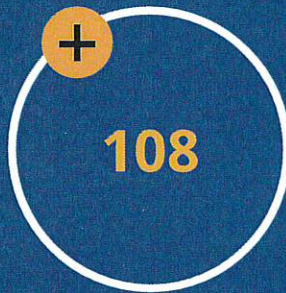
RSP has developed a highly collaborative facilitation process that is used to assist school districts with boundary realignment, facility planning and re-purposing, as well as long range planning. The process involves relevant stakeholders including BOE members, district and building administration and community leaders. RSP has created a process that allows for the BOE to focus the efforts of the planning process to ensure that the final goals are met, yet also provide opportunities for community input at critical points in the process.

3

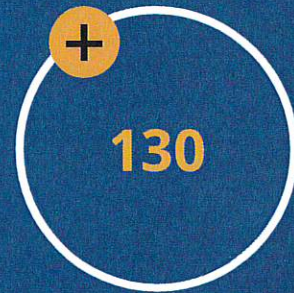
SIMPLE FACTS ABOUT RSP



**UNIQUE
ENROLLMENT
ANALYSES
COMPLETED**



**UNIQUE
BOUNDARY
ANALYSES
COMPLETED**



**SCHOOL DISTRICT
CLIENTS**

WE ARE FULLY CHARGED



The RSP team brings together a unique blend of planners, education experts, and GIS technicians together to provide real solutions backed by student focused data. The RSP team is AICP and GISP certified to ensure expertise, and our knowledge bank is enhanced by its continued collaboration with different

stakeholders in the community (County/ City, School District, Developers, Builders, Realtors, etc). These partnerships establish credibility and trust from patrons.

OUR TEAM

ROBERT S. SCHWARZ, CEO, AICP, ALEP, REFP, CFP

Rob has more than twenty years of planning experience in military, county, city, and school district planning. Each professional planning position, as well as the school district projects, have been part of an exciting journey. Rob has utilized his experience to create effective and long-lasting planning strategies.

Rob has worked with numerous school district clients, assisting them with understanding how student enrollment projections impact the district. In addition to having the required analytical skills to compile highly accurate projections, he is the team leader in the Public Facilitation and Facility Master Plan processes.

Places of Employment:

RSP & Associates, LLC, CEO Project student enrollment for clients with a 97% or greater accuracy Facilitate redistricting meetings Capacity and Site Analysis	Overland Park, KS
--	-------------------

Blue Valley School District, Planning Director 2001 to 2007 Projected student enrollment, development, and land use trends Research and analysis for future school sites Facilitated meetings for the Planning and Facilities Committee	Overland Park, KS
---	-------------------

Johnson County Government, Long Range Planner 2000 to 2001 Project Manager for the update of the Comprehensive Plan Wrote reports on current land use requests Conducted research on special county projects	Olathe, KS
--	------------

City of Wellsville, Planner 1998 to 2000 Wrote and facilitated adoption of Zoning regulations Created a Computer Network Plan for the city Facilitated Planning Committee meetings	Wellsville, KS
--	----------------

Education:
Master of Urban Planning, University of Kansas, 1999; Bachelor of Art in History, University of Kansas, 1996

Affiliations:
The American Institute of Certified Planners; American Planning Association (APA); Association for Learning Environments (ALE); State of Kansas Registered Planners Certification List.....

OUR TEAM

GINNA R. WALLACE, PLANNER

Ginna communicates with clients and municipalities, presents information, facilitates community and team growth, and assists the RSP team. She has experience with municipal planning practices, brainstorming creative solutions, and facilitating constructive, individual-focused public engagement.

Education:

Master of Urban Planning, University of Kansas, 2021;
Bachelor of Science in Sociology, Park University, 2019

Affiliations:

The American Institute of Certified Planners
American Planning Association (APA);

BRANDON SYLVESTER, GIS ANALYST, GISP

Brandon has worked with RSP for more than 5 years. He is driven by data and is an expert in GIS best practices. Brandon is in charge of our Address Locator and has assisted in numerous Enrollment Analyses, Boundary Analyses, Facility Master Plans and Demographic Analysis.

Education:

Master of Science in Geospatial Sciences; Mississippi State University, 2014
Bachelor of Science in Geosciences; Mississippi State University, 2012

Affiliations:

American Meteorological Society; Urban and Regional Information Systems Association (URISA);
MidAmerica GIS Consortium; Kansas Association of Mappers Kansas Association of Mappers

WARREN NUNLEY, GIS ANALYST

Warren is the newest member of the RSP team, and brings his experience working with the State of Missouri redistricting team to assist our clients.

Education:

Bachelor of Science in Geography; Integrated Information Technology Cognate; University of South Carolina; 2020

4

PAST PERFORMANCE

WORK EXPERIENCE & REFERENCES

Waukee Community School District, IA

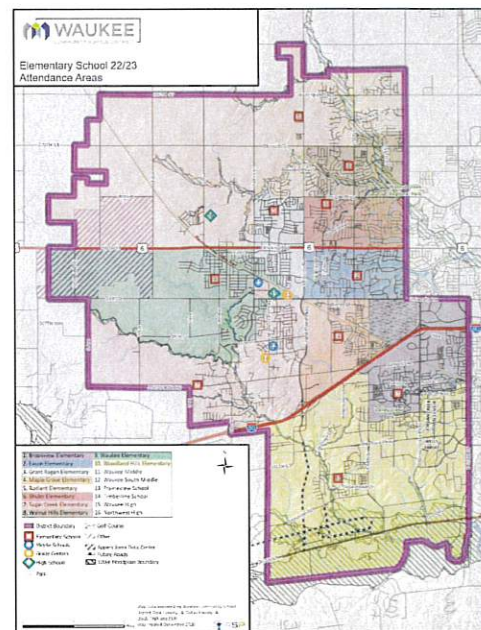
Waukee Community School District is located on the Western edge of the Des Moines metro area and is one of the fastest growing school districts in the state of Iowa.

RSP has worked closely with WCSD since 2007 and partners with the administration and BOE as they have planned for growth from 5,051 students to more than 12,000 in 2021/22.

RECENT PROJECTS

RSP provides an annual Comprehensive Enrollment Analysis which is the foundation for other long range planning projects. RSP provided the Boundary Analysis for the opening of three schools since 2010 and three more by 2022. The most recent public facilitation process lead by RSP planned for the opening of a new elementary school and a second high school which opened in 2021/22 with new boundaries for all schools.

Reference
Dr. Brad Buck, Superintendent
 bbuck@waukeeeschools.org
 560 SE University
 Waukee, IA 50263
 515-987-5161



School	School Capacity	Student Location	Past School Enrollment				Projections Based on Residence				
			2015/16	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	
Brookview Elementary K to 5th	725	Res: de Attend	564	630	663	681	700	707	711	716	
Eason Elementary K to 5th	675	Res: de Attend	601	621	631	637	638	621	623	619	
Grant-Ragan K to 5th	750	Res: de Attend	3	652	677	787	902	1,012	1,113	1,214	
Maple-Crow Elementary K to 5th	700	Res: de Attend	711	656	644	627	629	636	640	656	
Shuler Elementary K to 5th	750	Res: de Attend	701	680	681	697	704	715	728	726	
Walnut Hills Elementary PreK to 5th	750	Res: de Attend	510	591	654	661	660	651	650	658	
Waukee Elementary PreK to 5th	750	Res: de Attend	723	698	716	763	792	845	850	874	
Woodland Hills Elementary PreK to 5th	750	Res: de Attend	555	537	570	610	657	705	762	830	
ELEMENTARY TOTAL K to 5th	5,000	Res: de Attend	1,310	1,379	1,485	1,463	1,482	1,572	1,582	1,596	

Source: RSP & Associates, LLC January 2018

Note 1: Student Projections are based on the residence of the student.

Note 2: The Enrollment Model is based on a head count of students by Planning Area at each school.

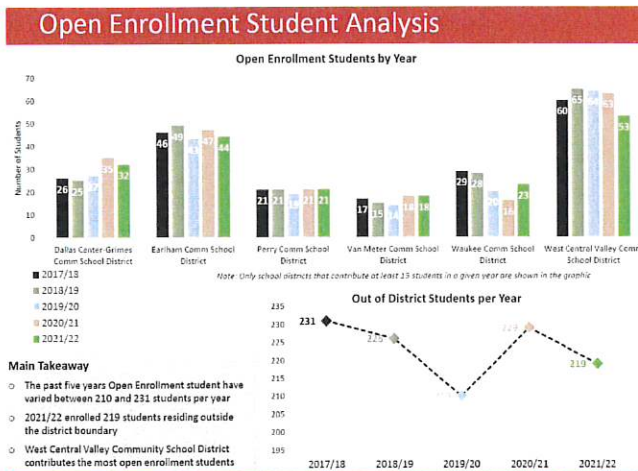
WORK EXPERIENCE & REFERENCES

Adel-DeSoto-Minburn Community Schools, IA

RSP has worked with ADM schools since 2010, most recently with a 2021/22 Enrollment Analysis. RSP also completed a Facility Master Plan in 2016 which guided the district to a process to examine and evaluate existing buildings. The FMP process incorporated enrollment increases, development trends, grade configuration studies, renovations and improvements, and other data points to guide the district to a long-range facility plan. ADM has an enrollment of 2,100 Students

Reference

Greg Dufoe,
Superintendent
gdufoe@adel.k12.ia.us
801 Nile Kinnick Drive South
Adel, Iowa 50003
515-993-4283



100,000 Foot Perspective



District enrollment forecasted to increase by over 300 students in 5 years

- Elementary School enrollment forecasted to increase by almost 150 students
- Middle School enrollment forecasted to increase by over 20 students
- High School enrollment forecasted to increase by over 150 students

Projections are provided by district grade status, building level, grade level, and district total (projections include PS and PK students and planned growth with PS program) — see pages 31 to 34



District enrollment forecasted to continue growing and surpass 2,670 students in 10 years

- Elementary School enrollment forecasted to surpass 1,400 students in 10 years (2028/29)
- Middle School enrollment forecasted to surpass 420 students in 10 years
- High School enrollment forecasted to surpass 800 students in 10 years (2031/32)

Long-range projection outlook is provided — see page 35



Development is expected to continue increasing — creating more opportunities for residential growth

- Student totals have been growing year to year — 2021/22 enrolled some of the largest classes in enrollment history
- Birth rates have been generally stable to increasing

Continual observation needed: 1) if the recent decrease of live births will continue and 2) timing of development projects continues as forecasted in this report

WORK EXPERIENCE & REFERENCES

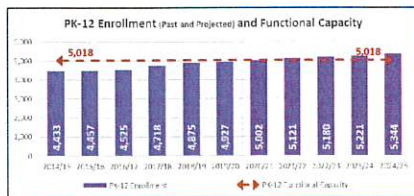
Ames Community School District, IA

RSP has worked with Ames Community School District since 2019, most recently with a 2021/22 Enrollment Analysis and in 2019 for a Capacity Analysis covering all schools throughout the district. Ames Community School District has enrollment of approximately 5,000 students.

Reference

Gerry Peters
Facilities Director
gerry.peters@ames.k12.ia.us
2005 24th Street
Ames, IA 50010
(515) 268-6600

All District Results



Source: Ames Community School District and RSP

All District Summary:

- Includes Northwood Early Childhood, Edwards ES, Fellows ES, Meeker ES, Mitchell ES, Sawyer ES, Ames Middle School and current Ames High School
- District-wide Functional Capacity is 5,018 students; 2019/20 official count was 4,927 students
- Long range planning should include examination of district wide capacity
 - Under-utilization at Northwood and over-utilization at AHS can distort district wide capacity picture to indicated there is more space
 - The outlook for high school capacity is remedied in 2022/23 when the new high school opens

Ames High School

Building Summary		Building Capacity Information	
Year Open	1960	Set in per student capacity	261 sq ft
Building Square Footage:	338,300	Functional Capacity	2,098 Students
Latest Remodel	2005 Bond	Enrollment to Functional Capacity	108.2%
Magnum	No	Core Classes	Actual
Title 1 School	Yes	English Language Arts (ELA)	60
Grade Configuration	9th - 12th	Science Classroom w/ Lab	9
Section Building	N/A	Math	9
Official Count Enrollment:	1,412 Students	Total Core Rooms	67
Building Notes:		Elective/Non-Core Rooms	Actual
Class Size: 34 to 30 students		Art Classroom / Digital	9
Building Utilization: 70% (Year 0 of 8 period)		Business Classroom / Journalism / Yearbook	2
		Computer Lab / Technology / Computer Studies	0
		CTE (Engineering / Tech Ed / School to Work)	1
		Family & Consumer Science (FACS) / Culinary	1
		Foreign Language / Speech / Debate	7
		Industrial Arts	2
		Music - Visual	1
		Music (Instrumental / Concert)	1
		Physical Education - Gymnasium	1
		Physical Education - Aca. Gym	1
		Physical Education - Health Classroom / Weight Room	7
		Physical Education - Wrestling Room / Natatorium	8
		Robotics	0
		Student Union	0
		Therapy	0
		Total Elective/Non-Core Rooms	27
Building Repurpose Consideration(s)		Other Program Space	Actual
Description		Classroom / Recreation Room	10
Room 1 (AHS Room)		OSU / Full / Newspaper Program	1
Capacity Impact		Flex Space (Available for Capacity)	0
Room 111 could be divided into two rooms		College & Employment (CDE) / STEM / Career Center	1
This is a large, open space that could be used for many purposes		Professional Development	0
Room 43 (Science Classroom)		Adult Literacy / Community Resource	0
Capacity Impact		Investment Space - Career Center	0
This is a small, open space that could be used for many purposes		Junior Education - Self Contained	1
		Special Education - Resource	1
		Total Other Program Space	29

Building Repurpose Notes:
Existing spaces in which building that previously could be utilized to increase core classroom space. These core classroom changes will impact the educational programs currently in that space to include physical location and potential learning environment changes.

PROJECT APPROACH

THE PROCESS

ENROLLMENT ANALYSIS

The Enrollment Analysis seeks to answer the immediate questions related to enrollment shifts, demographic trends, economic impact, and how that information effects students throughout the district. Outlined below are the steps in the analysis process. RSP's analysis is customized to each client to provide the best, most accurate and long-lasting planning information and can include, but not limited to the following:

- Housing profile of the District, including rapidity of change in home development, current and future housing development plans, and areas of potential development
- 5-Year Projected enrollment by year, grade and building (reside/attend) and other demographic indicators (socioeconomic, ethnicity, home language, ELL)
- Past and current enrollment trend and population forecast for district, including analysis of socioeconomic, racial, home language and ELL characteristics of students
- Maps depicting geographic attendance area, migration, intra-transfer trends, school choice trends, census trends, land use, potential growth and density



PROJECT DEFINITION

Preliminary meeting with administration to determine key decision points, agree to scope of work



DATA COLLECTION

Receive data from school district, census, state, county and city



STAKEHOLDER MEETINGS

RSP meets with key development, city, and county officials to gather information



DATA ANALYSIS

RSP Planning and GIS team compile all the data and begin the analysis



STATISTICAL FORECAST MODEL

RSP Planning team completes the analysis using our model to forecast future enrolment



ADMINISTRATION/ BOARD MEETING

RSP team members meet with administration and/or Board of Education members to present findings

PROJECT COSTS

Enrollment Analysis

- Includes data analysis, historical enrollment trends, housing and development analysis, and 5-year enrollment projections

Enrollment Analysis

\$14,500

OVERALL PROJECT TIMELINE: JULY 2023

Additional Costs (to be decided)

Data Collection: Data from City/County entities could have possible additional costs; TBD

Printed Report: If requested, printed reports can be produced for less than \$500

Large Map Printing: If requested, 36x36 maps will be printed at a cost of \$48 per map

Additional Services charged at the following hourly rates:

Principle - \$150.00; GIS Analyst - \$100.00; Project Manager - \$95.00

Additional Meetings beyond proposal:

ZOOM \$1,800; RSP In-Person \$5,250

Travel Expenses: Included in per meeting cost

RSP IS THE BEST CHOICE

RSP is a full-service planning firm. RSP brings the full breadth of best planning practices to each project. RSP's focus is not to reformulate or regurgitate known data, but to discern through in-depth analysis what information is most beneficial for the district and work toward successful solutions.

RSP is over 97% accurate with projections (non COVID years). The Student Forecast Model (SFM) is a statistically based model influenced by many local variables, and corresponds geographically with property parcels.

RSP has assembled a team of experts in many disciplines, allowing a multitude of available services to include: enrollment analysis, demographic analysis, boundary analysis, site selection and analysis, public facilitation, and other services that will have a positive impact on district decisions.

RSP provides "real-time" modeling that is responsive to the district community. RSP has developed indicators to incorporate the uncertainty of COVID-19 in the forecast to ensure that its clients receive the most current and comprehensive analysis available.

RSP has extensive experience working with school districts in communities which have rapidly increasing population and development, drastic demographic shifting, as well as college and university communities with migrant and transitional populations.

RSP will work closely with district administration, BOE, and communities, resulting in increased credibility for decisions made by the district and provides information as an impartial 3rd party.

RSP collaborates with many different entities and persons within the community, which allows the best available information to be utilized in all aspects of the analysis.