



"Our business is the creation of learning environments that result in success."

**BRANDON VALLEY SCHOOL DISTRICT #49-2**  
**BRANDON VALLEY HIGH SCHOOL - COMMUNITY ROOM**  
**MONDAY, SEPTEMBER 27, 2021**  
**Board Meeting**  
**AGENDA**  
**6:30 p.m.**

**I. OPENING OF MEETING**

**PRESIDENT ULLOM**

- A. Call to Order**
- B. Pledge of Allegiance**
- C. Welcome to Visitors, Guests and Media**
- D. Roll Call**  
Ullom \_\_\_\_\_ Ode \_\_\_\_\_ Saxer \_\_\_\_\_ Talcott \_\_\_\_\_ Scott \_\_\_\_\_
- E. Approval of Agenda**
- F. Conflict of Interest Disclosure - Waiver Request**

**II. COMMUNITY INPUT**

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

**III. GENERAL BUSINESS**

- A. ORAL REPORTS**
- B. BUILDING REPORTS**
- C. ADMINISTRATION REPORTS**
  - 1. [Superintendent's Report](#)

**D. BOARD POLICY**

- 1. **Discussion Items**
- 2. **Proposed (First Reading)**
- 3. **Adoption (Second Reading)**

**E. GENERAL BUSINESS**

- 1. [Public hearing for a Waiver from an Administrative Rule, 24-28-01-01.54 \(To allow more than six weeks for a long-term substitute, when necessary\)](#)
- 2. [Approve Application for a Waiver from an Administrative Rule, 24-28-01-01.54 \(To allow more than six weeks for a long-term substitute, when necessary\)](#)  
**(Consent Approval)**
- 3. [Approve agreement between Brandon Valley School District and Sioux Falls School District for Emergency Management Plan - Safe & Secure School Plan for Temporary Shelter for Ben Reifel Middle School Students & Staff at Inspiration Elementary, if necessary, effective August 9, 2021 for no more than three years, as presented](#)
- 4. [Approve declaration of surplus property - I Am Malala, 337 hardback novels, as presented](#)
- 5. [Approve agreement between Brandon Valley School District and Inter-Lakes Community Action Partnership for Head Start Pre-Birth to Five Program, effective the 2021-2022 school year, as presented](#)

**F. PERSONNEL**

**(Consent Approval)**

- 1. [Approve recommendation to hire Taylor Welsh, Inspiration Elementary Special Education Educational Assistant, full-time, \\$15.90/hour, effective September 28, 2021](#)
- 2. [Approve resignation from Emily Gacke, Brandon Elementary Child Nutrition, effective September 30, 2021](#)
- 3. [Approve recommendation to hire Janna Conrad, Brandon Elementary Reading Interventionist, \\$35,340.00 \(BA+15 Step 3 X 86% ~ Title I Hiring Schedule ~ 155 day contract\), effective September 28, 2021, one year position](#)
- 4. [Approve recommendation to hire Haley Carmody, Intermediate School Special Education Educational Assistant, full-time, \\$15.90/hour, effective October 12, 2021](#)
- 5. [Approve lane change request for Jeff Fode, BA to BA+15](#)
- 6. [Approve recommendation to hire substitute for the 2021-2022 school year](#) Mier, Jennifer

**IV. COMMUNICATION**

- A. Central Office**
- B. Board of Education**

1. [Thank you from Jessica Rasmussen and family for flowers sent in honor of the birth of their daughter, Claire](#)

## **V. BOARD REPORTS**

### **A. Formal Reports**

1. **Transportation (Scott & Ode)**
2. **Alternative Education (Ullom & Saxer)**
  - i. [EDEC Regular Meeting Minutes - 08/18/2021](#)
  - ii. [EDEC Regular Meeting Agenda - 09/21/2021](#)
3. **Building & Grounds (Ode & Talcott)**
4. **Student Activities, Curriculum & Technology (Talcott & Ode)**
  - i. [Student Activities, Curriculum & Technology Committee Report - September 21 & 23, 2021](#)
5. **City Affairs & Legislation (Saxer & Scott)**
6. **Child Nutrition/Wellness Committee (Ullom & Saxer)**
7. **Personnel Welfare (Saxer & Ullom)**
8. **Safety Committee (Talcott & Scott)**
  - i. [Safety Committee Report - 09/22/2021](#)

### **B. Information Reports**

## **VI. TRAVEL REPORTS**

### **A. Reports**

### **B. Other**

## **VII. OTHER BUSINESS ITEMS**

## **VIII. EXECUTIVE SESSION**

## **ADJOURNMENT**

# Superintendent's Report



## **BRANDON VALLEY SCHOOL DISTRICT 49-2**

### **Administration Center**

300 South Splitrock Boulevard, Brandon, SD 57005-1652

Dr. Jarod M. Larson, Superintendent

Paul J. Lundberg, Business Manager

Ty Hentschel, Operations Manager

**9/27/2021**

## **Superintendent's Board Report**

### **Covid-19 Information Website**

- Centralized Communication Hub
- THE MESSAGE: If you are sick – Stay Home.

### **2021-22 Fall Enrollment (Current as of 9/24/21)**

- *NOTE: This Enrollment Number is subject to change.*
- 4,875 Students (JK-12) (4,915 Including Early Childhood)
  - +194 Students

Elementary	Intermediate School	Middle School	High School	DLA	Out of District
2,012	711	708	1,306	70	68*

*\*Includes TeachWell Students*

### **Gifted Education Programming Workgroup Process**

**Objectives:** Review Current Challenges, Evaluate Similar School Strategies, Develop Options, Utilize a SWOT Analysis in Evaluation of Options, Develop a Programmatic Recommendation

**Committee Result:** Develop programmatic recommendation for Elementary – Middle School Gifted Education.

- 9/21/21 – Committee Meeting (Completed)
- 10/5/21 – Committee Meeting
- 10/19/21 – Committee Meeting

### **4<sup>th</sup> Grade Orchestra Programming Workgroup Process**

**Objectives:** Review Current Challenges, Evaluate Similar School Strategies, Develop Options, Utilize a SWOT Analysis in Evaluation of Options, Develop a Programmatic Recommendation

**Committee Result:** Develop programmatic recommendation for 4<sup>th</sup> Grade Orchestra.

- 9/23/21 – Committee Meeting (Completed)
- 10/7/21 – Committee Meeting
- 10/21/21 – Committee Meeting

### **2021–22 School Calendar Items**

- September 27, 2021 – BVIS / BVMS Parent-Teacher Conferences
- September 28, 2021 – Elementary / High School Parent-Teacher Conferences
- October 1, 2021 – No School (PTC Comp Day)
- October 11, 2021 – No School (Staff In-Service)
- November 11, 2021 – No School (Veteran's Day)

### **BVHS High School Addition Priorities**

- *General Classrooms*
- *Ground Floor Special Education*
- *Science Lab Classrooms*
- Maximize Land Usage / Upgrade East Facility Face / Minimize Impact to Parking



### **BVHS Addition Tentative Schedule (Overview of Important Dates)**

- Thursday, January 6, 2022 - Release Bid Documents
- Thursday, February 10, 2022 @ 2:00 p.m.- Bids Due / Open Bids
- Monday, February 14, 2022 - Award Bid (School Board Approval)
- Monday, May 2, 2022 - Parking Lot Construction Begins
  - Parking Lot Construction to be completed by Monday, August 1, 2022
- Wednesday, June 1, 2022 - BVHS Addition Construction Begins
- Friday, June 16, 2023 - Substantial Completion
- Friday, June 30, 2023 - Final Completion

### **BVHS Addition Communications / Meetings**

- October - Buildings & Grounds Committee (W/ Architects)
- Classified Council Meeting(s)
- Teacher Liaison Council(s)
- Wednesday, November 3, 2021 – BVHS Staff Meeting
- Monday, November 15, 2021 @ 6:00 p.m. - Informational Public Meeting (BVHS Community Room)

**FY 21 Audit (2020-2021 School Year) Completed – No Findings**

- *Strategic Plan – Fiscal Responsibility*
- Monday, September 20 & Tuesday, September 21, 2021
- “It’s very good. Extremely clean audit. We enjoy coming here.” Auditor in Closing

**Accountability Report Card**

- Public Release of Report Card mid-October (October 14, 2021)
- State of the Schools Address – November



# Public hearing for a Waiver from an Administrative Rule, 24-28-01-01.54 (To allow more than six weeks for a long-term substitute, when necessary)

**24:28:01:01. Meaning of terms.** As used in this article:

(54) "Long-term substitute" means an individual who is acting as the teacher of record for no more than six weeks when the teacher is on a temporary leave of absence and intends to return to the classroom during the school year.

From <<https://sdlegislature.gov/api/Rules/Rule/24:28:01.html?all=true>>



## **BRANDON VALLEY SCHOOL DISTRICT 49-2**

### **Administration Center**

300 South Splitrock Boulevard, Brandon, SD 57005-1652

Dr. Jarod M. Larson, Superintendent

Paul J. Lundberg, Business Manager

Ty Hentschel, Operations Manager

# Waiver Request Overview

A school district may request a waiver from an Administrative Rule.

An example of a previous “Waiver Request” the Brandon Valley School District has submitted, would be “Granting High School Credit Prior to Grade 9”. The example allows us to have a Middle School child take an Algebra I High School Credit bearing class prior to High School.

The current “Waiver Request” being made is to allow a “Long-term Substitute” to work for more than 6 consecutive weeks.

This is necessary as we have many medical related situations with staff that require a long-term sub for 7-12 weeks. Note – 12 Weeks is the allowable leave in accordance to FMLA.

The Waiver Request Process is as follows:

- School Board holds a “Public Hearing” within a Board Meeting
- School Board Approves the Application for a Waiver from Administrative Rule
- Department of Education reviews Application and Approves/Denys the Waiver Request

Note – This is a newly established rule and is presenting challenges to schools. There is a group of individuals from our professional organizations working to address the issue. In the meantime, it is necessary for us to pursue the waiver.

Respectfully Submitted,

Dr. Jarod M. Larson, Superintendent



Approve Application for a Waiver from an Administrative Rule, 24-28-01-01.54 (To allow more than six weeks for a long-term substitute, when necessary)

**APPLICATION for a Waiver from an Administrative Rule**

The Brandon Valley School District hereby applies for a waiver from certain South Dakota administrative rules that govern school accreditation, using the procedures outlined in § 24:43:08.

It is the intent of the Brandon Valley School District to implement the strategies for continued school improvement as outlined herein, and to annually report on the implementation of the of those strategies as described in § 24:43:08:08.

The Brandon Valley Board of Education has held a public hearing and approved this application. It is understood that the school district must continue to comply with all other administrative rules.

The school district will continue to submit all required accreditation reports, plans, and certifications to the South Dakota Department of Education on time.

Dr. Jarod M. Larson, Superintendent  
Signature of Supt. of Schools/Chief Educational Officer

9/27/21

Date

Renee Ullom, Board of Education President  
Signature of Board of Education President

9/27/21

Date

\_\_\_\_\_  
*For Department Use Only*

Received: \_\_\_\_\_

Reviewed: \_\_\_\_\_

Reviewer: \_\_\_\_\_

Recommendation: \_\_\_\_\_

Department of Education Secretary's Action: ☐ Approve ☐ Deny

Department Secretary's Signature: \_\_\_\_\_

Effective Date of Waiver: \_\_\_\_\_

Report Due Date: \_\_\_\_\_

**Section I – Application Details**

Applying School District: Brandon Valley School District #49-2

Participating Attendance Centers: All BVSD Attendance Centers

Local Public Hearing Date: BVHS Community Room - Monday, September 27, 2021 @ 6:30 p.m.

Local School Board Approval Date: Monday, September 27, 2021

Date Submitted to the Department of Education: Tuesday, September 28, 2021

**Section II - Waiver Schedule**

Intended Date for Waiver Implementation: 2021-2022 School Year

*(This date is always July 1 for fall implementation unless the district requests and explains the reasons for an alternate date.)*

Proposed Years of Waiver: 5 Years or Until Rule Changes

*(Maximum of 5 school terms, which begin July 1 of each year.)*

**Section III - Administrative Rules to be Waived**

List the administrative rule number and title for which this waiver is being requested. Administrative rules are available online at <http://legis.state.sd.us/rules/index.aspx>.

24-28-01-01.54 (6-week Max Allowance for a Long-term Substitute)

**Section IV - Reasons for Waiver Request**

Explain the reasons the district is requesting a waiver from administrative rule. The district must explain why the plans outlined in this application will better meet local learning goals, enhance educational opportunities, promote equity, or increase accountability.

Continuity is important in educational programming and there are many circumstances where a long-term substitute is needed for 6+ weeks (maternity leave, surgery / serious illness leave, other).

The approval of this waiver will allow us to better serve our children when their primary instructor is out for an extended period and a consistent substitute allows us to meet learning goals and enhance the educational environment.

**Section V - Verification of Administrative Rule Intent**

Explain how the intent of the administrative rule for which the waiver is being requested will be met if the waiver is granted.

The best quality long-term substitute will be selected for the job and each situation will be approved by the Brandon Valley Board of Education for the approximate number of weeks (generally 6-12 weeks) the long-term sub is needed.

## Section VI- Evaluation

### **Evaluation:**

A school district or nonpublic school or program that has been granted a waiver shall implement its plan for evaluation of the waiver as required by ARSD 24:43:08:02. A public school district that has been granted a waiver shall include a report of the waiver evaluation in its annual review of its approved five-year district improvement plan as required by ARSD 24:43:02:01 (ARSD 24:43:08:08)

The South Dakota DOE Division of Accreditation will verify that the school improvement plan includes a component for evaluating the intent of all ARSD waivers held by the school/school district.

Board of Education Minutes containing the long-term substitute information will be available for review.

Send this completed application to the Department of Education, 800 Governors Drive, Pierre, SD 57501

For more information contact Division of Assessment & Accountability:

Ph# 605-773-3426 or Email: [doeaccred@state.sd.us](mailto:doeaccred@state.sd.us)

Approve agreement between Brandon Valley School District and Sioux Falls School District for Emergency Management Plan - Safe & Secure School Plan for Temporary Shelter for Ben Reifel Middle School Students & Staff at Inspiration Elementary, if necessary, effective August 9, 2021 for no more than three years, as presented

***Emergency Management Plan  
Safe & Secure School Plan  
Temporary Shelter  
Agreement***

**Sioux Falls School District  
49-5**

(This document must be updated and provided to the Risk Manager no later than 1 October of each school year.  
Maintain as current and report revisions to Risk Management.)

**FOR STUDENTS/STAFF AT:** Ben Reifel Middle School  
6700 E. 41<sup>st</sup> St. Sioux Falls, SD 57110  
(School Street Address)

**HOLD HARMLESS AGREEMENT**

In consideration of the use of Inspiration Elementary  
(Name of Facility)  
located at 3401 S Sparta Ave. Sioux Falls, SD 57110  
(Street Address of Facility)

For a temporary shelter at the above-named facility for students during a School District determined emergency, the Sioux Falls School District 49-5 agrees to defend and hold Inspiration Elementary harmless for any injuries or property damage arising out of such use. The coverage is to be in effect while students are at the temporary shelter facility.

The students will be supervised by School employees while on the premises.

The contact person (named below) will be notified by the School Administration before any students are brought to the facility.

This contract will continue from year to year for no more than three (3) years, unless either party gives thirty (30) days written notice of termination, at which time it must be renewed.

Contact Person: Tanya Palmer  
Telephone Number(s) of Contact: 605-582-8590  
This agreement is executed by the parties to be effective this 9th day of August,  
2021.

Tanya Palmer  
(School Administrator Signature)  
D. M. L. L. L. 9/14/21  
(Property Owner/Agent Signature)

Business Manager of the Sioux Falls School District 49-5

Approve declaration of surplus property - I Am Malala, 337  
hardback novels, as presented



**BRANDON VALLEY SCHOOL DISTRICT**

**Office of Curriculum, Instruction, and Assessment**

201 W. Park St., Brandon, SD 57005-1277

**Director of Instruction – Sherri Nelson**

Phone (605) 582-6035

Email [sherri.nelson@k12.sd.us](mailto:sherri.nelson@k12.sd.us)

**Brandon Valley School District 49-2  
Surplus Declaration**

September 20, 2021

Item(s): 337 hardback copies of the novel, I Am Malala (ISBN: #978-0-316-32793-0)

Purchased by: Brandon Valley High School English Language Arts Department

Value: \$0.00 (Three used book buyers expressed no interest in purchasing the novels.)



Approve agreement between Brandon Valley School District and Inter-Lakes Community Action Partnership for Head Start Pre-Birth to Five Program, effective the 2021-2022 school year, as presented

**AGREEMENT BETWEEN  
BRANDON VALLEY SCHOOL DISTRICT AND  
INTER-LAKES COMMUNITY ACTION PARTNERSHIP  
HEAD START PRE-BIRTH TO FIVE PROGRAM**

**PURPOSE:**

The purpose of this agreement is to describe the responsibilities of each agency and to provide guidance for coordination and cooperation between Brandon Valley School District and Head Start Pre-Birth to Five in order to:

1. Assure that children in need of special education and related services received appropriate services for which they are eligible; and
2. Assure quality programs and maximize services through joint utilization of resources.
3. Assure coordination related to ESEA Section 1119: Each local education agency receiving assistance under this part shall carry out the activities described in subsection (b) with Head Start agencies and, if feasible, other entities carrying out early childhood development programs, Each local educational agency shall develop agreements with Head Start agencies and other entities to carry out such activities.

**THE BRANDON VALLEY SCHOOL DISTRICT IS REQUIRED TO:**

1. Locate, screen, evaluate and identify, all children birth through 21, residing within their boundaries, who may have a disability.
2. Provide a free and appropriate public education (FAPE) through the provision of special education services to all eligible children, as determine by the multidisciplinary team and as described on their Individualized Education Program (IEP).
4. Ensure that whenever appropriate the IEP will include parent education and support to ensure that the special education program is effective.
5. Make the IEP accessible to each Head Start regular education teacher who has the responsibility for implementing IEP goals, while assuring procedural safeguards and confidentiality of information are provided to eligible children and their parents, which may include services provided at Head Start
6. Facilitate the transition of eligible children between the preschool program/Head Start and the K-12 system.

**HEAD START PRE-BIRTH TO FIVE IS REQUIRED TO:**

1. Recruit, enroll and serve eligible children. At least ten percent of the funded enrollment must be children with identified disabilities.
2. Refer children suspected of having a disability to the Brandon Valley School District for evaluation.
3. Insure completion of screening/assessment (developmental, medical, dental, and nutritional), not performed by the local education agency, as part of the process for determining if a disability may be present.
4. Collaborate with Brandon Valley School District in the multidisciplinary evaluation, IEP development, and the implementation of portions of the IEP identified for the Head Start Pre-Birth to Five Program, the IEP annual review, and the transition process.
5. Maintain procedural safeguards, including confidentiality of records, for all children with disabilities and their parents.
6. Offer support system for families of children with disabilities through training, information follow-up assistance, assistance in transition from one program to the next and social support.
7. Head Start Pre-Birth to Five will inform Brandon Valley School District of the number of children receiving special needs services prior to the December 1<sup>st</sup> reporting date.

**AREAS FOR COLLABORATION AND COOPERATION:**

1. Developing and implementing a systematic procedure for receiving records regarding such children, transferred with parental consent from a Head Start program or, where applicable, another early childhood education program.
2. Communication: Establish and maintain regular and ongoing communication between Brandon Valley School District and Head Start Pre-Birth to Five Program. Establish channels of communication between school staff and their counterparts (including teachers, social workers, and health staff) in such Head Start agencies or other entities carrying out early childhood education programs, as appropriate, to facilitate coordination of programs.
3. Conducting meetings involving parents, kindergarten, or elementary school teachers, and Head Start teachers or, if appropriate, teachers from other early childhood education programs, to discuss the developmental and other needs of individual children.
4. Eligibility: Eligibility determination must be made by a multidisciplinary team. The team shall include parents, regular education teacher of the child, at least one special education teacher of the child, a representative of the public agency who is qualified to provide or

supervise the provision of specially designed instruction, and an individual who can interpret evaluation results and, at the discretion of the parent or agency, other individuals who have knowledge or special expertise regarding the child. If currently enrolled in Head Start Pre-Birth to Five or placement in Head Start Pre-Birth to Five is considered, representatives from Head Start Pre-Birth to Five shall be invited.

5. Referral Process: Head Start Pre-Birth to Five Program must refer any child suspected of having a disability to Brandon Valley School District for evaluation when concerns about a child's development are identified by parents or by Head Start Pre-Birth to Five staff during screening or ongoing assessment. Head Start Pre-Birth to Five staff must obtain parent permission before referring a child.
6. Screening: Brandon Valley School District and Head Start Pre-Birth to Five Program should develop a coordinated and comprehensive screening program utilizing the resources of each agency and local interagency network to locate and identify children with developmental delays and/or disabilities.
7. Individualized Education Plan (IEP): An IEP for children with disabilities, which includes services in Head Start Pre-Birth to Five Program, must be developed following all state and federal regulations, and should include Head Start Pre-Birth to Five staff and/or providers, as appropriate. Brandon Valley School District is required to complete the evaluation process within 25 school days from the date parent consent for evaluation is received, unless other timelines are agreed upon by the LEA and parent. The development of an IEP for the child must be conducted within 30 days of a determination that the child needs special education and related services. Services outline in the IEP begin according to the start date documented in the IEP.
8. Program Options: Brandon Valley School District and Head Start Pre-Birth to Five Program can explore various options in the placement of children with disabilities. Local service arrangements may include placement in Head Start with itinerant staff from local education agencies; dual placement in both a Local Education Agency and Head Start; contracts for service; and other cooperative arrangements.
9. Providing Services: Brandon Valley School District and Head Start Pre-Birth to Five should provide services in a collaborative delivery model for children with disabilities and children served through ESEA Sec. 1119.
10. Transitions: Transition meetings should begin prior to the child entering Kindergarten. All information shared in this process shall conform to the confidentiality and due process requirements.
11. In-Service: Brandon Valley School District and Head Start Pre-Birth to Five Program can include each other's agency's personnel in in-service training activities whenever possible and appropriate.

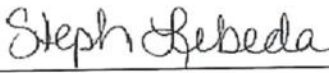
12. Shared Resources: Head Start Pre-Birth to Five Program and Brandon Valley School District will share resources and training and technical assistance services which may include shared personnel, cooperative resource libraries, facilities, equipment, transportation, contracted services, and exchange of in-kind services. The LEA is the agency responsible to ensure that a FAPE is made available to each eligible child.
13. Information Systems: Children enrolled in Head Start Pre-Birth to Five with services provided by Brandon Valley School District under an IEP shall be reported by Brandon Valley School District for inclusion in the federal child count and by Head Start Pre-Birth to Five in the Head Start Program Information Report (PIR)

### DEFINITIONS

<u>Technical</u>	Provides targeted advice, guidance, and information through locally based
<u>Assistance Network</u>	Technical Assistance Specialist and directly to grantees to support the inclusion of children with disabilities and their families in Head Start and Early Head Start Programs.
<u>EHS:</u>	A Program funded under the Reauthorization Act of 1995 to provide comprehensive services to low-income pregnant women, children birth to age 3, and their families. In this agreement Early Head Start (EHS) shall include both Tribal and Regional Early Head Start programs.
<u>Head Start:</u>	A program funded under the Economic Opportunity Act of 1964 as amended and carried out by a local agency or grantee to provide ongoing comprehensive child development services for children ages 3-5 and their families.
<u>45 CFR:</u>	45 <sup>th</sup> Book of Code of Federal Regulations (commonly referred to Head Start Performance Standards).

We the undersigned agree to follow this agreement for coordination or cooperation.

\_\_\_\_\_  
Superintendent of School District

  
\_\_\_\_\_  
Head Start Pre-Birth to Five Director

\_\_\_\_\_  
Date

\_\_\_\_\_  
September 17, 2021  
Date

Approve recommendation to hire Taylor Welsh, Inspiration Elementary Special Education Educational Assistant, full-time, \$15.90/hour, effective September 28, 2021



**BRANDON VALLEY SCHOOL DISTRICT**  
District Office of Special Services  
**501 Holly Blvd., Brandon, SD 57005-1277**  
Phone (605) 582-3446  
Fax (605) 582-3229

Wendy Otheim, Director

Brandon Valley School District 49-2  
Employment Recommendation Form

Name: Taylor Welsh  
Address/Phone: 615 Nicholas Circle Brandon, SD 57005 605-838-7433  
Email: Taylorwelsh7@gmail.com  
Date: September 15, 2021

Position(s) Offered

Position: Special Education Educational Assistant Inspiration Elementary

Salary: \$15.90 *OR \$1. 9/15/21*  
Starting date: September 28, 2021

Extracurricular Activities: N/A

General Information

Most Recent School/District/Employer(s): Honeybee Academy

Years of Experience: 5

Salary Lane/Step: N/A  
(if applicable)

Education: High School Diploma

Interview Information

# of Candidates Applying: 2

# Interviewed: 1

Conditions of employment:

Successful completion of background check  
Completion of Business Office Requirements

Wendy Otheim  
Signature of Interviewer

Approve resignation from Emily Gacke, Brandon Elementary  
Child Nutrition, effective September 30, 2021



BRANDON VALLEY SCHOOL DISTRICT NO. 49-2  
Child Nutrition Director  
Brandon, SD 57005

Brandon Valley School District 49-2  
Employment Resignation Form

**Name:** Emily Gacke  
**Address/Phone:** 405 N Willow Creek Ave, Sioux Falls, SD 57110  
605-941-2100

**Date:** September 20, 2021

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**Position(s)**

**Position:** BE PT 3.75 Hours

**Extracurricular Activities:** N/A

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**General Information**

Please accept the resignation of Emily Gacke. Her last day of work is September 30, 2021.  
She has resigned due to family needs at home.

Approve recommendation to hire Janna Conrad, Brandon  
Elementary Reading Interventionist, \$35,340.00 (BA+15 Step 3  
X 86% ~ Title I Hiring Schedule ~ 155 day contract), effective  
September 28, 2021, one year position

**Brandon Valley School District 49-2  
Employment Recommendation Form**

**Name:** Janna Conrad

**Address/Phone:** 7305 E. Palomino Rd. Sioux Falls, SD 57110 (605) 270-0299

**Email:** conradjanna@gmail.com

**Date:** September 22, 2021

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**Position(s) Offered**

**Position:** Reading Interventionist at Brandon Elementary School (One Year Position)

**Salary:** \$36,796 (\$35,340 = Salary)+(\$1,000 Salary Enhancement)+(Two Extra Paid Days = \$456)

**Determination of Salary**

\$41,290 (\$48,012 X 86% = \$41,290) *Reading Interventionist with Reading Minor = 86%*

\$41,290 / 181 Days = \$228

181 Days – 26 Days Missed (23 Student Contact & 3 Inservice Workshop) = 155 Days

**155 Days X \$228 = \$35,340 Base Salary**

\$35,340 Salary + \$1,000 Salary Enhancement + Two Extra Paid Days \$456 = \$36,796

Starting date: September 28, 2021

OK  
Pl 9/23/21

**Extracurricular Activities:** N/A

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**General Information**

**Most Recent School/District/Employer(s):** Fred Assam Elementary School/Brandon Valley School District

**Years of Experience:** 3

**Salary Lane/Step:** BA+15 / Step 3

(If applicable)

**Education:** Dakota State University Bachelor of Science

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**Interview Information**

**# Of Candidates Applying:**   5  

**# Interviewed:**   1  

**Conditions of employment:**

Successful completion of background check

Completion of Business Office Requirements

**Merle Horst**

Signature of Interviewer

Approve recommendation to hire Haley Carmody, Intermediate School Special Education Educational Assistant, full-time, \$15.90/hour, effective October 12, 2021



**BRANDON VALLEY SCHOOL DISTRICT**

District Office of Special Services

**501 Holly Blvd., Brandon, SD 57005-1277**

Phone (605) 582-3446

Fax (605) 582-3229

Wendy Otheim, Director

Brandon Valley School District 49-2  
Employment Recommendation Form

Name: Haley Carmody

Address/Phone: 1205 E Redwood Blvd #13 Brandon, SD 57005 605-553-3683

Email: haleycarmody@hotmail.com

Date: September 24, 2021

Position(s) Offered

Position: Special Education Educational Assistant BV Intermediate School

Salary: \$15.90

Starting date: October 12, 2021

Extracurricular Activities: N/A

TML 9/24/21

General Information

Most Recent School/District/Employer(s): Honey Bee Academy

Years of Experience: 6.5

Salary Lane/Step: N/A  
(if applicable)

Education: High School Diploma

Interview Information

# of Candidates Applying: 2

# Interviewed: 2

Conditions of employment:

Successful completion of background check

Completion of Business Office Requirements

Wendy Otheim  
Signature of Interviewer

# Approve lane change request for Jeff Fode, BA to BA+15

Fode, Jeff - BA to BA+15

# Approve recommendation to hire substitute for the 2021-2022 school year

Mier, Jennifer

Thank you from Jessica Rasmussen and family for flowers sent in honor of the birth of their daughter, Claire



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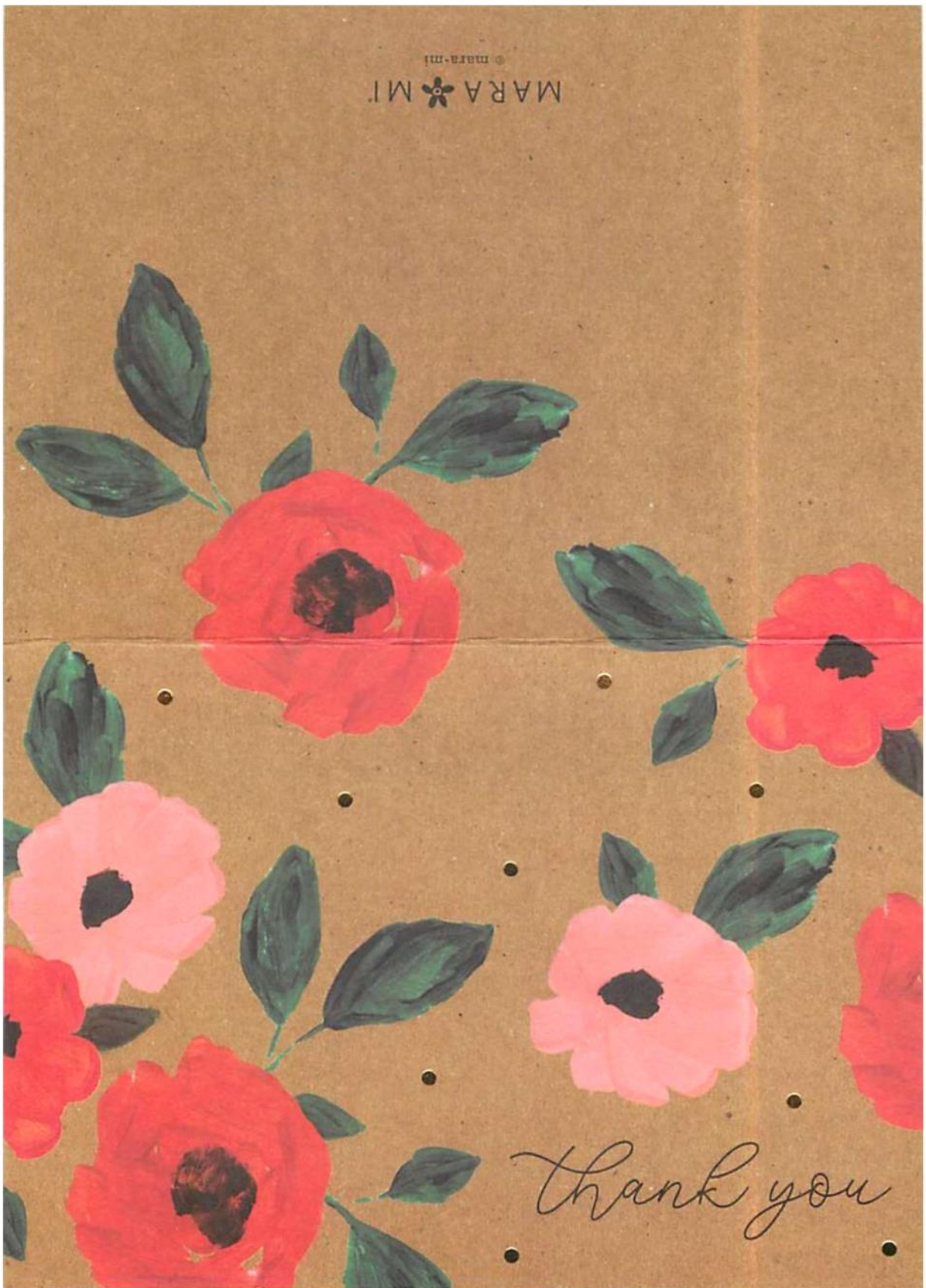
BV BOE & Admin—

Thank you so much for the beautiful pink floral arrangement in celebration of our daughter, Claire.

I am so appreciative to work in such an exceptional School district like Brandon Valley.

Thanks, again!

~Grant & Jessica Rasmussen



# EDEC Regular Meeting Minutes - 08/18/2021

EAST DAKOTA EDUCATIONAL COOPERATIVE  
Regular Meeting  
Wednesday, August 18, 2021

The annual meeting of East Dakota Educational Cooperative was called to order at 5:02 p.m. on Wednesday, August 18, 2021, via Zoom by President Renee Ullom. Members present were Renee Ullom, Lexy Klinkhammer, Gordon Sweeter, and Scott Sandal, all by Zoom. Members of administration present were Joan Frevik, Lisa Bjorneberg, and Dave Vander Grift, all by Zoom.

Motion by Sandal, seconded by Klinkhammer to approve the agenda as presented. On a roll call vote, the following voted aye: Sandal, Klinkhammer, Sweeter, and Ullom. Voting nay: none. Motion carried.

Motion by Sandal, seconded by Klinkhammer to approve the July 20, 2021, board meeting minutes as published. On a roll call vote, the following voted aye: Sandal, Klinkhammer, Sweeter, and Ullom. Voting nay: none. Motion carried.

President Ullom asked for Conflict of Interest Disclosures. None were presented.

Joan Frevik gave an update on administrative matters.

Motion by Sandal, seconded by Klinkhammer to approve a transfer of \$20,000 from the General Fund to the Food Service Fund. On a roll call vote, the following voted aye: Sandal, Klinkhammer, Sweeter, and Ullom. Voting nay: none. Motion carried.

Motion by Sandal, second by Klinkhammer to approve the items in the consent agenda. On a roll call vote, the following voted aye: Sandal, Klinkhammer, Sweeter, and Ullom. Voting nay: none. Motion carried.

The consent agenda addressed the following items:

July payroll report: \$304,282.59 Salaries expense; \$21,564.13 FICA/Medicare expense; and \$58,466.72 Benefits Expense, for a total payroll of \$384,313.44.

Additions to Pay: Sydney Arrington - 13 hours extra duty pay, \$289.51 with July payroll. Chantal Beam - 38.25 hours extra duty pay (summer school), \$904.41 with July payroll. Christine Clausen - 42.25 hours extra duty pay (summer school), \$998.99 with July payroll. Ryan Debelak - 11 hours extra duty pay, \$323.51 with July payroll. Whitley Heubrock - 6.5 hours extra duty pay, \$153.73 with July payroll. Lee Hoover - 40 hours extra duty pay (summer school), \$946 with July payroll. Kristy Jackson - 4.5 hours extra duty, \$147.24 with July payroll. Sarah Kanable - 62.5 hours extra duty and McCrossan sub, \$1835.63 with July payroll. Laura Kapperman - 8.25 hours extra duty (evals), \$344.45 with July payroll. Dianne Mork - 18.75 hours extra duty (ESY), \$957.75 with July payroll. Angie Mulder - 16 hours extra duty (McCrossan training), \$578.40 with July payroll. Amy Mutschelknaus - 39.25 hours extra duty (ESY), \$2112.05 with July payroll. Eugene Nduru - 38.25 hours extra duty (summer school), \$904.41 with July payroll. Hannah Phillips - 42.5 hours extra duty (summer school), \$1237.60 with July payroll. Lorelei Thompson - 27.25 hours extra duty (ESY), \$1741.82 with July payroll. Rebecca Thompson - 8.5 hours extra duty, \$203.32 with July payroll. Mark Uhrich - .75 hour straight time, .75 hour overtime, \$34.33 with July payroll. Ashley Wells - 7.25 hours extra duty (sub), \$181.25 with July payroll.

Additions to Staff: Annette Gering-Polreis - hired as virtual Early Childhood Sped Teacher. Contract for 37, four-hour days between August 16, 2021 and June 30, 2022 for a contract amount of \$5,180. Tamara Lund - hired as part-time Speech-Language Pathologist for 77 days between August 16, 2021 and June 30, 2022 for a contract amount of \$25,718.

Reductions to Staff: Marissa Fallesen - resigned Technology Manager position, effective September 3, 2021.

July disbursements in the amount of \$143,888.57 were as follows: ACE HARDWARE, \$62.47; ADOBE INC, \$13.83; AGEDNET.COM, \$930.00; AGRICULTURE EXPERIENCE TRACKER, \$1950.00; AMAZON, \$8873.07; ANDERSON, HOLLY, \$625.00; APPLE, \$3.18; ARROWWOOD RESORT & CONFERENCE CENTER, \$253.50; AUST, BRIAN, \$60.29; BEST BUY, \$129.99; BHPHOTOVIDEO.COM, \$224.99; BLACKSMITH, KYLEIGH, \$3788.00; BLICK, \$2411.20; BRINSEA PRODUCTS INC, \$1660.99; BUSINESS & CLINICAL MANAGEMENT SERVICES, \$500.00; COSTCO, \$4834.97; COUNCIL FOR EXCEPTIONAL CHILDREN, \$850.00; DHE COMPUTER SYSTEMS, \$6521.46; DRESSFORMSUSA.COM, \$1926.00; EAST DAKOTA FOUNDATION, \$19150.00; ECOWATER SYSTEMS, \$34.00; EFAX, \$16.95; FALLESEN, MARISSA, \$11.76; GAS STATION, \$50.06; GOOGLE VOICE, \$502.27; GREATER SIOUX FALLS AREA CHAMBER OF COMMERCE, \$25.00; HAUGAAR, JENNIFER, \$262.50; HENDRICK, HARLON, \$2830.00; HILL, BRENDA, \$262.50; HOLIDAY INN EXPRESS, \$77.00; HOME DEPOT, \$46.23; HURT, ASHLEY, \$2576.00; HUTMAN, INC, \$105.00; JAMES STANDFIELD COMPANY, INC, \$2723.70; JANELLETHE.COM, \$300.00; JCL SOLUTIONS, \$4044.42; JONES, SUZANNE, \$74.34; KELO-TV, \$149.00; KNOWLEDGE MATTERS, \$1595.00; LAMPSPROS, \$74.98; LANDSCAPE GARDEN CENTER, \$45.78; LEARNING A-Z, \$236.00; LEWIS DRUG, \$26.75; LYNN, JACKSON, SHULTZ & LEBRUN, PC, \$873.00; MARSHALLS, \$21.29; MATHESON, \$90.52; MEETEDISON.COM, \$802.80; MENARD'S, \$268.90; MICROSCOPE.COM, \$758.00; MIDAMERICAN ENERGY, \$272.19; MIDCO, \$380.54; MONEY INSTRUCTOR, \$29.95; MULTI-HEALTH SYSTEMS INC, \$425.00; MYSTERY SCIENCE, \$1249.00; N2Y.COM, \$582.24; NEWEGG BUSINESS, \$5299.90; NORBERG PAINTS INC, \$101.09; NOVAK SANITARY SERVICE, \$466.31; PEARSON, INC, \$2087.55; QUALIFIED PRESORT SERVICE, \$138.63; RAMKOTA HOTEL, \$193.98; REALITY WORKS INC, \$33085.66; REALLY GOOD STUFF, LLC, \$140.90; REISCH, KARIN, \$14.70; RESTAURANTS VARIOUS, \$12.80; SALAZAR, VINCENT, \$3788.00; SCHOOL ADMINISTRATORS OF SD, \$834.00; SCHOOL MATE, \$305.00; SCHOOL OUTFITTERS, \$33.95; SD DEPARTMENT OF EDUCATION, \$25.00; SD TEACHER PLACEMENT CENTER, \$435.00; SDSU EXTENSION, \$250.00; SESHM, \$249.00; SIOUX FALLS FOOD COOP, \$29.53; SIOUX FALLS UTILITIES, \$154.92; SOAR LEARNING INC, \$677.60; TALK TOOLS, \$110.00; TARGET, \$93.33; TECHSOUP, \$35.00; TESSIER'S INC, \$1424.62; THEATERFOLK, \$40.00; THOMPSON ELECTRIC, \$3301.26; THOMPSON, LORELEI, \$110.04; THYEN, PATRICIA, \$978.75; TJMAXX, \$42.59; UNRUH, ERIN, \$937.50; USI LAMINATE, \$181.64; VANDE KAMP, SARA, \$104.16; VISTAPRINT, \$46.25; WALMART, \$159.48; WEBSTAIRANT STORE, \$1821.52; WIGG, BARBARA, \$595.00; WILDFLOWER CLEANING COMPANY, \$829.70; XCEL ENERGY, \$3165.10; ZOOM VIDEO COMMUNICATIONS, \$4997.50;

Motion by Klinkhammer, second by Sandal to approve the following revenue agreements. On a roll call vote, the following voted aye: Sandal, Klinkhammer, Sweeter, and Ullom. Voting nay: none. Motion carried.

- 1 BRANDON VALLEY - ACADEMY, \$211200, 22.AC.BV.779.01
- 2 BRANDON VALLEY - AUTISM, \$54464, 22.BA.BV.802.01
- 3 BRANDON VALLEY - AUTISM, \$36376, 22.BA.BV.802.01
- 4 STATE OF SD - EMPLOY ARLENE, \$94013.88,
- 5 BRANDON VALLEY - OT SERVICES, \$219050, 22.OT.BV.815.01
- 6 STATE OF SD - FISCAL AGENT SERVICES, \$125317, 2021C-774 #3
- 7 STATE OF SD - FISCAL AGENT SERVICES, \$11338.8, 2022C-084
- 8 WEST CENTRAL - PROSPER SERVICES, \$53760, 22.PR.WC.804.01
- 9 BRANDON VALLEY - PROSPER SERVICES, \$161280, 22.PR.BV.804.01
- 10 MOBRIDGE-POLLACK - PSYCHOLOGY SERVICES, \$40800, 22.PY.MP.805.01
- 11 TEA AREA - PROSPER SERVICES, \$53760, 22.PR.TA.804.01
- 12 BRANDON VALLEY - PT SERVICES, \$221450, 22.PT.BV.801.01
- 13 BRANDON VALLEY - PROJECT SEARCH, \$52443, 22.PS.BV.765.01
- 14 OGLALA - SLP SERVICES, \$76256, 22.SP.OG.803.01
- 15 OGLALA - SLP SERVICES, \$76256, 22.SP.OG.803.02

- 16 OGLALA - SLP SERVICES, \$45178, 22.SP.OG.803.03
- 17 LENNOX - SLP SERVICES, \$29520, 22.SP.LX.803.01
- 18 WEST CENTRAL - SLP SERVICES, \$44280, 22.SP.WC.803.01
- 19 SOUTH CONTRAL COOP - SLP SERVICES, \$, 22.SP.SC.803.02
- 20 SOUTH CONTRAL COOP - SLP SERVICES, \$3437, 22.SP.SC.803.03
- 21 WEST CENTRAL - TRANSITION, \$34962, 22.TR.WC.765.01
- 22 BRANDON VALLEY - TRANSITION, \$52443, 22.TR.BV.765.01
- 23 BRANDON VALLEY - STRIVE, \$12976, 22.ST.BV.765.01
- 24 STATE OF SD - BIRTH TO THREE, \$46920, 2022C-037
- 25 STATE OF SD - SIF, \$68169, 2019C-330
- 26 MITCHELL - STRIVE, \$12976, 22.ST.MT.765.01
- 27 STATE OF SD - FISCAL AGENT SERVICES, \$6005.52, 2022C-079
- 28 STATE OF SD - CNA, \$41459.94, 2021C-593 #1
- 29 STATE OF SD - SDCNA WORKSHOPS, \$32908.82, 2022C-091

Motion by Klinkhammer, second by Sandal to approve the following policies. On a roll call vote, the following voted aye: Sandal, Klinkhammer, Sweeter, and Ullom. Voting nay: none. Motion carried.

- 1. JICI (formerly JFCF) Weapons in Schools
- 2. JHCC Student Communicable Diseases
- 3. JLCD (formerly JHCD) Administering Medicines
- 4. JICH (formerly JFCH/JFCI) Drug and Alcohol Use by Students
- 5. JIH Student Searches
- 6. JH Student Attendance (formerly JEE and JED)

Motion by Sandal, second by Klinkhammer to adjourn the meeting at 5:24 p.m. On a roll call vote, the following voted aye: Sandal, Klinkhammer, Sweeter, and Ullom. Voting nay: none. Motion carried.

Approved this 21st day of September, 2021.

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Board President

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Business Manager

# EDEC Regular Meeting Agenda - 09/21/2021

East Dakota Educational Cooperative  
Board Agenda – Regular Meeting

**Wednesday, September 21, 2021**  
**5:00 p.m.**

Teachwell Administration Building  
715 East 14<sup>th</sup> Street  
Sioux Falls, SD 57104

Join Zoom Meeting

<https://us02web.zoom.us/j/83025803450?pwd=dGlIMDZiOXkzUjB1LzE2SVpKT3dPd09>

Meeting ID: 830 2580 3450

Passcode: dQb3wq

**Record of Members Present & Absent/Establishment of Quorum:**

1. Board Members Present
2. Board Members Absent
3. Members of Administration Present

**September 21, 2021 Agenda:**

1. Adoption of Agenda

**Action Item**

**Approval of Minutes:**

- |                       |                        |                    |
|-----------------------|------------------------|--------------------|
| 1. Date Meeting Held: | August 18, 2021        | <b>Action Item</b> |
| Type of Meeting:      | Annual                 |                    |
| Publication:          | Brandon Valley Journal |                    |

**Disclosure of Conflict of Interest and Requests for Waiver**

**Public Comment Period**

**Administrative Update**

1. Program Enrollment overview
2. Impacts of COVID
3. CANS lunch/breakfast provision
4. McCrossan library grant

**General Business**

1. Approval of the 2022 Budget

**Action Item**



**Authorizations:**

- |   |                    |
|---|--------------------|
| 1. Consent Agenda   | <b>Action Item</b> |
| a. Payroll Report by Cost Center  |                    |
| b. Personnel Report   |                    |
| c. Disbursements & Prepaid Checks   |                    |
| d. Cash Report  |                    |
| 2. Agreements   | <b>Action Item</b> |
| a. Revenue Agreements   |                    |
| 1. SIOUX FALLS SCHOOL DISTRICT - OCCUPATIONAL THERAPY SERVICES, \$9600, 22.OT.SF.814.01 |                    |
| 2. WEST CENTRAL SCHOOL DISTRICT - SLP SERVICES, \$31570, 22.SP.WC.803.03                |                    |
| 3. BON HOMME SCHOOL DISTRICT - CURRICULUM CONSULTING, \$1700, 22.PD.BH.660.01           |                    |
| 3. Policies   | <b>Action Item</b> |
| a. Extension of leave under GCCAB   |                    |

**Informational Items:**

1. Next Meeting: Tuesday, October 19, 2021, 5:00 p.m.
- 

**Distribution of Agenda with handouts:**

Scott Sandal, Gordon Sweeter, Renee Ullom, Lexi Klinkhammer  
Lisa Bjorneberg, Dave Vander Grift, Joan Frevik, EDEC Administration Building

**Agenda and Minutes Only:**

Posted to Teachwell Solutions website: [www.teachwell.org](http://www.teachwell.org)

## Student Activities, Curriculum & Technology Committee Report - September 21 & 23, 2021



## **BRANDON VALLEY SCHOOL DISTRICT 49-2**

### **Administration Center**

300 South Splitrock Boulevard, Brandon, SD 57005-1652

Dr. Jarod M. Larson, Superintendent  
Paul J. Lundberg, Business Manager  
Ty Hentschel, Operations Manager

## **Student Activities, Curriculum & Technology Committee 9/27/21 Report**

The Student Activities, Curriculum, and Technology Committee is involved with the large collaborative workgroups charged with reviewing challenges, evaluating options, and recommending strategies for Elementary – Middle School Gifted Education and 4<sup>th</sup> Grade Orchestra programming.

The process for both workgroups is underway, and a final report and respective committee recommendations will be presented in November once the processes are completed.

### **Gifted Education Programming Workgroup Process**

**Objectives:** Review Current Challenges, Evaluate Similar School Strategies, Develop Options, Utilize a SWOT Analysis in Evaluation of Options, Develop a Programmatic Recommendation

**Committee Result:** Develop programmatic recommendation for Elementary – Middle School Gifted Education.

- 9/21/21 – Committee Meeting (Completed)
- 10/5/21 – Committee Meeting
- 10/19/21 – Committee Meeting

### **4<sup>th</sup> Grade Orchestra Programming Workgroup Process**

**Objectives:** Review Current Challenges, Evaluate Similar School Strategies, Develop Options, Utilize a SWOT Analysis in Evaluation of Options, Develop a Programmatic Recommendation

**Committee Result:** Develop programmatic recommendation for 4<sup>th</sup> Grade Orchestra.

- 9/23/21 – Committee Meeting (Completed)
- 10/7/21 – Committee Meeting
- 10/21/21 – Committee Meeting

# Safety Committee Report - 09/22/2021



## **BRANDON VALLEY SCHOOL DISTRICT 49-2**

### **Administration Center**

300 South Splitrock Boulevard, Brandon, SD 57005-1652

Dr. Jarod M. Larson, Superintendent  
Paul J. Lundberg, Business Manager  
Ty Hentschel, Operations Manager

## **Safety Committee 9/27/21 Report**

A Safety Committee Meeting was held on September 22, 2021 @ 7:00 a.m. in the BVHS Community Room.

Officer Carda provided an SRO Update. COVID-19 Pandemic Response Plan was reviewed.

The District Safety Manual Update for 2021-22 School Year has been completed and the committee reviewed the responsibilities of the various Crisis Management Accountability Teams. In addition, there was discussion on Alternative Sites and Lockdown Procedures, including the identification of potential problem areas.

The Reunification Process was also discussed and updated due to staff changes in the district and new staff assignments. Building-level maps were also reviewed and Inspiration Elementary was added to the plan. The development of Emergency Kits/Buckets is underway.

The Safety Committee will again be pushing out Public Safety Announcements at a district-wide level. Which include the Vaping education for students/staff/parents/community and the importance on not being a Distracted Driver / Don't Text and Drive.