

**SUMMIT SCHOOL DISTRICT #54-6  
400 West Sherman Avenue  
Summit, SD 57266**

**REQUEST TO WAIVE ACCOUNTABILITY #1:**  
**Total Expenditures for Teacher Compensation**

**OCTOBER 2017**

Dear School Finance Accountability Board,

The Summit School District is presenting you documentation today to request a waiver for the Teacher Accountability #1: Total Expenditures for Teacher Compensation. During 2017 fiscal year the Summit School Board and Administrators worked tirelessly to provide adequate teacher salaries to meet both accountabilities set by the South Dakota Department of Education. Due to unforeseen circumstances which left the Summit School District powerless, we were unsuccessful in meeting one of two accountabilities.

In this narrative we will provide you explanations and documentation on why the School District was unsuccessful in expending \$96,985 to meet the Teacher Compensation Accountability #1.

Thank you for your time in viewing our waiver request, and if you have any other questions please feel free to contact the Summit School District.

Best regards,

Kurt Jensen  
Summit School Superintendent

A handwritten signature in cursive script that reads "Becky Hubsch".

Becky Hubsch  
Summit School Business Manager

**Request for Waiver - Teacher Compensation Accountabilities**  
SDCL 13-13-73.6

Name of School District: Summit School District 54-6

School Year: 2017

Contact Person: Kurt Jensen  
Phone Number: 605-398-6211  
Date: \_\_\_\_\_

Title: Superintendent  
Email Address: Kurt.jensen@K12.sd.us  
Signature: \_\_\_\_\_

FY2016 Total Teacher Compensation:	\$ <u>697,597</u> -
FY2016 Average Teacher Compensation:	\$ <u>42,125</u> -
FY2017 Total Teacher Compensation:	\$ <u>721,096</u> -
FY2017 Average Teacher Compensation:	\$ <u>49,934</u> -
FY2017 Total Teacher Compensation Accountability	\$ <u>818,081</u> -
FY2017 Average Teacher Compensation Accountability	\$ <u>47,904</u> -

Difference Total TC:	\$ <u>23,499</u> -
Difference Avg TC:	\$ <u>7,769</u> -
Difference Accountability #1	\$ <u>(96,985)</u>
Difference Accountability #2	\$ <u>1,936</u> -

**Check the appropriate accountability:**

Request to Waive Accountability #1: Total Expenditures for Teacher Compensation

Request to Waive Accountability #2: Average Teacher Compensation

<u>X</u>

Please list all documents provided to the board supporting this request\*:

\* Districts must submit Teacher Compensation Report (as reported for Annual Report)

Please explain the reason(s) for this request:

As per ARSD the board may consider a request to waive an accountability due to:

- 1) Retirement of a Teacher; or
- 2) Declining Student Enrollment; or
- 3) Change in Budgeted Costs for Benefits; or
- 4) An Unanticipated Change in Teacher FTE; or
- 5) Any Un-Foreseen or Extenuating Circumstance.

**School Finance/Accountability Board Action**

Approved: \_\_\_\_\_  
Denied: \_\_\_\_\_  
Date: \_\_\_\_\_

**Appropriations Committee Action**

Approved: \_\_\_\_\_  
Denied: \_\_\_\_\_  
Date: \_\_\_\_\_

## Report: Teacher Compensation Prior Year/Current Year Comparison

From 2016 to 2017

District Number: 54006

District Name: Summit 54-6

Last Name	FY16		FY17	
	FTE	Total Compensation	FTE	Total Compensation
Arend, Bradley	1.00	\$46,760	1.00	\$54,248
Bauer, Katrina	1.00	\$45,499	0.67	\$34,267
Bloom, Nathan	1.00	\$42,913	1.00	\$50,406
Breske, Mary	1.00	\$44,840	1.00	\$52,334
Ching, Kathleen	1.00	\$36,540		
Dallman, Laura	1.00	\$38,382	1.00	\$45,153
Darby, Melissa			1.00	\$42,299
Ebsen, Jacob	1.00	\$35,529	1.00	\$42,299
Jaikowski, Amber	0.56	\$25,418		
Gleason, Victoria			1.00	\$50,536
Lauck, Kasandra	1.00	\$36,696	1.00	\$43,465
Hills, Brittany	1.00	\$41,900	1.00	\$43,500
Hills, Elizabeth	1.00	\$46,062	1.00	\$53,556
Ioffman, Margaret	1.00	\$45,604	1.00	\$53,097
Nowick, Susan	1.00	\$36,100		
Pottebaum, Evan	1.00	\$44,755	0.80	\$52,249
Purdy, Nancy	1.00	\$44,702	1.00	\$52,196
Quale, Cassi	1.00	\$41,900		
Zirbel, Cheri	1.00	\$43,997	1.00	\$51,491
Total FTE/Compensation:	16.56	\$697,597	14.47	\$721,096
Average Compensation:		\$42,125		\$49,834



2017 CERTIFIED TEACHER BUDGET

Fund	Function	Teaching Area	Last Name	First Name	FTE	36977 start	SS/Med	Retire	Health	1.90/mth	Unempl	WC
						FY2016-17 Total Teaching Sal	7.65%	6.00%	589,41*12	1.90*12	15000*.55%	.52/100
10	1111		Bauer	Katrina	1.00	\$40,129	\$3,069.86	\$2,407.73	7,072.92	22.8	82.5	\$208.67
	1111		Bloom	Nathan	1.00	\$37,863	\$2,896.53	\$2,271.79	7,072.92	22.8	82.5	\$196.89
	1111		Breske	Mary	1.00	\$39,552	\$3,025.70	\$2,373.10	7,072.92	22.8	82.5	\$205.67
	1111		Gleason	Victoria	1.00	\$37,977	\$2,905.24	\$2,278.62	7,072.92	22.8	82.5	\$197.48
	1111		Dallman	Laura	1.00	\$39,477	\$3,019.99	\$2,368.62	7,072.92	22.8	82.5	\$205.28
	1111		Hauck	Kasandra	1.00	\$37,999	\$2,906.92	\$2,279.94	7,072.92	22.8	82.5	\$197.59
	1111		Hills	Brittany	1.00	\$36,977	\$2,828.71	\$2,218.60	7,072.92	22.8	82.5	\$192.28
	1111		Purdy	Nancy	1.00	\$39,431	\$3,016.44	\$2,365.84	7,072.92	22.8	82.5	\$205.04
	1111		Zirbel	Cheryl	1.00	\$38,813	\$2,969.19	\$2,328.78	7,072.92	22.8	82.5	\$201.83
	1111	Music	Ebsen	Jacob	1.00	\$36,977	\$2,828.71	\$2,218.60	7,072.92	22.8	82.5	\$192.28
	1131	50										
	1131		Knudson	Kent	0.50	\$19,989	\$1,529.12	\$1,199.31	3,536.46	13	47.03	\$103.94
	1131		Arend	Brad	1.00	\$41,233	\$3,154.35	\$2,474.00	7,072.92	22.8	82.5	\$214.41
	1131		Hoffman	Nichole	1.00	\$40,220	\$3,076.85	\$2,413.22	7,072.92	22.8	82.5	\$209.15
	1131		Darby	Melissa	1.00	\$36,977	\$2,828.71	\$2,218.60	7,072.92	22.8	82.5	\$192.28
	1111	93	Hills	Elizabeth	1.00	\$40,622	\$3,107.60	\$2,437.34	7,072.92	22.8	82.5	\$211.24
	1131	7										
	1273	Title	Ching	Kathleen	1.00	\$37,863	\$2,896.52	\$2,271.78	7,072.92	22.8	82.5	\$196.89
22	1221	60	Pottebaum	Evan	0.80	\$39,477	\$3,019.96	\$2,368.60	7,072.92	22.8	82.5	\$205.28
	1222	40										
	<b>TOTALS</b>				<b>16.30</b>	<b>\$641,574.26</b>	<b>\$49,080.43</b>	<b>\$38,494.46</b>	<b>116,703.18</b>	<b>377.80</b>	<b>1,367.03</b>	<b>3,336.19</b>
Accountability #1 Total Expenditures Teacher Compensation \$818,081								<b>MET</b>	<b>\$850,933.34</b>	<b>Total</b>		
Accountability #2 Average Teacher Compensation \$47,904								<b>MET</b>	<b>52204</b>	<b>Average Compensation</b>		

## Classified and Administration Salary Change from Fiscal Year 2016-2017

<i>Classified Staff</i>	FY16	FY17	INCREASE	PERCENTAGE
Secretary	\$ 13.50	\$ 14.18	0.68	5%
Technology Coordinator	\$ 19,881.52	\$ 21,000.00	1118.48	6%
Preschool Instructor	\$ 16.48	\$ 16.48	0	0%
SPED Paraprofessional	\$ 13.26	\$ 13.92	0.66	5%
SPED Paraprofessional	\$ 13.26	\$ 13.92	0.66	5%
Paraprofessional	\$ 11.37	\$ 12.99	1.62	14%
SPED Paraprofessional bus driver	\$ 13.26	\$ 13.92	0.66	5%
Title Paraprofessional	\$ 12.73	\$ 13.37	0.63	5%
Librarian	\$ 12.36	\$ 12.98	0.62	5%
Custodian/bus driver	\$ 15.00	\$ 15.75	0.75	5%
Asst.Custodian/Cook	\$ 10.00	\$ 11.50	1.5	15%
Head Cook	\$ 13.63	\$ 14.31	0.68	5%
Bus drivers	\$ 11.11	\$ 11.67	0.56	5%
Bus driver supervisor	\$ 33.75	\$ 35.44	1.69	5%
			Total Average	6%
<i>Noncertified teacher position</i>	FY16	FY17	INCREASE	PERCENTAGE
Title Teacher (noncertified)	\$ 31,913.13	\$ 36,977.00	5063.87	16%

<i>Administration</i>	FY16	FY17	INCREASE	PERCENTAGE
Superintendent	\$ 65,000.00	\$ 68,601.00	3601	6%
Dean of Students	\$ -	\$ 32,577.56	32577.56	100%
Business Manager	\$ 37,757.89	\$ 47,476.00	9718.11	26%



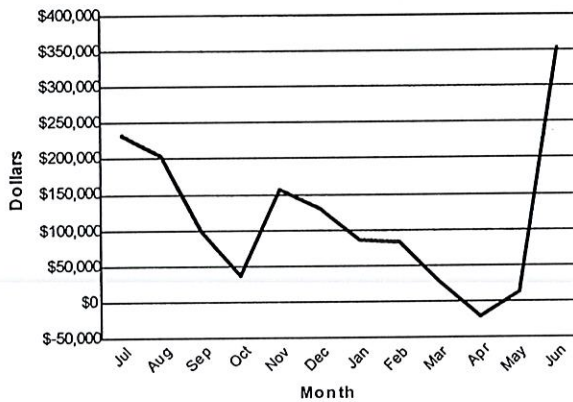
# Monthly Cash Balance Survey - FY2017

Summit 54-6

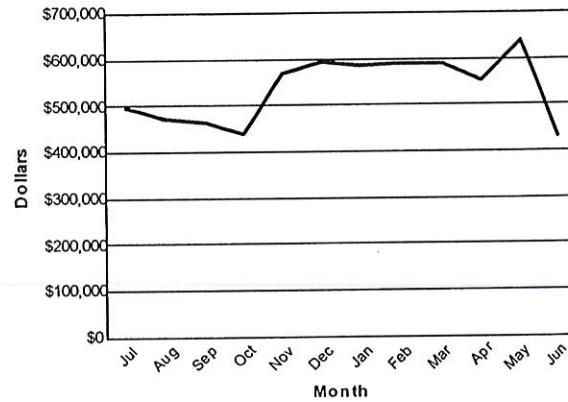
Month	General Fund - 10	Capital Outlay Fund - 21	Special Education Fund - 22	Pension Fund - 24
July	\$231,404	\$499,409	\$141,513	\$49
August	\$202,512	\$471,388	\$133,012	\$55
September	\$98,280	\$465,623	\$121,542	\$296
October	\$36,608	\$440,288	\$111,921	\$721
November	\$157,940	\$572,111	\$159,644	\$14,216
December	\$131,012	\$596,631	\$156,751	\$16,700
January	\$85,467	\$587,617	\$143,697	\$16,729
February	\$83,104	\$589,064	\$132,482	\$16,755
March	\$25,821	\$591,699	\$126,179	\$16,787
April	\$-21,145	\$555,876	\$118,847	\$16,787
May	\$13,122	\$639,071	\$155,478	\$16,808
June	\$353,488	\$434,228	\$163,660	\$324

Dollar amounts are rounded to nearest whole dollar (no cents reported)

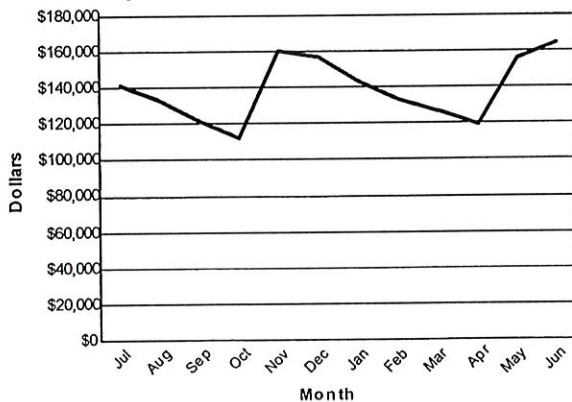
**General Fund - 10**



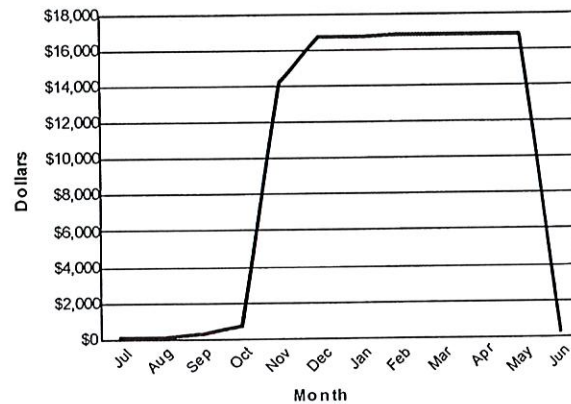
**Capital Outlay Fund - 21**



**Special Education Fund - 22**



**Pension Fund - 24**



**ACCOUNTABILITY ANALYSIS  
UNFORESEEN BUDGETED COSTS NOT EXPENSED**

Employee	Description	Cost
K.CHING	SALARY	\$ 37,863.00
	BENEFITS	\$ 12,543.00
K.BAUER	SALARY	\$ 13,303.00
	BENEFITS	\$ 5,424.00
K.KNUDSON	SALARY	\$ 19,988.50
	BENEFITS	\$ 6,429.00
L.DALLMAN	BENEFITS	\$ 7,072.92
M. DARBY	BENEFITS	\$ 7,072.92
J. EBSEN	BENEFITS	\$ 7,072.92
B.GRAF	BENEFITS	\$ 5,895.00
K. HAUCK	BENEFITS	\$ 7,072.92
	<b>FY 2017 TOTAL BUDGETED EXPENDITURES</b>	<b>\$129,737.18</b>

DIFFERENCE ACCOUNTABILITY #1 TOTAL EXPENDITURES TEACHER COMPENSATION (\$96,985.00)



## *Narrative*

The Summit School Board will present documentation on three different key factors which resulted in why the District fell short \$96,985 in Accountability #1: Total Expenditures for Teacher Compensation.

### 1) Staff Turn Over

- a. As the 2017 fiscal school year began we had a certified teacher, Kathleen Ching, step down from her teaching position as Title I teacher. We were unable to fill this position with a certified teacher which resulted the District unable to expense \$37,863 in budgeted salaries and \$12,418 in budgeted benefits.
- b. February 22, 2017 Katrina Bauer resigned as a certified teacher from the Summit School District. We were unable to fill this position with a certified teacher, and resulted in the District unable to expense \$13,303 left in salary and \$5,424 in benefits.

Please see attached documentation of the Summit School Board minutes verifying the resignation of Kathleen Ching and Katrina Bauer and copies of Kathleen Ching and Katrina Bauer's teaching contract.

**Summit School District  
Special Board Meeting  
August 11, 2016  
12:00 PM Board Room**

Members Present: Joe Johnston, Corrie Quale, and Ferdy Zirbel. Absent: Lisa Amdahl, Kevin Christofferson.  
Also Present: Kurt Jensen, Becky Hubsch, HKG Architects Representative Dean Marske.

At 12:04 pm Chairman Zirbel called the meeting to order.

No members presented a Conflict of Interest with the agenda.

17024 Motion by Quale second by Johnston to approve changes to the written agenda. All voted aye. Motion carried.

17025 Motion by Quale second by Johnston to approve application submission to the state of South Dakota for an Afterschool Center license. All voted aye. Motion carried.

17026 Motion by Johnston second by Quale to approve Special Education Agreement with Milbank School District. All voted aye. Motion carried.

Public Communications: HKG Architects Representative Dean Marske discussed four options for the school roof. Advertisement for closed bids will begin for the roof project and will be closed August 30<sup>th</sup>, 2016 at 2pm. Marske also discussed precast panels for the project.

Board tabled to approve proposed roofing options until August 30<sup>th</sup>, 2016 at 2:00pm.

17027 Motion by Johnston second by Quale to approve the second readings of the school Staff Handbook, Student Handbook, and Out-of-School Time Family Handbook. All voted aye. Motion carried.

17028 Motion by Quale second by Johnston to approve the Summit School District Policy on Enrollment, Transportation, School Origin, and the Elimination of Barriers for Children or Youth Experiencing Homelessness Including Unaccompanied Youth. All voted aye. Motion carried.

17029 Motion by Johnston second by Quale to approve remaining August claims, Walmart Inst. Supplies-\$359.70. All voted aye. Motion carried.

17030 Motion by Johnston second by Quale to go into executive session at 1:21pm for the purpose of staff personnel (SDCL 1-25-2:2). All voted aye. Motion carried.  
Chairman Zirbel declared the board out of executive session at 1:42pm.

17031 Motion by Quale second by Johnston to approve the resignation of Kathleen Ching as Title I teacher/director. All voted aye. Motion carried.

17032 Motion by Johnston second by Quale to adjourn the meeting at 1:44pm. All voted aye. Motion carried.

Special board meeting is scheduled for Tuesday, August 30<sup>th</sup>, 2016 at 2:00 pm.

The next regular board meeting is scheduled for Monday, September 12<sup>th</sup>, 2016 at 7:00pm.

  
Chairman-Ferdy Zirbel

  
Business Manager-Becky Hubsch



**Summit School District  
Special School Board Meeting Proceedings  
February 22, 2017  
5:45 p.m.**

**School Conference Room**

Members Present: Lisa Amdahl, Kevin Christofferson, Joe Johnston, Corrie Quale, and Ferdy Zirbel. Also Present: Kurt Jensen, Becky Hubsch, Cal Pies, Becky Pies, Katrina Bauer, Trina Fonder, Michelle Urban, Dewey Chapin, Marie Chapin, Jonathan Ebsen, Billi Whempner.

At 5:45pm Chairman Zirbel called the meeting to order.

Corrie Quale shared a Conflict of Interest with the approval of one employee's resignation.

17119 Motion by Quale second by Johnston to amend the agenda and add the approval item of Anderson Ladd quotes. All voted aye. Motion carried.

**Public Communications-**

Parents of some 6<sup>th</sup> grade students voiced concern about the future of the 6<sup>th</sup> grade class for the remainder of the semester. They were informed by Mr. Jensen that he has hired a long-term sub to finish the school year. The individual who is subbing has 32 years of teaching experience in the state of Minnesota.

Billi Whempner asked the board if the community hall would be available for a wedding reception in the next two years. She also requested the annual cost of operating the gym on behalf of SAEG.

17120 Motion by Amdahl second by Christofferson to go into Executive Session for the purpose of discussing personnel (SDCL 1-25-2:1) at 6:04 p.m. Chairman Zirbel declares them out of executive session at 6:23 p.m.

17121 Motion by Christofferson second by Quale to accept the resignation of Sarah Smith as OST Coordinator effective May 18, 2017. All voted aye. Motion carried.

Quale abstained from discussion

17122 Motion by Amdahl second by Johnston to accept the resignation of Karin Quale effective March 3, 2017. All voted aye. Motion carried.

Quale reconvened back into the discussion

17123 Motion by Johnston second by Amdahl to accept the resignation of Katrina Bauer effective February 22, 2017. All voted aye. Motion carried.

17124 Motion by Christofferson second by Amdahl to approve the Daktronics Digital Stat Tracker quote of \$ 11,886 and accepting the Booster Club donation of \$6,000 towards the stat tracker. All voted aye. Motion carried.

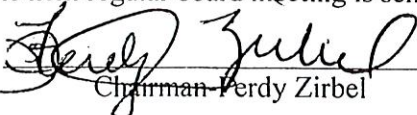
17125 Motion by Christofferson second by Johnston to approve purchasing gymnasium wall treatment quote of \$4,500 with Tricorne Audio. All voted aye. Motion carried.

17126 Motion by Christofferson second by Quale to table the bid from Athletic Edge. All voted aye. Motion carried.

17127 Motion by Johnston second by Quale to approve quotes from Anderson Ladd for gymnasium floor graphics of \$6100. All voted aye. Motion carried.

17128 Motion by Quale second by Amdahl to adjourn the special board meeting at 7:09 pm. All voted aye. Motion carried.

The next regular board meeting is scheduled for Monday, March 13, 2017 at 6:00 p.m.

  
Chairman-Ferdy Zirbel

  
Business Manager-Becky Hubsch

Summit School District 54-6

POB 791

Summit SD 57266

605-398-6211

TEACHER CONTRACT

This contract and agreement offered the 21st day of April 2016 shall become a binding contract when signed by the teacher and the authorized officials of the school district. This contract is entered into by and between the Summit School District 54-6 and Kathleen Ching.

This said teacher hereby contracts and agrees to act as teacher in the schools of said district for the 2016-2017 school term beginning on or about August 15, 2016 for 175 days.

That the said teacher hereby agrees to perform the duties as assigned to the terms of this contract and according to the rules of the State Board of Education, the statutes of the State of South Dakota and the rules, regulations, and policies adopted by the school district. It is hereby agreed that the said teacher may be required to perform pre-school and post-school term duties as set forth in the policies of the school district. It is hereby agreed that this contract may be terminated only by mutual consent of the contracting parties or by the statutory provisions of the laws of South Dakota. The Summit School District may, without liability, withdraw its offer of employment or terminate the temporary employment without notice if the criminal background investigation reveals a disqualifying record.

If no mutual consent as to termination exists and if the teacher initiates the termination of this contract prior to its terminal date, the school district may withhold from any monies due the teacher or collect from the teacher the sum of \$1000 liquidated damages if such termination occurs on or before July 1st, the sum of \$1500 if such termination occurs after July 1st, and \$2000 if such termination occurs after August 1st. It is hereby agreed that the amounts herein specified are fair and reasonable damages for breach of contract as provided in SDCL 53-9-5. It is further agreed that the assessment of liquidated damages shall not preclude the school district's utilization of the provisions of SDCL 13-42-0 on revocation of certificate.

I wish to be paid over ten (10) months for work performed during the 2016-2017 school year \_\_\_\_\_ (initial) or  
I wish to be paid over twelve (12) months for work performed during the 2016-2017 school year KC (initial).

In consideration of the services performed by the teacher the school district hereby agrees to pay the gross sum of \$37,863.00 for such services as herein set forth on a monthly basis as provided in school district policy.

In accordance with negotiated agreement, it is further agreed that:

Teaching duties as assigned

Two days personal leave accumulative to four days-school will buy back one day

Three days professional leave

Ten days sick leave accumulative to fifty days (one day bereavement included)

Single health insurance premium with a \$1500 deductible.

Summit School will pay up to \$150 towards continuing education for staff hired prior to May 1<sup>st</sup>, 2016 once per certification renewal year.

Base 310269.66 Teacher: \$37,863.00

To be accepted this contract must be signed by the teacher and returned to the office of the business manager on or before May 2, 2016.

Date Returned: 4-27-2016

Teacher: Kathleen Ching Date 4-26-2016

Business Manager: Betsy Kelsch Date 5/3/16

Board President: Teri Zund Date 5/16/16



Summit School District 54-6  
POB 791  
Summit SD 57266  
605-398-6211

Last Long  
Feb 2016 2017

TEACHER CONTRACT

This contract and agreement offered the 21st day of April 2016 shall become a binding contract when signed by the teacher and the authorized officials of the school district. This contract is entered into by and between the Summit School District 54-6 and **Katrina Bauer**.

This said teacher hereby contracts and agrees to act as teacher in the schools of said district for the 2016-2017 school term beginning on or about August 15, 2016 for 175 days.

That the said teacher hereby agrees to perform the duties as assigned to the terms of this contract and according to the rules of the State Board of Education, the statutes of the State of South Dakota and the rules, regulations, and policies adopted by the school district. It is hereby agreed that the said teacher may be required to perform pre-school and post-school term duties as set forth in the policies of the school district. It is hereby agreed that this contract may be terminated only by mutual consent of the contracting parties or by the statutory provisions of the laws of South Dakota. The Summit School District may, without liability, withdraw its offer of employment or terminate the temporary employment without notice if the criminal background investigation reveals a disqualifying record.

If no mutual consent as to termination exists and if the teacher initiates the termination of this contract prior to its terminal date, the school district may withhold from any monies due the teacher or collect from the teacher the sum of \$1000 liquidated damages if such termination occurs on or before July 1st, the sum of \$1500 if such termination occurs after July 1st, and \$2000 if such termination occurs after August 1st. It is hereby agreed that the amounts herein specified are fair and reasonable damages for breach of contract as provided in SDCL 53-9-5. It is further agreed that the assessment of liquidated damages shall not preclude the school district's utilization of the provisions of SDCL 13-42-0 on revocation of certificate.

I wish to be paid over ten (10) months for work performed during the 2016-2017 school year \_\_\_\_\_ (initial) or  
I wish to be paid over twelve (12) months for work performed during the 2016-2017 school year KB (initial).

In consideration of the services performed by the teacher the school district hereby agrees to pay the gross sum of \$40,129.00 for such services as herein set forth on a monthly basis as provided in school district policy.

In accordance with negotiated agreement, it is further agreed that:

Teaching duties as assigned

Two days personal leave accumulative to four days-school will buy back one day

Three days professional leave

Ten days sick leave accumulative to fifty days (one day bereavement included)

Single health insurance premium with a \$1500 deductible.

Summit School will pay up to \$150 towards continuing education for staff hired prior to May 1st, 2016 once per certification renewal year.

Base 310269.66 Teacher: \$40,129.00

elem

To be accepted this contract must be signed by the teacher and returned to the office of the business manager on or before May 2, 2016.

Date Returned: \_\_\_\_\_

Teacher: Katrina Bauer Date 4-25-16

Business Manager: Betsy Herbst Date 5/3/16

Board President: Timothy Zittel Date 5/16/16

*Narrative continued*

2) Waiver of Benefits

- a. Every year the School District must budget health insurance coverage as a negotiated benefit for every certified teacher. The Summit School District paid single health insurance yearly premium rate of \$7,072.92 for fiscal year 2017 per certified staff. The certified teachers have the capabilities to waive this benefit if they so choose. During the 2017 fiscal year the District had four certified teachers waive not to take the school's health insurance benefit, Laura Dallman, Melissa Darby, Jacob Ebsen, and Kasandra Hauck.

In October 2016, one certified teacher, Brittany (Hills) Graf, had a life changing event and terminated her health insurance benefit with the school as well. The total budget expenses which the District was unable to disperse totaled \$34,186.68.

Please see attached documentation of Waiver of Coverage forms from Laura Dallman, Melissa Darby, Jacob Ebsen, Kasandra Hauck, and Brittany (Hills) Graf.



# Summit School District 54-6



POB 791 Summit SD 57266-0791

"Home of the Eagles"

Superintendent Kurt Jensen  
Phone 605-398-6211

Business Manager Becky Hubsch  
[www.summit.k12.sd.us](http://www.summit.k12.sd.us)

Chairman Ferdy Zirbel  
Fax 605-398-6311

## WAIVER OF COVERAGE FOR 2016-2017 SCHOOL YEAR

I, Melissa Darby, decline medical coverage through the Summit School District Sanford Health Plan for the 2016-2017 school year.

Melissa Darby  
Print Name

Melissa Darby  
Signature

Please return to the Summit School Business Office.



# Summit School District 54-6



POB 791 Summit SD 57266-0791

"Home of the Eagles"

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Business Manager Becky Hubsch  
[www.summit.k12.sd.us](http://www.summit.k12.sd.us)

Chairman Ferdy Zirbel  
Fax 605-398-6311

## WAIVER OF COVERAGE FOR 2016-2017 SCHOOL YEAR

I, Kasandra, decline medical coverage through the Summit School District Sanford Health Plan for the 2016-2017 school year.

Kasandra Hauck

Print Name

Kasandra Hauck

Signature

Please return to the Summit School Business Office.





**Summit School District 54-6**



POB 791 Summit SD 57266-0791

**"Home of the Eagles"**

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Chairman Ferdy Zirbel  
Fax 605-398-6311

**WAIVER OF COVERAGE FOR 2016-2017 SCHOOL YEAR**

I, Brittany Graf, decline medical coverage through the Summit School District Sanford Health Plan for the 2016-2017 school year.

Brittany Graf  
Print Name

Brittany Graf  
Signature

Please return to the Summit School Business Office.

*Narrative continued*

3) Error in Identification

- a. There was an error made in the Personnel Record Form (PRF) in the 2017 Fiscal year in regards to properly identifying the position of Kent Knudson. In the (PRF) database Kent Knudson was established as .5FTE high school principal and .5FTE elementary principal, which in fact he should have been labeled .25FTE high school principal, .25FTE elementary principal, and .5 certified teacher. This was a clerical error which we did not notice until the end of the fiscal year. The expensed funding we were not able to place in the accountability report which the District actually did expend a total of \$19,988.50 in salaries and \$6,429 in benefits.

Please see attached documentation of Kent Knudson's teacher contract and a 2016-2017 school year schedule which indicates Kent Knudson's certified teacher obligations.

Summit School District 54-6  
POB 791  
Summit, SD 57266  
605-398-6211

TEACHER'S CONTRACT

This contract and agreement offered on the 12<sup>th</sup> day of May 2016 shall become a binding contract when signed by the Dean of Students and the authorized officials of the school district. This contract is entered into by and between the Summit School District 54-6 and Kent Knudson

This said Dean of Students hereby contracts and agrees to act as school Counselor in the schools of said district for the 2016-2017 school term beginning on or about August 3, 2016 for 195 days.

That the said teacher hereby agrees to perform the duties as assigned to the terms of this contract and according to the rules of the State Board of Education, the statutes of the State of South Dakota and the rules, regulations, and policies adopted by the school district. It is hereby agreed that the said teacher may be required to perform pre-school and post-school term duties as set forth in the policies of the school district. It is hereby agreed that this contract may be terminated only by mutual consent of the contracting parties or by the statutory provisions of the laws of South Dakota. The Summit School District may, without liability, withdraw its offer of employment or terminate the temporary employment without notice if the criminal background investigation reveals a disqualifying record.

If no mutual consent as to termination exists and if the teacher initiates the termination of this contract prior to its terminal date, the school district may withhold from any monies due the teacher or collect from the teacher the sum of \$1000 liquidated damages if such termination occurs on or before July 1st, the sum of \$1500 if such termination occurs after July 1st, and \$2000 if such termination occurs after August 1st. It is hereby agreed that the amounts herein specified are fair and reasonable damages for breach of contract as provided in SDCL 53-9-5. It is further agreed that the assessment of liquidated damages shall not preclude the school district's utilization of the provisions of SDCL 13-42-0 on revocation of certificate.

I wish to be paid (10) ten months for work performed during the 2016-2017 school year \_\_\_\_\_ (Initial) or  
I wish to be paid (12) twelve months for work performed during the 2016-2017 school year KK (Initial).

In consideration of the services performed by the guidance counselor the school district hereby agrees to pay the gross sum of \$50,000.00 for such services as herein set forth on a monthly basis as provided in school district policy.

In accordance with the negotiated agreement, it is further agreed that:

Duties as assigned

Two days personal leave accumulative to four days-school will buy back one day

Three days professional leave

Ten days sick leave accumulative to fifty days (one day bereavement included)

Single health insurance premium with a \$1500 deductible

(Base Teacher: \$36,977 + Experience \$2,500 + Masters \$500) x 0.5 FTE = \$19,988.50  
Administration Duty 0.5 FTE \$28,511.50 -  
Moving Expense \$500      Signing Bonus \$1,000

Elem - IIII-III  
Admin - 2:00-1:13

Gross Sum \$50,000

To be accepted this contract must be signed by the Guidance Counselor and returned to the office of the Business Manager on or before May 26, 2016.

Date Returned: \_\_\_\_\_

Dean of Students: [Signature] Date 5/17/16

Business Manager: [Signature] Date 5/31/16

Board President: [Signature] Date 6-13-16



# 2016-2017 Course Schedule

	1st Hour	2nd Hour	3rd Hour	4th Hour	12:19	5th Hour	6th Hour	7th Hour
	8:25-9:22	9:24-10:21	10:23-11:20	11:22-12:19	12:44	12:46-1:43	1:45-2:42	2:44-3:41
Arend	Biology (10)	A&P (12)	Chemistry (11)	PREP		Earth Science (8)	Physical Science (9)	Life Science (7)
Bloom	A.D.	World History (10)	8th Social Studies	PREP	L	Govt (12)	American History (11)	Geography(9)/ Health (9)
Breske	8th PE MW 7th PE TTh	PE(9) MW Wellness TTh	Elem PE	PREP	U	Elem PE	Elem PE	Elem PE
Darby	Yearbook (11-12)	8th English	English I (9)	PREP	N	Composition/ Speech (10)	British Literature (12)	American Literature (11)
Hills	PREP	7th Math	7th Language Arts	Art I	C	7th Social Studies	7th English	PreAlgebra (8)
Hoffman	Algebra I (9)	Trig (11-12) MW Intro to Computers (9) TTh	STEM (12)	PREP	H	Algebra II (11)	Advanced Computers (10)	Geometry (10)
Knudson	Current Events (8) TTh	Dean of Students Admin	Dean of Students Admin	7-12 Study Hall		Dean of Students Admin	8th Language Arts	PREP
Ebsen	7th Music MW Lessons TTh	Elem Music/ Prep	Elem Music	7-12 Band 8-12 Choir		Elem Music	Elem Music	Elem Music
	NTHS	NTHS						
Blackboard Learn			Español Uno (10)	Personal Finance (12) semester		Español Uno (9)	Accounting (10)	