KILLDEER PUBLIC SCHOOL BOARD
REGULAR MEETING
BOARD ROOM
WEDNESDAY, NOVEMBER 11, 2026, 6:30 PM

AGENDA

1. Call to Order
   A. Pledge of Allegiance
2. Approval of Agenda
3. Consent Agenda
   A. Minutes from the October 14, 2026 Regular Meeting

***PUBLIC COMMENT**: If you would like to sign up for public comment, please provide the following through the avenues listed:*

Your name & Agenda item on which you will be commenting

Via email: jeff.simmons@k12.nd.us at least one day prior to the meeting

Via phone: Call the school during normal business hours at 701-764-5877

In-person: Stop by the Superintendent's Office during normal business hours at 101 High Street NW, Killdeer, ND

Killdeer Public School District No. 16
Regular Board Meeting
Boardroom
Wednesday, October 14, 2026 – 5:30 p.m.
Official Minutes

Tara Bohmbach:	Present
Josh Burkeen:	Present
Brad Dennis:	Present
Stephanie Hardersen:	Present
Kelli Schollmeyer:	Present

Present: 5.

Also in attendance were Superintendent Jeff Simmons, Business Manager Rhonda Zastoupil, Brady Wilz, Nick Walker and Andrew Cook.

1. Call to Order

President Schollmeyer called the meeting to order at 5:30 pm. The Pledge of Allegiance was recited.

2. Approval of Agenda

I move to set the written agenda and approve the consent agenda. This motion, made by Tara Bohmbach and seconded by Josh Burkeen, Carried.
Tara Bohmbach: Yea, Josh Burkeen: Yea, Brad Dennis: Yea, Stephanie Hardersen: Yea, Kelli Schollmeyer: Yea
Yea: 5, Nay: 0

3. Consent Agenda

3.A. Minutes from the September 9, 2026 Regular Meeting, September 28, 2026 Special Meeting and the September 28, 2026 Budget Hearing

3.B. Prepaid October Bills

3.C. Business Manager Reports

3.C.a. Financial Reports

3.C.b. Personnel Reports

1. New Hires:
    1. Hillarie Holcomb - Daycare
    2. Caitlin Simek - HS Paraprofessional

3. Sydney Maher - Substitute Teacher
4. Chase Carson - Elementary Boys' Basketball
5. Jonathan Avalos - Student Resource Officer (SRO)

2. Resignations:
   1. Megan Fair - Food Service

3.C.c. Food Service Reports

3.C.d. Student Activity Reports

3.C.e. Open Enrollment & Tuition Agreement Reports

3.D. Administrator Reports

3.E. Re-Affirm Policies

- JAA - Use of Architects
- JAB - Site Development and Selection
- JBA - Accommodation for Individuals with Disabilities

4. Public Comment

President Schollmeyer opened the floor to public comment. No public comment.

5. Program:

1. NDA+ Test Results from the Principals
2. Capturing Kids' Hearts - Superintendent's perspective

Mr. Cook presented NDA+ scale scores and performance levels for grades 3 through 6 resulting from 2025-2026 end of year testing in ELA and math.
Mr. Wilz presented 2026 state assessment data for 7th, 8th, and 10th grade students in ELA, math and science.
Discussion was held on MTSS Tier 1 and Tier 2 Intervention efforts and the improvement results being realized.

Superintendent Simmons shared his perspective on the Capturing Kids' Hearts (social and emotional learning) program. Carrie Parsley with CKH will be here in November for teacher in-service.

6. Unfinished Business

6.A. Superintendent Evaluation

Reminder that the Superintendent Evaluation is due on or before by the November board meeting. The new NDSBA Evaluator Service is now active. President Schollmeyer will be sending access information to all board members.

7. New Business

7.A. Consider Additional October Bills

I move to pay the additional bills as presented. This motion, made by Stephanie Hardersen and seconded by Brad Dennis, Carried.
Tara Bohmbach: Yea, Josh Burkeen: Yea, Brad Dennis: Yea, Stephanie Hardersen: Yea, Kelli Schollmeyer: Yea
Yea: 5, Nay: 0
The additional October bills were reviewed. Discussion was held.

7.B. Consider SRO Memorandum of Understanding

I move to approve the Memorandum of Agreement between the Killdeer Police Department and the Killdeer School for School Resource Officer Services for 2026-2027. This motion, made by Josh Burkeen and seconded by Tara Bohmbach, Carried.
Tara Bohmbach: Yea, Josh Burkeen: Yea, Brad Dennis: Yea, Stephanie Hardersen: Yea, Kelli Schollmeyer: Yea
Yea: 5, Nay: 0
Discussion was held.

7.C. Consider Transfer of Funds from General Fund to Hot Lunch Fund

I move to transfer $300,000.00 from the general fund to the hot lunch fund. This motion, made by Tara Bohmbach and seconded by Josh Burkeen, Carried.
Tara Bohmbach: Yea, Josh Burkeen: Yea, Brad Dennis: Yea, Stephanie Hardersen: Yea, Kelli Schollmeyer: Yea
Yea: 5, Nay: 0
The Unreserved Hot Lunch Fund Balance as of 9/30/26 is ($5,130.49). A transfer of funds is needed in order to cover outstanding payables. The 26-27 budget included a transfer of funds in the amount of $300,000.00.

7.D. Designation of Foster Care and Homeless Education Liaison

I move to designate Ruth Adams, School Counselor, as the district's foster care and homeless education liaison for the 2026-2027 school year. This motion, made by Stephanie Hardersen and seconded by Brad Dennis, Carried.
Tara Bohmbach: Yea, Josh Burkeen: Yea, Brad Dennis: Yea, Stephanie Hardersen: Yea, Kelli Schollmeyer: Yea
Yea: 5, Nay: 0

7.E. Consider Policy BC Meetings of the Board

I move to rescind the current version of Policy BC Meetings of the Board and that past practice govern district operations until the board adopts a new policy. This motion, made by Stephanie Hardersen and seconded by Tara Bohmbach, Carried.
Tara Bohmbach: Yea, Josh Burkeen: Yea, Brad Dennis: Yea, Stephanie Hardersen: Yea, Kelli Schollmeyer: Yea
Yea: 5, Nay: 0

I move to adopt the first reading of Policy BC Meetings of the Board and that it be presented for adoption at the next regular board meeting. This motion, made by Stephanie Hardersen and seconded by Brad Dennis, Carried.
Tara Bohmbach: Yea, Josh Burkeen: Yea, Brad Dennis: Yea, Stephanie Hardersen: Yea, Kelli Schollmeyer: Yea
Yea: 5, Nay: 0
Discussion was held.

8. Other

9. Announcements

9.A. Next Regular Meeting: November 11, 2026 at 5:30 pm

10. Adjourn

The meeting adjourned at 6:21 pm.

Kelli Schollmeyer, President

Rhonda Zastoupil, Business Manager

B. Prepaid November Bills

Checking Account: 1 **Fund 01**

Check Number: 201810 Check Type: Check Check Date: 10/20/2026 Vendor: DICSU DICKINSON STATE UNIVERSITY Check Total: 175.00

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
20261020-0003	10/20/2026	POELEM-05093	NORTHERN PLAINS FESTIVAL CORRECTION HS-0	01 000 000 140 1000 612	175.00

Check Number: 201813 Check Type: Check Check Date: 10/22/2026 Vendor: AIRGAS AIRGAS USA, LLC Check Total: 186.15

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
5527459505	10/22/2026	POELEM-05103	LARGE ARGON	01 000 000 310 1000 611	186.15

Check Number: 201814 Check Type: Check Check Date: 10/22/2026 Vendor: AJOILFIELD A&J OIL FIELD SOLUTIONS LLC Check Total: 1,330.81

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
20261022	10/22/2026	POELEM-05101	OIL CHANGE BUS 410 INV 1096SVC	01 000 000 000 2700 671	106.00
20261022	10/22/2026	POELEM-05101	DIAG/INSPECT REVERSE LIGHTS AND REPAIR B	01 000 000 000 2700 673	482.46
20261022	10/22/2026	POELEM-05101	REPAIR CROSSVIEW MIRROR BUS 404 INV1088S	01 000 000 000 2700 673	176.50
20261022	10/22/2026	POELEM-05101	REPLACE POWER STEERING RESERVOIR BUS 408	01 000 000 000 2700 673	269.99
20261022	10/22/2026	POELEM-05101	GREASE CHASSIS/INSPECT TOP OFF FLUIDS BU	01 000 000 000 2700 673	295.86

Check Number: 201815 Check Type: Check Check Date: 10/22/2026 Vendor: AMAZONCAP AMAZON CAPITAL SERVICES Check Total: 546.02

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
11RL-1XT3-1XP3	10/22/2026	ELEM-03949	RECESS EQUIPMENT	01 000 000 110 1000 610	17.46
11RL-1XT3-1XP3	10/22/2026	ELEM-03949	RECESS EQUIPMENT	01 000 000 120 1000 611	40.73
1GFL-PXLF-R1PR	10/22/2026	ELEM-03958	DISCOUNT	01 000 000 110 1000 610	(3.70)
1GFL-PXLF-R1PR	10/22/2026	ELEM-03958	office supplies split	01 000 000 110 1000 610	116.69
1GFL-PXLF-R1PR	10/22/2026	ELEM-03958	office supplies split	01 000 000 120 1000 611	272.28
1GFL-PXLF-R1PR	10/22/2026	ELEM-03958	DISCOUNT	01 000 000 120 1000 611	(8.65)
1GT9-7VDC-V4Y3	10/22/2026	ELEM-03963	Catchmaster 40pk Bulk Mouse Glue Traps I	01 000 000 000 2600 611	31.03
1L9Y-VC1D-7G4Y	10/22/2026	ELEM-03961	Ear Thermometer Ear Probe Covers	01 000 000 890 3300 611	17.93
1L9Y-VC1D-7G4Y	10/22/2026	ELEM-03961	Toy Disinfectant Spray	01 000 000 890 3300 611	15.28
1L9Y-VC1D-7G4Y	10/22/2026	ELEM-03961	Lysol Fabric Disinfectant Spray	01 000 000 890 3300 611	41.65
1L9Y-VC1D-7G4Y	10/22/2026	ELEM-03961	Amazon Basics Hand Soap	01 000 000 890 3300 611	5.32

Check Number: 201816 Check Type: Check Check Date: 10/22/2026 Vendor: BOHMTARA TARA BOHMBACH Check Total: 259.68

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
20261022	10/22/2026	ELEM-03979	Roundtrip mileage to Bismarck from home	01 000 000 000 2310 580	203.68
20261022	10/22/2026	ELEM-03979	2 suppers	01 000 000 000 2310 580	56.00

Check Number: 201817 Check Type: Check Check Date: 10/22/2026 Vendor: BURKJOS JOSHUA BURKEEN Check Total: 200.64

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
20261022	10/22/2026	ELEM-03980	Roundtrip mileage to Bismarck from home	01 000 000 000 2310 580	200.64

Checking Account: 1 **Fund 01**

Check Number: 201818 Check Type: Check Check Date: 10/22/2026 Vendor: CITYAIR CITY AIR MECHANICAL, INC Check Total: 5,954.13

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
53827	10/22/2026	POELEM-05109	DRAIN COOLING TOWERS AT ELEM	01 000 000 000 2600 450	713.75
53827	10/22/2026	POELEM-05109	REPAIR MEAT COOLER DRAIN AT HS	01 000 000 000 2600 450	1,148.39
53827	10/22/2026	POELEM-05109	REPLACED WATER HEATER AT ELEM	01 000 000 000 2600 450	3,760.00
53827	10/22/2026	POELEM-05109	Reversal: DRAIN COOLING TOWERS AT ELEM	01 000 000 000 2600 450	(713.75)
53827	10/22/2026	POELEM-05109	Reversal: REPAIR MEAT COOLER DRAIN AT HS	01 000 000 000 2600 450	(1,148.39)
53827	10/22/2026	POELEM-05109	Reversal: REPLACED WATER HEATER AT ELEM	01 000 000 000 2600 450	(3,760.00)
53827	10/22/2026	POELEM-05109	SHOWER KNOB BROKE OFF INSODE THE WALL UN	03 000 000 000 4210 610	331.99
53827	10/22/2026	POELEM-05109	Correction: REPLACED WATER HEATER AT ELE	03 000 000 000 4220 435	3,760.00
53827	10/22/2026	POELEM-05109	Correction: REPAIR MEAT COOLER DRAIN AT	03 000 000 000 4220 435	1,148.39
53827	10/22/2026	POELEM-05109	Correction: DRAIN COOLING TOWERS AT ELEM	03 000 000 000 4220 435	713.75

Check Number: 201819 Check Type: Check Check Date: 10/22/2026 Vendor: COLE COLE PAPERS INC. Check Total: 3,604.11

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
10779630	10/22/2026	POELEM-05098	MOPS	01 000 000 000 2600 611	703.93
10779630	10/22/2026	POELEM-05098	PAPER TOWEL, CAN LINERS. BATH TISSUE	01 000 000 000 2600 611	2,900.18

Check Number: 201820 Check Type: Check Check Date: 10/22/2026 Vendor: COLUMNSOFT COLUMN SOFTWARE PBC Check Total: 193.00

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
663CEF61-0074	10/22/2026	POELEM-05105	MEETING MINUTES 11.14.26	01 000 000 000 2500 540	193.00

Check Number: 201821 Check Type: Check Check Date: 10/22/2026 Vendor: DAKOCOMM DAKOTA COMMERCIAL RUGS Check Total: 401.45

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
0005217	10/22/2026	POELEM-05100	BRUSHES, MOPS	01 000 000 000 2600 435	152.30
0005217	10/22/2026	POELEM-05100	BRUSHES, MATS, MOPS	01 000 000 000 2600 435	249.15

Check Number: 201822 Check Type: Check Check Date: 10/22/2026 Vendor: DENNIBRA BRAD DENNIS Check Total: 226.48

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
20261022	10/22/2026	ELEM-03978	Roundtrip mileage to Bismarck from home	01 000 000 000 2310 580	226.48

Check Number: 201823 Check Type: Check Check Date: 10/22/2026 Vendor: ECKROTH ECKROTH MUSIC INC Check Total: 108.50

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
6260965	10/22/2026	HS-02613	Bass Clarinet repair	01 000 000 140 1000 612	50.00
6260965	10/22/2026	HS-02613	Shop Fee	01 000 000 140 1000 612	10.00
6260965	10/22/2026	HS-02613	Repair Parts	01 000 000 140 1000 612	7.00
6260965	10/22/2026	HS-02613	Adjustments	01 000 000 140 1000 612	41.50

Check Number: 201824 Check Type: Check Check Date: 10/22/2026 Vendor: ENERGYTECH ENERGY TECH SYSTEMS, INC. Check Total: 355.00

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
39679	10/22/2026	POELEM-05106	59 LOOP HAS LOW TEMP ALARM AND THE BOILE	01 000 000 000 2600 450	355.00

Checking Account: 1 **Fund 01**

Check Number	Check Type	Check Date	Vendor		Check Total
201825	Check	10/22/2026	EVERSUITES	EVERSPRING SUITES-BISMARCK ND	1,199.60

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
20261022	10/22/2026	ELEM-03965	2 nights- S. Hardersen & T. Bohmbach	01 000 000 000 2310 580	599.80
20261022	10/22/2026	ELEM-03965	2 nights-Jeff Simmons	01 000 000 000 2321 580	299.90
20261022	10/22/2026	ELEM-03965	2 nights-Rhonda Zastoupil	01 000 000 000 2500 580	299.90

Check Number	Check Type	Check Date	Vendor		Check Total
201826	Check	10/22/2026	HARDSTE	STEPHANIE HARDERSEN	262.72

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
20261022	10/22/2026	ELEM-03981	Roundtrip mileage to Bismarck from home	01 000 000 000 2310 580	206.72
20261022	10/22/2026	ELEM-03981	2 suppers	01 000 000 000 2310 580	56.00

Check Number	Check Type	Check Date	Vendor		Check Total
201827	Check	10/22/2026	HOBART	HOBART SALES & SERVICE	914.77

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
JC79171	10/22/2026	POELEM-05107	REPAIRS ON HOBART DISHWASHER REPLACED VA	01 000 000 000 2600 450	914.77

Check Number	Check Type	Check Date	Vendor		Check Total
201828	Check	10/22/2026	JJSTONE	JJ STONE LLC	2,502.00

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
95	10/22/2026	POELEM-05097	BRICK AND GUTTER REPAIR	01 000 000 000 2600 450	2,502.00
95	10/22/2026	POELEM-05097	Reversal: BRICK AND GUTTER REPAIR	01 000 000 000 2600 450	(2,502.00)
95	10/22/2026	POELEM-05097	Correction: BRICK AND GUTTER REPAIR	03 000 000 000 4220 435	2,502.00

Check Number	Check Type	Check Date	Vendor		Check Total
201829	Check	10/22/2026	JUSTIN	JUST-IN- GLASS	40.00

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
35606	10/22/2026	POELEM-05099	WINDSHIELD REPAIR BUS 414	01 000 000 000 2700 673	40.00

Check Number	Check Type	Check Date	Vendor		Check Total
201830	Check	10/22/2026	MCGRAWHILL	MCGRAW HILL LLC	169.61

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
142278835001	10/22/2026	HS-02593	Biology: 2017 Spanish Student Edition Na	01 000 000 130 1000 611	169.61
142278835001	10/22/2026	HS-02593	Reversal: Biology: 2017 Spanish Student	01 000 000 130 1000 611	(169.61)
142278835001	10/22/2026	HS-02593	Correction: Biology: 2017 Spanish Studen	01 000 000 140 1000 611	169.61

Check Number	Check Type	Check Date	Vendor		Check Total
201831	Check	10/22/2026	PRAIVIEW	PRAIRIE VIEW LANDSCAPING & NURSERY	1,505.00

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
198078	10/22/2026	POELEM-05102	IRRIGATION WINTERIZATION AT HS	01 000 000 000 2600 450	1,505.00

Check Number	Check Type	Check Date	Vendor		Check Total
201832	Check	10/22/2026	QUADIENT	QUADIENT LEASING USA, INC	299.13

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
20261022	10/22/2026	POELEM-05104	COVERAGE FOR 11.2.26-2.1.27	01 000 000 000 2500 431	299.13

Check Number	Check Type	Check Date	Vendor		Check Total
201833	Check	10/22/2026	SIMMJEF	JEFF SIMMONS	56.00

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
20261022	10/22/2026	ELEM-03982	2 suppers	01 000 000 000 2310 580	56.00

Checking Account: 1 **Fund 01**

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
Check Number: 201834	Check Type: Check	Check Date: 10/22/2026	Vendor: SYSCO	SYSCO NORTH DAKOTA, INC	Check Total: 509.49
20261022	10/22/2026	POELEM-05080	LOUNGE SUPPLIES 395263390	01 000 000 000 2310 290	509.49
Check Number: 201835	Check Type: Check	Check Date: 10/22/2026	Vendor: WESTRI	WEST RIVER STUDENT SERVICES	Check Total: 446.86
20261022	10/22/2026	POELEM-05108	AUG/SEPT 2026 TEACHER OF THE HEARING IMP	01 000 000 255 1000 430	360.57
20261022	10/22/2026	POELEM-05108	LEASED CAR	01 000 000 255 1000 580	70.44
20261022	10/22/2026	POELEM-05108	GAS	01 000 000 255 1000 580	15.85
Check Number: 201836	Check Type: Check	Check Date: 10/22/2026	Vendor: VISA	VISA	Check Total: 3,855.94
20261022-0001	10/22/2026	POELEM-05095	SAM'S CLUB MEMBERSHIP 2026	01 000 000 000 2310 290	120.00
20261022-0002	10/22/2026	HS-02591	TRANSPORTATION DIESEL	01 000 000 000 2700 627	146.54
20261022-0002	10/22/2026	HS-02591	ROOMS AT FIRESIDE INN DEVILS LAKE	01 000 000 420 3400 890	1,032.00
20261022-0005	10/22/2026	ELEM-03869	whelch allyn disposable specula- 2.75mm	01 000 000 110 1000 610	10.95
20261022-0005	10/22/2026	ELEM-03869	whelch allys disposable specula - 4.24mm	01 000 000 110 1000 610	4.38
20261022-0005	10/22/2026	ELEM-03869	carebag emesis bag	01 000 000 110 1000 610	55.50
20261022-0005	10/22/2026	ELEM-03869	medication drawer safe	01 000 000 110 1000 610	54.50
20261022-0005	10/22/2026	ELEM-03869	x-large bandages	01 000 000 110 1000 610	11.98
20261022-0005	10/22/2026	ELEM-03869	1x3 bandages	01 000 000 110 1000 610	7.78
20261022-0005	10/22/2026	ELEM-03869	3/4x3 bandages	01 000 000 110 1000 610	7.38
20261022-0005	10/22/2026	ELEM-03869	extra soft guaze	01 000 000 110 1000 610	4.30
20261022-0005	10/22/2026	ELEM-03869	band-aid antiseptic liquid	01 000 000 110 1000 610	6.19
20261022-0005	10/22/2026	ELEM-03869	tongue depressors-sterile-regular	01 000 000 110 1000 610	17.98
20261022-0005	10/22/2026	ELEM-03869	tounge depressors- non-sterile- regular	01 000 000 110 1000 610	10.95
20261022-0005	10/22/2026	ELEM-03869	tongue depressor- non sterile- junior	01 000 000 110 1000 610	10.50
20261022-0005	10/22/2026	ELEM-03869	sterile cotton tipped applicator	01 000 000 110 1000 610	6.49
20261022-0005	10/22/2026	ELEM-03869	sterile non adherent gauze pads 2x3	01 000 000 110 1000 610	9.25
20261022-0005	10/22/2026	ELEM-03869	sterile non adherent gauze pad 3x4	01 000 000 110 1000 610	15.50
20261022-0005	10/22/2026	ELEM-03869	burn gel	01 000 000 110 1000 610	55.90
20261022-0005	10/22/2026	ELEM-03869	eye saline	01 000 000 110 1000 610	7.99
20261022-0005	10/22/2026	ELEM-03869	contact storage container	01 000 000 110 1000 610	12.95
20261022-0005	10/22/2026	ELEM-03869	single use eye drops	01 000 000 110 1000 610	41.00
20261022-0005	10/22/2026	ELEM-03869	hydrocortisone cream	01 000 000 110 1000 610	18.50
20261022-0005	10/22/2026	ELEM-03869	vitamin e lip balm	01 000 000 110 1000 610	29.00
20261022-0005	10/22/2026	ELEM-03869	braun thermoscan probe covers	01 000 000 110 1000 610	42.00
20261022-0005	10/22/2026	ELEM-03869	non-woven disposable covers 4x10	01 000 000 110 1000 610	33.50
20261022-0005	10/22/2026	ELEM-03869	reusable hot/cold pack 3x5	01 000 000 110 1000 610	139.00
20261022-0005	10/22/2026	ELEM-03869	reuseable hot/cold packs 4x6	01 000 000 110 1000 610	129.00
20261022-0006	10/22/2026	ELEM-03877	UFLI phonics teacher manuals	01 000 000 120 1000 611	140.00

Checking Account: 1 **Fund 01**

20261022-0006	10/22/2026	ELEM-03877	shipping	01 000 000 120 1000 618	20.00	
20261022-0007	10/22/2026	HS-02583	Saxon Math 1 Home Study Kit	01 000 000 255 1000 611	142.50	
20261022-0007	10/22/2026	HS-02583	Mini Judy Clocks set of 2	01 000 000 255 1000 611	11.25	
20261022-0007	10/22/2026	HS-02583	Saxon Math 1 Meeting Book	01 000 000 255 1000 611	59.85	
20261022-0007	10/22/2026	HS-02583	Saxon Math 1 Student Workbooks / Fact Ca	01 000 000 255 1000 611	295.60	
20261022-0007	10/22/2026	HS-02583	Saxon Math 2 Home Study Kit	01 000 000 255 1000 611	142.50	
20261022-0007	10/22/2026	HS-02583	Saxon Math 2 Student Workbooks / Fact Ca	01 000 000 255 1000 611	295.60	
20261022-0007	10/22/2026	HS-02583	Saxon Math 2 Meeting Book	01 000 000 255 1000 611	59.85	
20261022-0007	10/22/2026	HS-02583	Saxon Math 3 Home Study Kit	01 000 000 255 1000 611	147.50	
20261022-0007	10/22/2026	HS-02583	Saxon Math 3 Student Workbooks / Fact Ca	01 000 000 255 1000 611	295.60	
20261022-0007	10/22/2026	HS-02583	Saxon Math 3 Meeting Book	01 000 000 255 1000 611	59.85	
20261022-0007	10/22/2026	HS-02583	Primary Bucket Balance Scale	01 000 000 255 1000 611	22.50	
20261022-0007	10/22/2026	HS-02583	Geoboard 7" 5x5 pin double-sided w/ rbr	01 000 000 255 1000 611	10.00	
20261022-0007	10/22/2026	HS-02583	Hundred Number Board	01 000 000 255 1000 611	4.00	
20261022-0007	10/22/2026	HS-02583	Student Number Lines with Wipe-Off Crayo	01 000 000 255 1000 611	11.80	
20261022-0007	10/22/2026	HS-02583	Teddy Bear Counters - Set of 48	01 000 000 255 1000 611	9.90	
20261022-0009	10/22/2026	HS-02580	PCI Level 1 reproducible	01 000 000 255 1000 611	75.00	
20261022-0009	10/22/2026	HS-02580	shipping & tax that will be returned	01 000 000 255 1000 618	11.63	

Check Number: 201837 Check Type: Check Check Date: 10/22/2026 Vendor: VISA VISA Check Total: 1,052.16

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
20261022-0013	10/22/2026	HS-02570	Floor Box cover for Commons area	01 000 000 000 2600 611	129.99
20261022-0013	10/22/2026	HS-02570	shipping & Tax	01 000 000 000 2600 618	30.07
20261022-0014	10/22/2026	HS-02561	PCI Reading Program Level One, Complete	01 000 000 255 1000 611	811.00
20261022-0014	10/22/2026	HS-02561	shiping	01 000 000 255 1000 618	81.10

Check Number: 201838 Check Type: Check Check Date: 10/23/2026 Vendor: BELLSHE SHELLY BELL Check Total: 50.00

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
20261023	10/23/2026	POELEM-05123	CELL PHONE REIMBURSEMENT - NOV 2026	01 000 000 000 2600 531	50.00

Check Number: 201839 Check Type: Check Check Date: 10/23/2026 Vendor: BREWSTA STACY BREW Check Total: 50.00

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
20261023	10/23/2026	POELEM-05117	CELL PHONE REIMBURSEMENT - NOV 2026	01 000 000 000 2500 290	50.00

Check Number: 201840 Check Type: Check Check Date: 10/23/2026 Vendor: CARNVIC VICKI CARNEY Check Total: 50.00

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
20261023	10/23/2026	POELEM-05131	CELL PHONE REIMBURSEMENT - NOV 2026	01 000 000 000 2700 290	50.00

Check Number: 201841 Check Type: Check Check Date: 10/23/2026 Vendor: COOKAND ANDREW COOK Check Total: 50.00

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
20261023	10/23/2026	POELEM-05115	CELL PHONE REIMBURSEMENT - NOV 2026	01 000 000 120 1000 290	50.00

Check Number: 201842 Check Type: Check Check Date: 10/23/2026 Vendor: DIAZKER KERRY DIAZ Check Total: 50.00

Checking Account: 1 **Fund 01**

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
20261023	10/23/2026	POELEM-05116	CELL PHONE REIMBURSEMENT - NOV 2026	01 000 000 000 2500 290	50.00

Check Number: 201843 Check Type: Check Check Date: 10/23/2026 Vendor: HARDJUST Justin Harderson Check Total: 50.00

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
20261023	10/23/2026	POELEM-05125	CELL PHONE REIMBURSEMENT - NOV 2026	01 000 000 000 2700 290	50.00

Check Number: 201844 Check Type: Check Check Date: 10/23/2026 Vendor: HAUCTRE TREVOR HAUCK Check Total: 50.00

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
20261023	10/23/2026	POELEM-05129	CELL PHONE REIMBURSEMENT - NOV 2026	01 000 000 000 2700 290	50.00

Check Number: 201845 Check Type: Check Check Date: 10/23/2026 Vendor: JEPSJAN JANELL JEPSON Check Total: 50.00

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
20261023	10/23/2026	POELEM-05118	CELL PHONE REIMBURSEMENT - NOV 2026	01 000 000 000 2500 290	50.00

Check Number: 201846 Check Type: Check Check Date: 10/23/2026 Vendor: KLYMJES JESSICA KLYM Check Total: 50.00

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
20261023	10/23/2026	POELEM-05121	CELL PHONE REIMBURSEMENT - NOV 2026	01 000 000 000 2500 290	50.00

Check Number: 201847 Check Type: Check Check Date: 10/23/2026 Vendor: MILLCAR CAROLYN MILLER Check Total: 50.00

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
20261023	10/23/2026	POELEM-05122	CELL PHONE REIMBURSEMENT - NOV 2026	01 000 000 000 2500 290	50.00

Check Number: 201848 Check Type: Check Check Date: 10/23/2026 Vendor: NODLSAN SANDY NODLAND Check Total: 50.00

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
20261023	10/23/2026	POELEM-05127	CELL PHONE REIMBURSEMENT - NOV 2026	01 000 000 000 2700 290	50.00

Check Number: 201849 Check Type: Check Check Date: 10/23/2026 Vendor: ROHDANN ANNETTE ROHDE Check Total: 50.00

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
20261023	10/23/2026	POELEM-05130	CELL PHONE REIMBURSEMENT - NOV 2026	01 000 000 000 2700 290	50.00

Check Number: 201850 Check Type: Check Check Date: 10/23/2026 Vendor: SIMMJEF JEFF SIMMONS Check Total: 50.00

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
20261023	10/23/2026	POELEM-05113	CELL PHONE REIMBURSEMENT - NOV 2026	01 000 000 000 2321 290	50.00

Check Number: 201851 Check Type: Check Check Date: 10/23/2026 Vendor: SYNNMAR MARK SYNNES Check Total: 50.00

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
20261023	10/23/2026	POELEM-05124	CELL PHONE REIMBURSEMENT - NOV 2026	01 000 000 000 2600 531	50.00

Check Number: 201852 Check Type: Check Check Date: 10/23/2026 Vendor: WALKNICK NICHOLAS WALKER Check Total: 50.00

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
20261023	10/23/2026	POELEM-05126	CELL PHONE REIMBURSEMENT - NOV 2026	01 000 000 410 3400 890	25.00
20261023	10/23/2026	POELEM-05126	CELL PHONE REIMBURSEMENT - NOV 2026	01 000 000 420 3400 890	25.00

Check Number: 201853 Check Type: Check Check Date: 10/23/2026 Vendor: WALLAJEN JENNI WALLACE Check Total: 50.00

Checking Account: 1 **Fund 01**

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
20261023	10/23/2026	POELEM-05119	CELL PHONE REIMBURSEMENT - NOV 2026	01 000 000 000 2500 290	50.00

Check Number: 201854 Check Type: Check Check Date: 10/23/2026 Vendor: WEEKALY ALYSSA WEEKS Check Total: 50.00

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
20261023	10/23/2026	POELEM-05132	CELL PHONE REIMBURSEMENT - NOV 2026	01 000 000 000 2700 290	50.00

Check Number: 201855 Check Type: Check Check Date: 10/23/2026 Vendor: WILZBRA BRADY WILZ Check Total: 50.00

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
20261023	10/23/2026	POELEM-05114	CELL PHONE REIMBURSEMENT - NOV 2026	01 000 000 140 1000 290	50.00

Check Number: 201856 Check Type: Check Check Date: 10/23/2026 Vendor: ZASTMAR MARK ZASTOUPIL Check Total: 50.00

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
20261023	10/23/2026	POELEM-05128	CELL PHONE REIMBURSEMENT - NOV 2026	01 000 000 000 2700 290	50.00

Check Number: 201857 Check Type: Check Check Date: 10/23/2026 Vendor: ZASTRHO RHONDA ZASTOUPIL Check Total: 50.00

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
20261023	10/23/2026	POELEM-05120	CELL PHONE REIMBURSEMENT - NOV 2026	01 000 000 000 2500 290	50.00

Check Number: 201858 Check Type: Check Check Date: 10/27/2026 Vendor: ADVBUS ADVANCED BUSINESS METHODS Check Total: 3,149.76

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
AR2124575	10/27/2026	POELEM-05133	Correction: COPIER SPLIT	01 000 000 000 2290 330	976.43
AR2124575	10/27/2026	POELEM-05133	Correction: COPIER SPLIT	01 000 000 000 2290 330	472.46
AR2124575	10/27/2026	POELEM-05133	Correction: COPIER SPLIT	01 000 000 000 2290 330	251.98
AR2124575	10/27/2026	POELEM-05133	Correction: COPIER SPLIT	01 000 000 000 2290 330	1,448.89
AR2124575	10/27/2026	POELEM-05133	Reversal: COPIER SPLIT	01 000 000 110 1000 610	(251.98)
AR2124575	10/27/2026	POELEM-05133	COPIER SPLIT	01 000 000 110 1000 610	251.98
AR2124575	10/27/2026	POELEM-05133	COPIER SPLIT	01 000 000 120 1000 611	1,448.89
AR2124575	10/27/2026	POELEM-05133	Reversal: COPIER SPLIT	01 000 000 120 1000 611	(1,448.89)
AR2124575	10/27/2026	POELEM-05133	Reversal: COPIER SPLIT	01 000 000 130 1000 611	(472.46)
AR2124575	10/27/2026	POELEM-05133	COPIER SPLIT	01 000 000 130 1000 611	472.46
AR2124575	10/27/2026	POELEM-05133	COPIER SPLIT	01 000 000 140 1000 611	976.43
AR2124575	10/27/2026	POELEM-05133	Reversal: COPIER SPLIT	01 000 000 140 1000 611	(976.43)

Check Number: 201859 Check Type: Check Check Date: 10/27/2026 Vendor: AMAZONCAP AMAZON CAPITAL SERVICES Check Total: 249.71

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
1XCN-DP34-7XJG	10/27/2026	HS-02614	OFFICE SUPPLIES SPLIT	01 000 000 130 1000 611	74.91
1XCN-DP34-7XJG	10/27/2026	HS-02614	OFFICE SUPPLIES SPLIT	01 000 000 140 1000 611	174.80

Check Number: 201860 Check Type: Check Check Date: 10/27/2026 Vendor: AMERICINNB AMERICINN Check Total: 960.00

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
20261027	10/27/2026	HS-02618	AmericInn rooms FOR XC	01 000 000 420 3400 890	960.00

Check Number: 201861 Check Type: Check Check Date: 10/27/2026 Vendor: COMFORTINN COMFORT INN & SUITES Check Total: 110.00

Checking Account: 1 **Fund 01**

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
83030473	10/27/2026	HS-02625	Fall Leadership Conferences: Advisor Hot	01 000 000 310 1000 580	110.00

Check Number: 201862 Check Type: Check Check Date: 10/27/2026 Vendor: CWSTRUCT CW STRUCTURAL ENGINEERS INC Check Total: 4,000.00

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
15059	10/27/2026	ELEM-03992	Onsite Review of structural integrity of	03 000 000 000 4220 435	4,000.00

Check Number: 201863 Check Type: Check Check Date: 10/27/2026 Vendor: DAKOCOMM DAKOTA COMMERCIAL RUGS Check Total: 401.45

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
0005592	10/27/2026	POELEM-05134	BRUSH, MOPS	01 000 000 000 2600 435	152.30
0005592	10/27/2026	POELEM-05134	BRUSH, MOPS, MATS	01 000 000 000 2600 435	249.15

Check Number: 201864 Check Type: Check Check Date: 10/27/2026 Vendor: MAXWSKY SKYLER MAXWELL Check Total: 59.00

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
20261027	10/27/2026	ELEM-03993	Defensive Driving online	01 000 000 000 2700 330	59.00

Check Number: 201865 Check Type: Check Check Date: 10/27/2026 Vendor: MCLATOBY TOBY MCLAUGHLIN Check Total: 100.00

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
20261027	10/27/2026	POELEM-05135	DAYCARE RAMP DECK REPAIR	03 000 000 000 4220 435	100.00

Check Number: 201866 Check Type: Check Check Date: 10/27/2026 Vendor: SOLUTREE SOLUTION TREE Check Total: 7,100.00

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
S350867	10/27/2026	ELEM-03987	PD for October 23. Professional Learnin	01 000 000 000 2210 300	2,840.00
S350867	10/27/2026	ELEM-03987	PD for October 23. Professional Learnin	01 068 000 261 1000 300 2026	4,260.00

*Denotes Expensed Invoice Item

Checking Account ID: 1

Total without Voids: 43,484.17

C. Business Manager Reports
   a. Financial Reports

***PUBLIC COMMENT**: If you would like to sign up for public comment, please provide the following through the avenues listed:*

Your name & Agenda item on which you will be commenting

Via email: jeff.simmons@k12.nd.us at least one day prior to the meeting

Via phone: Call the school during normal business hours at 701-764-5877

In-person: Stop by the Superintendent's Office during normal business hours at 101 High Street NW, Killdeer, ND

Balance Sheet - Combined

Period Ending: October 2026

Annual; Processing Month 10/2026; Fund Number 01, 02, 03, 04

	01 GENERAL FUND	02 SPECIAL FUND	03 CAPITAL PROJECTS	04 DEBT SERVICE	Total
Total Assets and Deferred Outflows of Resources					
Current Assets					
101 CASH IN BANK	2,708,258.06	478,526.17	443,302.71	1,098,732.64	4,728,819.58
102 FLEX ACCOUNT	14,312.83	0.00	0.00	0.00	14,312.83
110 DUE FROM OTHER FUNDS	954.97	0.00	0.00	0.00	954.97
111 INVESTMENTS	1,494,505.39	589,360.24	0.00	0.00	2,083,865.63
114 INTEREST REC ON INVESTMENTS	700.00	400.00	0.00	0.00	1,100.00
121 TAXES RECEIVABLE	155,887.74	0.00	25,982.26	51,968.35	233,838.35
141 INTERGOV ACCOUNTS RECEIVABLE	132,071.27	0.00	0.00	0.00	132,071.27
153 ACCOUNTS RECEIVABLE	123,935.43	0.00	0.00	0.00	123,935.43
181 PREPAID EXPENSE	55,829.15	0.00	0.00	0.00	55,829.15
Current Assets	4,686,454.84	1,068,286.41	469,284.97	1,150,700.99	7,374,727.21
Total Assets and Deferred Outflows of Resources	4,686,454.84	1,068,286.41	469,284.97	1,150,700.99	7,374,727.21
Total Liabilities, Deferred Inflows of Resources, and Fund Equity					
Current Liabilities					
401 INTERFUND LOANS PAYABLE	0.00	0.00	654,089.87	0.00	654,089.87
402 DUE TO OTHER FUNDS	68.48	0.00	0.00	0.00	68.48
461 SALARIES-BENEFITS PAYABLE	48,733.02	0.00	0.00	0.00	48,733.02
462 PAYFLEX PAYABLE	3,759.71	0.00	0.00	0.00	3,759.71
472 FICA PAYABLE	3,796.60	0.00	0.00	0.00	3,796.60
473 RETIREMENT PAYABLE	79,854.74	0.00	0.00	0.00	79,854.74
474 INSURANCE PAYABLE	7,486.47	0.00	0.00	0.00	7,486.47
475 FIT PAYABLE	3,353.56	0.00	0.00	0.00	3,353.56
476 SIT PAYABLE	857.00	0.00	0.00	0.00	857.00
477 TSA PAYABLE	3,219.79	0.00	0.00	0.00	3,219.79
478 DUES PAYABLE	1,911.85	0.00	0.00	0.00	1,911.85
479 FLEX PAYABLE	15,229.26	0.00	0.00	0.00	15,229.26
481 DEFERRED REVENUES	142,556.88	0.00	23,734.71	47,274.58	213,566.17
Current Liabilities	310,827.36	0.00	677,824.58	47,274.58	1,035,926.52
Fund Balance					

	01 GENERAL FUND	02 SPECIAL FUND	03 CAPITAL PROJECTS	04 DEBT SERVICE	Total
770 UNRESERVED FUND BALANCE	4,375,627.48	1,068,286.41	(208,539.61)	1,103,426.41	6,338,800.69
Fund Balance	4,375,627.48	1,068,286.41	(208,539.61)	1,103,426.41	6,338,800.69
Total Liabilities, Deferred Inflows of Resources, and Fund Equity	4,686,454.84	1,068,286.41	469,284.97	1,150,700.99	7,374,727.21

Regular; Processing Month 10/2026; Accounts to Include Accounts with Activity; Fund Number 01, 02, 03, 04

Fund: 01 GENERAL FUND

Account Number	Description	Revised Budget	During Month	To Date	% of Budget	Budget Balance
01 000 1110	GENERAL-DISTRICT PROPERTY TAX	4,724,198.00	11,846.83	65,013.11	1.38	4,659,184.89
01 000 1138	MISCELLANEOUS FUND LEVY	1,020,606.00	0.00	0.00	0.00	1,020,606.00
01 000 1220	TELECOMMUNICATIONS	12,500.00	0.00	0.00	0.00	12,500.00
01 000 1232	DISABLED VETERAN PROPERTY TAX CREDIT	3,122.10	0.00	3,122.10	100.00	0.00
01 000 1312	TUITION FROM ND DISTRICTS	200,000.00	0.00	0.00	0.00	200,000.00
01 000 1322	TUITION--SPECIAL ED	325,000.00	0.00	18,351.12	5.65	306,648.88
01 000 1510	INTEREST EARNED	125,000.00	30,073.90	56,352.48	45.08	68,647.52
01 000 1800	PRE SCHOOL	35,000.00	3,036.53	8,359.34	23.88	26,640.66
01 000 1801	DAYCARE	135,000.00	9,536.50	34,417.50	25.49	100,582.50
01 000 1950	OIL ROYALTY	100,000.00	5,584.51	22,743.10	22.74	77,256.90
01 000 1990	MISC INCOME	10,000.00	40.00	3,280.00	32.80	6,720.00
	Subtotal: REVENUE FROM LOCAL SOURCES	6,690,426.10	60,118.27	211,638.75	3.16	6,478,787.35
01 000 2210	OIL & GAS PRODUCTION TAX	2,400,000.00	177,617.11	936,092.94	39.00	1,463,907.06
	Subtotal: REVENUE FROM COUNTY SOURCES	2,400,000.00	177,617.11	936,092.94	39.00	1,463,907.06
01 000 3110	STATE AID	810,694.00	282,948.98	544,872.56	67.21	265,821.44
01 000 3130	TRANSPORTATION AID	255,693.34	49,696.18	155,649.54	60.87	100,043.80
01 000 3190	Other Unrestricted State Revenue	378,830.40	0.00	0.00	0.00	378,830.40
01 000 3310	CTE INSTRUCTIONAL AID	40,000.00	0.00	0.00	0.00	40,000.00
01 000 3340	CTE-CONSUMER & HOMEMAKING	10,000.00	0.00	0.00	0.00	10,000.00
01 000 3910	OTHER STATE INCOME	0.00	15,009.00	15,009.00	0.00	(15,009.00)
	Subtotal: REVENUE FROM STATE SOURCES	1,495,217.74	347,654.16	715,531.10	47.85	779,686.64
01 000 4210	TAYLOR GRAZING	1,000.00	0.00	0.00	0.00	1,000.00
01 000 4220	FLOOD CONTROL	400,000.00	41,036.27	547,340.52	136.84	(147,340.52)
01 000 4490	OTHER RESTRICTED FEDERAL AID	2,577.60	0.00	0.00	0.00	2,577.60
01 000 4510	TITLE I PROGRAM AID	226,806.00	18,674.16	18,674.16	8.23	208,131.84
01 000 4545	CARL PERKINS GRANT	32,824.00	0.00	0.00	0.00	32,824.00
01 200 4590	BEST IN CLASS GRANT	45,000.00	0.00	0.00	0.00	45,000.00
	Subtotal: REVENUE FROM FEDERAL SOURCES	708,207.60	59,710.43	566,014.68	79.92	142,192.92
	Fund Total:	11,293,851.44	645,099.97	2,429,277.47	21.51	8,864,573.97

Regular; Processing Month 10/2026; Accounts to Include Accounts with Activity; Fund Number 01, 02, 03, 04

Fund: 02 SPECIAL FUND

Account Number	Description	Revised Budget	During Month	To Date	% of Budget	Budget Balance
02 000 1510	INTEREST EARNED	0.00	0.00	6,451.51	0.00	(6,451.51)
Subtotal:	REVENUE FROM LOCAL SOURCES	0.00	0.00	6,451.51	0.00	(6,451.51)
	Fund Total:	0.00	0.00	6,451.51	0.00	(6,451.51)

Regular; Processing Month 10/2026; Accounts to Include Accounts with Activity; Fund Number 01, 02, 03, 04

Fund: 03 CAPITAL PROJECTS

Account Number	Description	Revised Budget	During Month	To Date	% of Budget	Budget Balance
03 000 1161	PROPERTY TAXES	792,717.00	1,986.86	10,916.04	1.38	781,800.96
03 000 1540	RENTAL INCOME SCHOOL HOUSING	91,800.00	6,425.00	26,275.00	28.62	65,525.00
	Subtotal: REVENUE FROM LOCAL SOURCES	884,517.00	8,411.86	37,191.04	4.20	847,325.96
	Fund Total:	884,517.00	8,411.86	37,191.04	4.20	847,325.96

Regular; Processing Month 10/2026; Accounts to Include Accounts with Activity; Fund Number 01, 02, 03, 04

Fund: 04 DEBT SERVICE

Account Number	Description	Revised Budget	During Month	To Date	% of Budget	Budget Balance
04 000 1171	SINKING AND INTEREST #2	11,204.36	3,174.33	14,378.69	128.33	(3,174.33)
Subtotal:	REVENUE FROM LOCAL SOURCES	11,204.36	3,174.33	14,378.69	128.33	(3,174.33)
	Fund Total:	11,204.36	3,174.33	14,378.69	128.33	(3,174.33)

Regular; Processing Month 10/2026; Accounts to Include Accounts with Activity; Fund Number 01, 02, 03, 04

	Revised Budget	During Month	To Date	% of Budget	Budget Balance
Grand Total:	12,189,572.80	656,686.16	2,487,298.71	20.41	9,702,274.09

Account Number	Account Description	Budget	Expended During Month	Expenditures to Date	Balance at EOM
01 GENERAL FUND					
2210 CURRICULUM IMPROVEMENT					
01 000 000 000 2210 110	SALARIES	0.00	0.00	0.00	0.00
01 000 000 000 2210 210	HEALTH INSURANCE	0.00	0.00	0.00	0.00
01 000 000 000 2210 220	FICA	0.00	0.00	0.00	0.00
01 000 000 000 2210 230	TFFR	0.00	0.00	0.00	0.00
01 000 000 000 2210 300	PROFESSIONAL SERVICES	50,000.00	3,736.00	5,761.25	44,238.75
01 000 000 000 2210 430	CONTRACTS	2,000.00	0.00	2,000.00	0.00
01 000 000 000 2210 580	TRAVEL	10,000.00	0.00	0.00	10,000.00
01 000 000 000 2210 611	SUPPLIES	0.00	0.00	0.00	0.00
01 000 000 000 2210 730	EQUIPMENT	0.00	0.00	0.00	0.00
01 000 000 000 2210 890	OTHER	0.00	0.00	0.00	0.00
2210 CURRICULUM IMPROVEMENT		62,000.00	3,736.00	7,761.25	54,238.75
2213 WELLNESS					
01 000 000 000 2213 110	SALARIES	2,000.00	0.00	0.00	2,000.00
01 000 000 000 2213 220	FICA	153.00	0.00	0.00	153.00
01 000 000 000 2213 230	TFFR	451.10	0.00	0.00	451.10
01 000 000 000 2213 290	OTHER EMPLOYEE BENEFITS	0.00	0.00	0.00	0.00
01 000 000 000 2213 580	TRAVEL	4,000.00	0.00	0.00	4,000.00
01 000 000 000 2213 611	SUPPLIES	250.00	0.00	0.00	250.00
01 000 000 000 2213 810	DUES & FEES	2,500.00	0.00	250.00	2,250.00
2213 WELLNESS		9,354.10	0.00	250.00	9,104.10
2222 LIBRARY					
01 000 000 000 2222 110	SALARIES	0.00	0.00	0.00	0.00
01 000 000 000 2222 130	SUBS/AIDES	0.00	0.00	0.00	0.00
01 000 000 000 2222 210	HEALTH INSURANCE	0.00	0.00	0.00	0.00
01 000 000 000 2222 220	FICA	0.00	0.00	0.00	0.00
01 000 000 000 2222 230	TFFR	0.00	0.00	0.00	0.00
01 000 000 000 2222 430	CONTRACTS	3,000.00	0.00	2,815.00	185.00
01 000 000 000 2222 580	TRAVEL	0.00	0.00	0.00	0.00
01 000 000 000 2222 611	SUPPLIES	1,500.00	0.00	0.00	1,500.00
01 000 000 000 2222 618	FREIGHT	350.00	0.00	0.00	350.00
01 000 000 000 2222 641	BOOKS-H.S.	2,000.00	0.00	0.00	2,000.00
01 000 000 000 2222 642	BOOKS-ELEM	2,250.00	0.00	0.00	2,250.00
01 000 000 000 2222 650	PERIODICALS	200.00	0.00	0.00	200.00
01 000 000 000 2222 670	SOFTWARE	500.00	0.00	500.00	0.00
01 000 000 000 2222 730	EQUIPMENT	500.00	0.00	0.00	500.00
2222 LIBRARY		10,300.00	0.00	3,315.00	6,985.00
2290 TECHNOLOGY					
01 000 000 000 2290 110	SALARIES	30,510.00	2,542.50	5,085.00	25,425.00
01 000 000 000 2290 120	NON-CERTIFIED SALARY	0.00	0.00	0.00	0.00
01 000 000 000 2290 210	HEALTH INSURANCE	6,096.67	508.04	1,016.08	5,080.59
01 000 000 000 2290 220	FICA	1,680.25	191.42	421.72	1,258.53
01 000 000 000 2290 230	NDPERS	6,881.33	573.46	1,146.92	5,734.41
01 000 000 000 2290 330	PROFESSIONAL SERVICES	45,000.00	4,649.76	25,569.47	19,430.53
01 000 000 000 2290 580	TRAVEL	1,000.00	0.00	0.00	1,000.00
01 000 000 000 2290 650	SUPPLIES-TECHNOLOGY RELATED	3,000.00	13.06	(477.75)	3,477.75
01 000 000 000 2290 730	EQUIPMENT	60,000.00	0.00	53,402.00	6,598.00
01 000 000 000 2290 810	DUES & FEES	6,250.00	0.00	0.00	6,250.00
2290 TECHNOLOGY		160,418.25	8,478.24	86,163.44	74,254.81
2310 BOARD OF EDUCATION					
01 000 000 000 2310 220	FICA	5,000.00	0.00	869.54	4,130.46
01 000 000 000 2310 250	UNEMPLOYMENT COMPENSATION	4,000.00	0.00	935.00	3,065.00
01 000 000 000 2310 260	WORKMEN'S COMPENSATION	20,000.00	0.00	14,769.56	5,230.44
01 000 000 000 2310 290	OTHER EMPLOYEE BENEFITS	92,000.00	841.21	12,351.99	79,648.01
01 000 000 000 2310 300	PURCHASED SERVICES	5,000.00	0.00	536.04	4,463.96
01 000 000 000 2310 310	BOARD SALARY	35,000.00	0.00	0.00	35,000.00
01 000 000 000 2310 580	TRAVEL	2,500.00	1,605.32	1,605.32	894.68
01 000 000 000 2310 610	SUPPLIES	0.00	0.00	0.00	0.00
01 000 000 000 2310 730	EQUIPMENT	1,500.00	0.00	0.00	1,500.00
01 000 000 000 2310 810	DUES & FEES	35,000.00	0.00	27,175.45	7,824.55
2310 BOARD OF EDUCATION		200,000.00	2,446.53	58,242.90	141,757.10
2321 SUPERINTENDENT'S OFFICE					
01 000 000 000 2321 110	SALARIES-SUPERINTENDENT	159,242.40	12,249.42	48,997.68	110,244.72
01 000 000 000 2321 210	HEALTH INSURANCE	24,563.40	2,046.96	8,187.84	16,375.56
01 000 000 000 2321 220	FICA	12,182.04	915.90	3,676.68	8,505.36
01 000 000 000 2321 230	TFFR	33,153.31	2,762.78	11,051.12	22,102.19
01 000 000 000 2321 290	OTHER EMPLOYEE BENEFITS	4,600.00	383.34	1,533.36	3,066.64
01 000 000 000 2321 580	TRAVEL	4,000.00	299.90	502.06	3,497.94

Account Number	Account Description	Budget	Expended During Month	Expenditures to Date	Balance at EOM
01 000 000 000 2321 670	SOFTWARE	0.00	0.00	0.00	0.00
01 000 000 000 2321 730	EQUIPMENT	1,500.00	0.00	0.00	1,500.00
01 000 000 000 2321 810	DUES & FEES	3,000.00	0.00	1,255.00	1,745.00
2321 SUPERINTENDENT'S OFFICE		242,241.15	18,658.30	75,203.74	167,037.41
2500 BUSINESS OFFICE					
01 000 000 000 2500 120	Salaries	208,808.43	17,390.80	66,861.33	141,947.10
01 000 000 000 2500 210	HEALTH INSURANCE	44,885.64	3,740.48	14,961.92	29,923.72
01 000 000 000 2500 220	FICA	17,528.50	1,441.44	5,562.33	11,966.17
01 000 000 000 2500 230	PERS	31,675.85	2,648.43	10,539.62	21,136.23
01 000 000 000 2500 290	OTHER EMPLOYEE BENEFITS	5,000.00	350.00	1,250.00	3,750.00
01 000 000 000 2500 330	PROFESSIONAL SERVICES	38,000.00	202.00	8,307.05	29,692.95
01 000 000 000 2500 430	CONTRACTS	3,500.00	153.60	658.10	2,841.90
01 000 000 000 2500 431	POSTAGE METER	5,000.00	299.13	1,144.71	3,855.29
01 000 000 000 2500 521	PROPERTY INSURANCE	81,000.00	0.00	80,573.00	427.00
01 000 000 000 2500 522	LIABILITY INSURANCE	5,500.00	0.00	4,901.00	599.00
01 000 000 000 2500 532	POSTAGE	5,000.00	0.00	0.00	5,000.00
01 000 000 000 2500 540	LEGALS-ADS	7,500.00	356.50	1,843.09	5,656.91
01 000 000 000 2500 550	PRINTING & BINDING	0.00	0.00	0.00	0.00
01 000 000 000 2500 580	TRAVEL	1,200.00	558.06	558.06	641.94
01 000 000 000 2500 618	FREIGHT	200.00	0.00	0.00	200.00
01 000 000 000 2500 619	SUPPLIES TO BE DIST.	0.00	0.00	0.00	0.00
01 000 000 000 2500 670	SOFTWARE	15,000.00	0.00	0.00	15,000.00
01 000 000 000 2500 690	MISC SUPPLIES	5,000.00	908.03	1,343.32	3,656.68
01 000 000 000 2500 730	EQUIPMENT	1,000.00	0.00	0.00	1,000.00
01 000 000 000 2500 810	DUES & FEES	10,000.00	395.33	1,399.63	8,600.37
2500 BUSINESS OFFICE		485,798.42	28,443.80	199,903.16	285,895.26
2600 M & O OF PLANT					
01 000 000 000 2600 120	SALARIES	288,600.90	26,528.09	100,284.62	188,316.28
01 000 000 000 2600 121	PART TIME SALARY	26,821.20	0.00	11,214.06	15,607.14
01 000 000 000 2600 210	HEALTH INSURANCE	50,805.60	4,233.80	20,661.35	30,144.25
01 000 000 000 2600 220	FICA	25,684.44	2,146.54	8,908.64	16,775.80
01 000 000 000 2600 230	PERS	42,410.10	3,079.67	14,845.87	27,564.23
01 000 000 000 2600 411	WATER/SEWER	32,000.00	3,617.02	19,479.92	12,520.08
01 000 000 000 2600 421	GARBAGE	15,000.00	1,197.00	5,985.00	9,015.00
01 000 000 000 2600 431	FIRE EXTINGUISHERS	3,600.00	0.00	4,108.00	(508.00)
01 000 000 000 2600 432	PEST CONTROL	1,500.00	0.00	181.01	1,318.99
01 000 000 000 2600 433	CLOCK SYSTEM	2,000.00	0.00	0.00	2,000.00
01 000 000 000 2600 434	HEATING SYSTEM	10,000.00	0.00	0.00	10,000.00
01 000 000 000 2600 435	OTHER CONTRACTS	25,000.00	917.30	5,761.37	19,238.63
01 000 000 000 2600 441	RENTALS	0.00	0.00	0.00	0.00
01 000 000 000 2600 450	CONSTRUCTION SERVICES	100,000.00	20,237.14	54,961.69	45,038.31
01 000 000 000 2600 531	TELEPHONE	24,000.00	2,380.76	7,962.39	16,037.61
01 000 000 000 2600 611	SUPPLIES	125,000.00	8,145.48	30,876.22	94,123.78
01 000 000 000 2600 618	FREIGHT	1,000.00	30.07	30.07	969.93
01 000 000 000 2600 621	ELECTRICITY	230,000.00	23,925.71	88,810.47	141,189.53
01 000 000 000 2600 622	NATURAL GAS	75,000.00	5,436.43	18,422.00	56,578.00
01 000 000 000 2600 626	GAS-MAINTENANCE	3,500.00	199.63	675.87	2,824.13
01 000 000 000 2600 627	DIESEL	3,000.00	0.00	407.89	2,592.11
01 000 000 000 2600 730	EQUIPMENT	0.00	0.00	0.00	0.00
2600 M & O OF PLANT		1,084,922.24	102,074.64	393,576.44	691,345.80
2700 TRANSPORTATION					
01 000 000 000 2700 110	SALARIES--TRANSPORTATION DIR	12,978.00	1,081.50	4,326.00	8,652.00
01 000 000 000 2700 120	SALARIES-BUS MECHANIC	0.00	0.00	0.00	0.00
01 000 000 000 2700 121	PART TIME SALARY-BUS DRIVER	247,612.50	24,599.37	48,028.76	199,583.74
01 000 000 000 2700 122	SUB SALARY	7,000.00	1,985.50	2,332.00	4,668.00
01 000 000 000 2700 210	HEALTH INSURANCE	0.00	0.00	0.00	0.00
01 000 000 000 2700 220	FICA	20,470.68	2,116.44	4,334.86	16,135.82
01 000 000 000 2700 230	PERS	11,742.69	1,310.21	2,590.71	9,151.98
01 000 000 000 2700 290	OTHER EMPLOYEE BENEFITS	4,600.00	350.00	1,100.00	3,500.00
01 000 000 000 2700 330	OTHER PROFESSIONAL SERVICES	5,500.00	59.00	3,468.00	2,032.00
01 000 000 000 2700 390	PHYSICALS	4,000.00	110.00	1,070.00	2,930.00
01 000 000 000 2700 432	FIRE EXTING. SERVICE	1,000.00	0.00	747.50	252.50
01 000 000 000 2700 519	TRANSPORTATION-FAMILY TYPE	7,500.00	0.00	0.00	7,500.00
01 000 000 000 2700 520	INSURANCE	20,000.00	0.00	17,784.00	2,216.00
01 000 000 000 2700 530	COMMUNICATIONS	3,000.00	200.20	800.80	2,199.20
01 000 000 000 2700 580	TRAVEL	1,500.00	0.00	0.00	1,500.00
01 000 000 000 2700 611	SUPPLIES	3,000.00	36.55	276.21	2,723.79
01 000 000 000 2700 626	GASOLINE	7,500.00	951.29	3,129.13	4,370.87
01 000 000 000 2700 627	DIESEL	125,000.00	13,152.25	18,892.41	106,107.59
01 000 000 000 2700 670	SOFTWARE	10,840.00	0.00	0.00	10,840.00

Account Number	Account Description	Budget	Expended During Month	Expenditures to Date	Balance at EOM
01 000 000 000 2700 671	OIL AND GREASE	6,000.00	31.03	958.25	5,041.75
01 000 000 000 2700 672	TIRES AND TUBES	10,000.00	0.00	2,292.76	7,707.24
01 000 000 000 2700 673	REPAIRS	180,000.00	3,440.33	19,820.77	160,179.23
01 000 000 000 2700 730	EQUIPMENT	0.00	0.00	0.00	0.00
01 000 000 000 2700 732	VEHICLE REPLACEMENT	150,000.00	0.00	0.00	150,000.00
2700 TRANSPORTATION		839,243.87	49,423.67	131,952.16	707,291.71
6300 TRANSFERS TO OTHER FUNDS					
01 000 000 000 6300 920	TRANSFER OF FUNDS	0.00	0.00	0.00	0.00
6300 TRANSFERS TO OTHER FUNDS		0.00	0.00	0.00	0.00
6320 TRANSFER TO SPECIAL RESERVE					
01 000 000 000 6320 920	TRANSFER OF FUNDS TO SPECIAL RESERVE	0.00	0.00	0.00	0.00
6320 TRANSFER TO SPECIAL RESERVE		0.00	0.00	0.00	0.00
6330 TRANSFER TO CAPITAL PROJECTS					
01 000 000 000 6330 920	TRANSFER OF FUNDS TO CAPITAL PROJECTS	0.00	0.00	0.00	0.00
6330 TRANSFER TO CAPITAL PROJECTS		0.00	0.00	0.00	0.00
6350 TRANSFER TO FOOD SERVICE					
01 000 000 000 6350 920	TRANSFER OF FUNDS TO FOOD SERVICE	300,000.00	300,000.00	300,000.00	0.00
6350 TRANSFER TO FOOD SERVICE		300,000.00	300,000.00	300,000.00	0.00
6360 TRANSFER TO STUDENT ACTIVITY					
01 000 000 000 6360 920	TRANSFER OF FUNDS STUDENT ACTIVITY	50,000.00	0.00	0.00	50,000.00
6360 TRANSFER TO STUDENT ACTIVITY		50,000.00	0.00	0.00	50,000.00
000 UNDISTRIBUTED EXPENDITURES		3,444,278.03	513,261.18	1,256,368.09	2,187,909.94
1000 INSTRUCTION					
01 000 000 110 1000 110	SALARIES	191,260.00	15,938.34	33,575.68	157,684.32
01 000 000 110 1000 130	SUBS/AIDES	8,100.00	678.00	1,187.56	6,912.44
01 000 000 110 1000 210	HEALTH INSURANCE	37,762.25	3,146.86	6,357.42	31,404.83
01 000 000 110 1000 220	FICA	16,028.37	1,271.59	2,660.25	13,368.12
01 000 000 110 1000 230	TFFR	43,137.45	3,602.61	7,604.92	35,532.53
01 000 000 110 1000 290	OTHER EMPLOYEE BENEFITS	0.00	0.00	0.00	0.00
01 000 000 110 1000 430	CONTRACTS	1,000.00	0.00	240.00	760.00
01 000 000 110 1000 610	SUPPLIES	17,500.00	872.92	6,165.45	11,334.55
01 000 000 110 1000 618	FREIGHT	500.00	0.00	87.45	412.55
01 000 000 110 1000 640	BOOKS	17,500.00	0.00	0.00	17,500.00
01 000 000 110 1000 670	SOFTWARE	2,800.00	0.00	737.24	2,062.76
01 000 000 110 1000 730	EQUIPMENT	0.00	0.00	0.00	0.00
01 000 000 110 1000 810	DUES & FEES	500.00	0.00	0.00	500.00
1000 INSTRUCTION		336,088.07	25,510.32	58,615.97	277,472.10
110 KINDERGARTEN		336,088.07	25,510.32	58,615.97	277,472.10
1000 INSTRUCTION					
01 000 000 120 1000 110	SALARIES	1,127,080.82	88,397.08	180,178.84	946,901.98
01 000 000 120 1000 130	SUBS/AIDES	210,233.30	11,447.20	23,213.55	187,019.75
01 000 000 120 1000 210	HEALTH INSURANCE	216,930.17	18,514.76	37,430.28	179,499.89
01 000 000 120 1000 220	FICA	111,244.86	7,877.35	16,215.17	95,029.69
01 000 000 120 1000 230	TFFR	253,565.59	20,436.80	41,766.62	211,798.97
01 000 000 120 1000 290	OTHER EMPLOYEE BENEFITS	600.00	50.00	300.00	300.00
01 000 000 120 1000 430	CONTRACTS	10,000.00	0.00	1,380.00	8,620.00
01 000 000 120 1000 560	TUITION TO LEA'S IN STATE	10,000.00	0.00	5,280.00	4,720.00
01 000 000 120 1000 580	TRAVEL	1,500.00	237.16	290.36	1,209.64
01 000 000 120 1000 611	SUPPLIES	100,000.00	(304.46)	23,320.89	76,679.11
01 000 000 120 1000 612	MUSIC SUPPLIES	2,250.00	0.00	648.35	1,601.65
01 000 000 120 1000 618	FREIGHT	5,000.00	20.00	245.50	4,754.50
01 000 000 120 1000 640	BOOKS	100,000.00	0.00	1,065.78	98,934.22
01 000 000 120 1000 670	SOFTWARE	17,000.00	0.00	5,018.13	11,981.87
01 000 000 120 1000 730	EQUIPMENT	0.00	0.00	0.00	0.00
01 000 000 120 1000 810	DUES & FEES	3,250.00	0.00	0.00	3,250.00
1000 INSTRUCTION		2,168,654.74	146,675.89	336,353.47	1,832,301.27
2410 OFFICE OF PRINCIPAL SERVICES					
01 000 000 120 2410 110	SALARIES	98,988.78	8,249.06	16,666.12	82,322.66
01 000 000 120 2410 120	SALARIES-SECRETARY	76,216.50	7,367.08	25,463.10	50,753.40
01 000 000 120 2410 210	HEALTH INSURANCE	44,885.64	4,022.74	9,174.49	35,711.15
01 000 000 120 2410 220	FICA	14,957.85	1,304.67	3,539.18	11,418.67
01 000 000 120 2410 230	TFFR	49,738.99	4,293.97	10,302.67	39,436.32
01 000 000 120 2410 430	CONTRACTS	0.00	0.00	0.00	0.00
01 000 000 120 2410 580	TRAVEL	500.00	0.00	0.00	500.00

Account Number	Account Description	Budget	Expended During Month	Expenditures to Date	Balance at EOM
01 000 000 120 2410 611	SUPPLIES	0.00	0.00	51.76	(51.76)
01 000 000 120 2410 618	FREIGHT	0.00	0.00	0.00	0.00
01 000 000 120 2410 670	SOFTWARE	0.00	0.00	0.00	0.00
01 000 000 120 2410 730	EQUIPMENT	0.00	0.00	0.00	0.00
01 000 000 120 2410 810	DUES & FEES	1,500.00	0.00	1,404.00	96.00
2410 OFFICE OF PRINCIPAL SERVICES		286,787.76	25,237.52	66,601.32	220,186.44
120 ELEMENTARY		2,455,442.50	171,913.41	402,954.79	2,052,487.71
1000 INSTRUCTION					
01 000 000 130 1000 110	SALARIES	401,802.43	27,618.30	55,236.60	346,565.83
01 000 000 130 1000 130	SUBS/AIDES	81,000.00	7,511.08	15,579.24	65,420.76
01 000 000 130 1000 210	HEALTH INSURANCE	75,812.72	5,675.78	11,993.58	63,819.14
01 000 000 130 1000 220	FICA	39,693.89	2,808.29	5,631.28	34,062.61
01 000 000 130 1000 230	TFFR	77,874.76	6,477.27	12,975.08	64,899.68
01 000 000 130 1000 290	OTHER EMPLOYEE BENEFITS	5,020.96	205.40	410.80	4,610.16
01 000 000 130 1000 430	CONTRACTS	2,000.00	0.00	450.00	1,550.00
01 000 000 130 1000 580	TRAVEL	500.00	0.00	0.00	500.00
01 000 000 130 1000 611	SUPPLIES	18,000.00	151.01	4,488.60	13,511.40
01 000 000 130 1000 618	FREIGHT	500.00	0.00	87.30	412.70
01 000 000 130 1000 640	BOOKS	6,000.00	0.00	0.00	6,000.00
01 000 000 130 1000 670	SOFTWARE	7,500.00	0.00	1,382.33	6,117.67
01 000 000 130 1000 730	EQUIPMENT	0.00	0.00	0.00	0.00
01 000 000 130 1000 810	DUES & FEES	1,500.00	0.00	0.00	1,500.00
1000 INSTRUCTION		717,204.76	50,447.13	108,234.81	608,969.95
130 MIDDLE/JUNIOR HIGH		717,204.76	50,447.13	108,234.81	608,969.95
1000 INSTRUCTION					
01 000 000 140 1000 110	SALARIES	562,243.83	45,225.90	90,451.80	471,792.03
01 000 000 140 1000 130	SUBS/AIDES	207,525.63	6,442.14	16,926.41	190,599.22
01 000 000 140 1000 210	HEALTH INSURANCE	125,191.87	8,943.90	19,428.32	105,763.55
01 000 000 140 1000 220	FICA	47,789.28	3,856.54	8,026.77	39,762.51
01 000 000 140 1000 230	TFFR	129,812.74	10,983.51	22,720.79	107,091.95
01 000 000 140 1000 290	OTHER EMPLOYEE BENEFITS	5,020.96	255.38	710.76	4,310.20
01 000 000 140 1000 430	CONTRACTS	5,000.00	0.00	930.00	4,070.00
01 000 000 140 1000 442	RENTAL-DRIVERS ED	0.00	0.00	0.00	0.00
01 000 000 140 1000 520	DRIVER'S ED INSURANCE	200.00	0.00	0.00	200.00
01 000 000 140 1000 561	TUITION TO LEA'S IN STATE	30,000.00	28,643.00	50,916.00	(20,916.00)
01 000 000 140 1000 580	TRAVEL	2,000.00	0.00	404.32	1,595.68
01 000 000 140 1000 611	SUPPLIES	35,000.00	467.71	5,615.69	29,384.31
01 000 000 140 1000 612	MUSIC SUPPLIES	4,000.00	283.50	2,864.71	1,135.29
01 000 000 140 1000 618	FREIGHT	750.00	0.00	8.00	742.00
01 000 000 140 1000 626	MISC DRIVERS ED SUPPLIES	3,000.00	0.00	939.13	2,060.87
01 000 000 140 1000 640	BOOKS	10,000.00	0.00	6,894.47	3,105.53
01 000 000 140 1000 670	SOFTWARE	40,000.00	0.00	7,134.63	32,865.37
01 000 000 140 1000 730	EQUIPMENT	0.00	0.00	0.00	0.00
01 000 000 140 1000 810	DUES & FEES	2,500.00	0.00	0.00	2,500.00
1000 INSTRUCTION		1,210,034.31	105,101.58	233,971.80	976,062.51
2410 OFFICE OF PRINCIPAL SERVICES					
01 000 000 140 2410 110	SALARIES	85,438.50	7,119.88	14,239.76	71,198.74
01 000 000 140 2410 120	SALARIES-SECRETARY	54,926.04	5,511.66	15,100.04	39,826.00
01 000 000 140 2410 210	HEALTH INSURANCE	40,821.19	3,684.04	7,819.69	33,001.50
01 000 000 140 2410 220	FICA	11,981.62	1,034.58	2,444.06	9,537.56
01 000 000 140 2410 230	TFFR/PERS	30,937.83	2,751.70	6,087.46	24,850.37
01 000 000 140 2410 430	CONTRACTS	1,000.00	0.00	0.00	1,000.00
01 000 000 140 2410 580	TRAVEL	750.00	0.00	0.00	750.00
01 000 000 140 2410 611	SUPPLIES	750.00	0.00	0.00	750.00
01 000 000 140 2410 618	FREIGHT	100.00	0.00	0.00	100.00
01 000 000 140 2410 670	SOFTWARE	0.00	0.00	0.00	0.00
01 000 000 140 2410 730	EQUIPMENT	0.00	0.00	0.00	0.00
01 000 000 140 2410 810	DUES & FEES	4,600.00	0.00	820.00	3,780.00
2410 OFFICE OF PRINCIPAL SERVICES		231,305.18	20,101.86	46,511.01	184,794.17
140 HIGH SCHOOL		1,441,339.49	125,203.44	280,482.81	1,160,856.68
2835 HEALTH SERVICES					
01 000 000 200 2835 120	NON-CERTIFIED SALARY	42,150.40	3,468.40	13,365.92	28,784.48
01 000 000 200 2835 210	HEALTH INSURANCE	10,161.12	1,129.02	1,693.53	8,467.59
01 000 000 200 2835 220	FICA	4,001.83	355.08	1,160.50	2,841.33
01 000 000 200 2835 230	TFFR	6,853.66	571.14	2,191.28	4,662.38
01 000 000 200 2835 610	SUPPLIES	2,500.00	0.00	0.00	2,500.00
01 000 000 200 2835 810	DUES & FEES	10,800.00	928.50	3,628.50	7,171.50
2835 HEALTH SERVICES		76,467.01	6,452.14	22,039.73	54,427.28

Account Number	Account Description	Budget	Expended During Month	Expenditures to Date	Balance at EOM
2900 OTHER SUPPORT SERVICES					
01 000 000 200 2900 110	SALARIES	0.00	0.00	0.00	0.00
01 000 000 200 2900 220	FICA	0.00	0.00	0.00	0.00
01 000 000 200 2900 230	TFFR	0.00	0.00	0.00	0.00
01 000 000 200 2900 320	SUPPORT SERVICES	41,361.00	0.00	20,680.50	20,680.50
01 000 000 200 2900 594	FOSTER CARE	0.00	0.00	0.00	0.00
2900 OTHER SUPPORT SERVICES		41,361.00	0.00	20,680.50	20,680.50
200 SPECIAL PROGRAMS		117,828.01	6,452.14	42,720.23	75,107.78
1000 INSTRUCTION					
01 000 000 205 1000 110	SALARIES - SPEC ED	0.00	0.00	0.00	0.00
01 000 000 205 1000 130	SUBS/AIDES-SPECIAL ED	12,533.04	1,461.13	2,995.43	9,537.61
01 000 000 205 1000 210	HEALTH INSURANCE	5,080.56	564.51	846.77	4,233.79
01 000 000 205 1000 220	FICA	1,347.44	154.95	293.92	1,053.52
01 000 000 205 1000 230	PERS	2,037.87	329.38	624.76	1,413.11
1000 INSTRUCTION		20,998.91	2,509.97	4,760.88	16,238.03
205 PRESCHOOL SPECIAL EDUCATION		20,998.91	2,509.97	4,760.88	16,238.03
1000 INSTRUCTION					
01 000 000 255 1000 110	SALARIES	231,200.00	15,029.18	30,058.36	201,141.64
01 000 000 255 1000 130	SUBS/AIDES	343,596.44	48,301.25	95,626.04	247,970.40
01 000 000 255 1000 210	HEALTH INSURANCE	197,457.94	19,517.62	40,023.10	157,434.84
01 000 000 255 1000 220	FICA	52,917.33	5,513.59	10,595.50	42,321.83
01 000 000 255 1000 230	TFFR	102,397.81	10,157.12	20,471.70	81,926.11
01 000 000 255 1000 290	OTHER EMPLOYEE BENEFITS	3,933.99	440.40	880.80	3,053.19
01 000 000 255 1000 430	CONTRACTS	210,000.00	22,845.02	22,845.02	187,154.98
01 000 000 255 1000 560	TUITION TO LEAS IN STATE	100,000.00	0.00	0.00	100,000.00
01 000 000 255 1000 580	TRAVEL	5,000.00	373.85	373.85	4,626.15
01 000 000 255 1000 611	SUPPLIES	4,000.00	2,647.36	4,461.14	(461.14)
01 000 000 255 1000 618	FREIGHT	1,000.00	92.73	240.03	759.97
01 000 000 255 1000 640	BOOKS	12,000.00	0.00	6,506.52	5,493.48
01 000 000 255 1000 730	EQUIPMENT	1,500.00	0.00	127.72	1,372.28
01 000 000 255 1000 810	DUES & FEES	1,600.00	180.00	180.00	1,420.00
1000 INSTRUCTION		1,266,603.51	125,098.12	232,389.78	1,034,213.73
255 SCHOOL-AGED SPECIAL EDUCATION		1,266,603.51	125,098.12	232,389.78	1,034,213.73
1000 INSTRUCTION					
01 000 000 310 1000 110	SALARIES	150,000.00	12,500.00	50,000.04	99,999.96
01 000 000 310 1000 130	SUBS/AIDES	10,000.00	720.00	900.00	9,100.00
01 000 000 310 1000 210	HEALTH INSURANCE	20,322.24	1,693.52	6,774.08	13,548.16
01 000 000 310 1000 220	FICA	12,252.33	1,005.06	4,002.28	8,250.05
01 000 000 310 1000 230	TFFR	33,831.54	2,819.30	11,277.20	22,554.34
01 000 000 310 1000 430	CONTRACTS	0.00	0.00	0.00	0.00
01 000 000 310 1000 580	TRAVEL	12,000.00	1,103.00	4,539.39	7,460.61
01 000 000 310 1000 611	SUPPLIES	12,000.00	343.74	3,013.66	8,986.34
01 000 000 310 1000 618	FREIGHT	500.00	8.44	51.51	448.49
01 000 000 310 1000 640	BOOKS	0.00	0.00	0.00	0.00
01 000 000 310 1000 670	SOFTWARE	500.00	0.00	419.88	80.12
01 000 000 310 1000 730	EQUIPMENT	0.00	0.00	0.00	0.00
01 000 000 310 1000 731	CARL PERKINS EQUIPMENT	26,004.00	0.00	0.00	26,004.00
1000 INSTRUCTION		277,410.11	20,193.06	80,978.04	196,432.07
310 AGRICULTURE		277,410.11	20,193.06	80,978.04	196,432.07
1000 INSTRUCTION					
01 000 000 340 1000 110	SALARIES	56,650.00	4,720.84	9,441.68	47,208.32
01 000 000 340 1000 130	SUBS/AIDES	2,340.00	720.00	1,350.00	990.00
01 000 000 340 1000 210	HEALTH INSURANCE	10,161.12	846.76	1,693.52	8,467.60
01 000 000 340 1000 220	FICA	4,512.74	392.08	777.26	3,735.48
01 000 000 340 1000 230	TFFR	12,777.04	1,094.01	2,158.75	10,618.29
01 000 000 340 1000 430	CONTRACTS	0.00	0.00	0.00	0.00
01 000 000 340 1000 580	TRAVEL	250.00	0.00	0.00	250.00
01 000 000 340 1000 611	SUPPLIES	5,000.00	163.84	3,114.00	1,886.00
01 000 000 340 1000 618	FREIGHT	500.00	0.00	0.00	500.00
01 000 000 340 1000 640	BOOKS	0.00	0.00	0.00	0.00
01 000 000 340 1000 670	SOFTWARE	0.00	0.00	0.00	0.00
01 000 000 340 1000 730	EQUIPMENT	0.00	0.00	0.00	0.00
01 000 000 340 1000 731	CARL PERKINS EQUIPMENT	6,820.00	0.00	0.00	6,820.00
1000 INSTRUCTION		99,010.90	7,937.53	18,535.21	80,475.69
340 FAMILY AND CONSUMER SCIENCE		99,010.90	7,937.53	18,535.21	80,475.69
3400 STUDENT ACTIVITIES					
01 000 000 410 3400 110	SALARIES-STUDENT ACTIVITY	81,444.26	137.50	137.50	81,306.76

Account Number	Account Description	Budget	Expended During Month	Expenditures to Date	Balance at EOM
01 000 000 410 3400 220	FICA	6,230.49	10.52	10.52	6,219.97
01 000 000 410 3400 230	TFFR	15,025.57	0.00	0.00	15,025.57
01 000 000 410 3400 430	CONTRACTS-REPAIRS/MAINT	0.00	0.00	0.00	0.00
01 000 000 410 3400 522	LIABILITY INSURANCE	0.00	0.00	0.00	0.00
01 000 000 410 3400 890	OTHER	1,000.00	0.00	50.00	950.00
3400 STUDENT ACTIVITIES		103,700.32	148.02	198.02	103,502.30
410 STUDENT ACTIVITIES		103,700.32	148.02	198.02	103,502.30
3400 STUDENT ACTIVITIES					
01 000 000 420 3400 110	SALARIES-ATHLETIC	268,189.60	40,422.13	51,418.42	216,771.18
01 000 000 420 3400 210	HEALTH INSURANCE	4,064.45	338.70	1,354.80	2,709.65
01 000 000 420 3400 220	FICA	20,516.50	3,118.26	4,037.22	16,479.28
01 000 000 420 3400 230	TFFR	43,748.22	4,699.42	5,816.66	37,931.56
01 000 000 420 3400 430	REPAIRS	0.00	0.00	0.00	0.00
01 000 000 420 3400 580	TRAVEL	4,000.00	0.00	0.00	4,000.00
01 000 000 420 3400 890	OTHER	75,000.00	23,584.74	36,699.19	38,300.81
3400 STUDENT ACTIVITIES		415,518.77	72,163.25	99,326.29	316,192.48
420 ATHLETICS		415,518.77	72,163.25	99,326.29	316,192.48
3300 COMMUNITY SERVICES/PRE-K & DAYCARE					
01 000 000 800 3300 110	PRE SCHOOL SALARIES	89,420.54	7,451.72	15,239.44	74,181.10
01 000 000 800 3300 130	PRESCHOOL SUBS/AIDES	12,533.04	2,001.14	3,715.44	8,817.60
01 000 000 800 3300 210	PRESCHOOL HEALTH INSURANCE	26,247.87	1,863.27	3,444.28	22,803.59
01 000 000 800 3300 220	PRESCHOOL FICA	8,784.25	768.08	1,518.33	7,265.92
01 000 000 800 3300 230	PRESCHOOL TFFR/PERS	22,206.09	2,010.06	4,061.89	18,144.20
01 000 000 800 3300 300	PRESCHOOL PURCHASED PROF SERVICES	0.00	0.00	0.00	0.00
01 000 000 800 3300 430	PRESCHOOL CONTRACTS	0.00	0.00	0.00	0.00
01 000 000 800 3300 580	PRESCHOOL TRAVEL	0.00	0.00	0.00	0.00
01 000 000 800 3300 611	PRESCHOOL SUPPLIES	3,000.00	0.00	1,837.02	1,162.98
01 000 000 800 3300 618	PRESCHOOL FREIGHT	150.00	0.00	0.00	150.00
01 000 000 800 3300 640	PRESCHOOL BOOKS	1,000.00	0.00	0.00	1,000.00
01 000 000 800 3300 670	PRESCHOOL SOFTWARE	0.00	0.00	0.00	0.00
01 000 000 800 3300 730	PRE SCHOOL EQUIPMENT	0.00	0.00	0.00	0.00
01 000 000 800 3300 800	PRESCHOOL Dues, Membership, Registration	200.00	24.50	49.00	151.00
3300 COMMUNITY SERVICES/PRE-K & DAYCARE		163,541.79	14,118.77	29,865.40	133,676.39
800 COMMUNITY SERVICES		163,541.79	14,118.77	29,865.40	133,676.39
3300 COMMUNITY SERVICES/PRE-K & DAYCARE					
01 000 000 890 3300 110	DAYCARE SALARIES	0.00	0.00	0.00	0.00
01 000 000 890 3300 130	DAYCARE SUBS/AIDS	204,487.45	13,066.67	34,938.56	169,548.89
01 000 000 890 3300 210	DAYCARE HEALTH INSURANCE	71,127.84	4,233.82	10,161.15	60,966.69
01 000 000 890 3300 220	DAYCARE FICA	19,159.74	1,224.13	3,001.77	16,157.97
01 000 000 890 3300 230	DAYCARE PERS	29,028.40	1,972.33	5,036.69	23,991.71
01 000 000 890 3300 290	DAYCARE OTHER EMPLOYEE BENEFITS	0.00	0.00	0.00	0.00
01 000 000 890 3300 430	DAYCARE REPAIR & MAINTENANCE	0.00	0.00	0.00	0.00
01 000 000 890 3300 450	DAYCARE CONSTRUCTION	0.00	0.00	0.00	0.00
01 000 000 890 3300 580	DAYCARE TRAVEL	0.00	0.00	0.00	0.00
01 000 000 890 3300 611	DAYCARE SUPPLIES	3,000.00	80.18	248.55	2,751.45
01 000 000 890 3300 618	DAYCARE FREIGHT	100.00	0.00	0.00	100.00
01 000 000 890 3300 640	DAYCARE BOOKS	0.00	0.00	0.00	0.00
01 000 000 890 3300 670	DAYCARE SOFTWARE	0.00	0.00	0.00	0.00
01 000 000 890 3300 730	DAYCARE EQUIPMENT	0.00	0.00	0.00	0.00
01 000 000 890 3300 800	DAYCARE DUES, MEMBERSHIPS, REGISTRATION	500.00	0.00	215.00	285.00
3300 COMMUNITY SERVICES/PRE-K & DAYCARE		327,403.43	20,577.13	53,601.72	273,801.71
890 DAYCARE		327,403.43	20,577.13	53,601.72	273,801.71
3100 FOOD SERVICES					
01 000 000 910 3100 120	SALARIES	0.00	(33,837.93)	0.00	0.00
01 000 000 910 3100 210	HEALTH INSURANCE	0.00	(5,531.24)	0.00	0.00
01 000 000 910 3100 220	FICA	0.00	(2,693.90)	0.00	0.00
01 000 000 910 3100 230	PERS	0.00	(4,257.85)	0.00	0.00
01 000 000 910 3100 730	EQUIPMENT	0.00	0.00	0.00	0.00
01 000 000 910 3100 890	OTHER	0.00	0.00	0.00	0.00
3100 FOOD SERVICES		0.00	(46,320.92)	0.00	0.00
910 FOOD SERVICES		0.00	(46,320.92)	0.00	0.00
1000 INSTRUCTION					
01 068 000 261 1000 110 2026	SALARIES	135,600.00	11,300.00	22,600.00	113,000.00
01 068 000 261 1000 210 2026	HEALTH INSURANCE	27,601.13	2,300.10	4,600.20	23,000.93
01 068 000 261 1000 220 2026	FICA	10,373.40	775.40	1,550.80	8,822.60

Account Number	Account Description	Budget	Expended During Month	Expenditures to Date	Balance at EOM
01 068 000 261 1000 230 2026	TFFR	30,583.70	2,548.66	5,097.32	25,486.38
01 068 000 261 1000 300 2026	PURCHASED SERVICES	22,647.77	5,604.00	7,354.00	15,293.77
1000 INSTRUCTION		226,806.00	22,528.16	41,202.32	185,603.68
261 TITLE I PROGRAMS		226,806.00	22,528.16	41,202.32	185,603.68
1000 INSTRUCTION					
01 200 000 298 1000 110	SALARIES	27,179.47	2,264.94	4,529.88	22,649.59
01 200 000 298 1000 210	HEALTH INSURANCE	6,433.82	394.76	789.52	5,644.30
01 200 000 298 1000 220	FICA	2,260.42	173.86	347.72	1,912.70
01 200 000 298 1000 230	TFFR	6,876.29	510.84	1,021.68	5,854.61
01 200 000 298 1000 300	PURCHASED SERVICES	0.00	0.00	0.00	0.00
01 200 000 298 1000 610	SUPPLIES	2,250.00	340.85	340.85	1,909.15
1000 INSTRUCTION		45,000.00	3,685.25	7,029.65	37,970.35
298 OTHER FEDERAL PROGRAMS		45,000.00	3,685.25	7,029.65	37,970.35
01 GENERAL FUND		11,458,174.60	1,135,425.96	2,717,264.01	8,740,910.59

Account Number	Account Description	Budget	Expended During Month	Expenditures to Date	Balance at EOM
02	SPECIAL FUND				
6300	TRANSFERS TO OTHER FUNDS				
02 000 000 000 6300 920	TRANSFER OF FUNDS	0.00	0.00	0.00	0.00
6300	TRANSFERS TO OTHER FUNDS	0.00	0.00	0.00	0.00
000	UNDISTRIBUTED EXPENDITURES	0.00	0.00	0.00	0.00
02	SPECIAL FUND	0.00	0.00	0.00	0.00

Account Number	Account Description	Budget	Expended During Month	Expenditures to Date	Balance at EOM
03 CAPITAL PROJECTS					
1000 INSTRUCTION					
03 000 000 000 1000 700	PROPERTY	0.00	0.00	0.00	0.00
1000 INSTRUCTION		0.00	0.00	0.00	0.00
2513 RECEIVING & DISBURSING FUNDS					
03 000 000 000 2513 810	DUES & FEES	0.00	0.00	0.00	0.00
2513 RECEIVING & DISBURSING FUNDS		0.00	0.00	0.00	0.00
4100 FACILITY ACQ (BUILDING/LAND)					
03 000 000 000 4100 710	LAND AND IMPROVEMENTS	0.00	0.00	0.00	0.00
03 000 000 000 4100 720	BUILDING ACQUISITION	0.00	0.00	0.00	0.00
03 000 000 000 4100 721	BUILDING ACQUISITION-ATH COMPLEX	0.00	0.00	0.00	0.00
03 000 000 000 4100 730	EQUIPMENT	0.00	0.00	0.00	0.00
4100 FACILITY ACQ (BUILDING/LAND)		0.00	0.00	0.00	0.00
4210 CONSTRUCTION SERVICE (BY STAF)					
03 000 000 000 4210 610	MAINTENANCE AND FEES-STAFF HOUSING	25,000.00	331.99	8,344.28	16,655.72
03 000 000 000 4210 611	SUPPLIES	0.00	0.00	0.00	0.00
03 000 000 000 4210 650	SUPPLIES-TECHNOLOGY RELATED	0.00	0.00	0.00	0.00
03 000 000 000 4210 710	LAND & BLDGS-SPEC ASSESSMENT	0.00	0.00	0.00	0.00
03 000 000 000 4210 730	EQUIPMENT	0.00	0.00	0.00	0.00
03 000 000 000 4210 733	FURNITURE & FIXTURES	0.00	0.00	0.00	0.00
4210 CONSTRUCTION SERVICE (BY STAF)		25,000.00	331.99	8,344.28	16,655.72
4220 CONST SERVICE (BY CONTRACTOR)					
03 000 000 000 4220 435	CONSTRUCTION SERVICES	1,050,021.27	29,636.47	1,352,890.64	(302,869.37)
4220 CONST SERVICE (BY CONTRACTOR)		1,050,021.27	29,636.47	1,352,890.64	(302,869.37)
6200 SCHOOL CONST LOAN REPAYMENTS					
03 000 000 000 6200 830	INTEREST PAYABLE	0.00	0.00	0.00	0.00
03 000 000 000 6200 910	PRINCIPAL PAYMENT	0.00	0.00	0.00	0.00
6200 SCHOOL CONST LOAN REPAYMENTS		0.00	0.00	0.00	0.00
000 UNDISTRIBUTED EXPENDITURES		1,075,021.27	29,968.46	1,361,234.92	(286,213.65)
6200 SCHOOL CONST LOAN REPAYMENTS					
03 161 000 000 6200 810	DUES & FEES	0.00	0.00	0.00	0.00
03 161 000 000 6200 830	INTEREST PAYMENTS ON BONDS	0.00	0.00	0.00	0.00
03 161 000 000 6200 910	PRINCIPAL PAYMENTS ON BONDS	0.00	0.00	0.00	0.00
6200 SCHOOL CONST LOAN REPAYMENTS		0.00	0.00	0.00	0.00
000 UNDISTRIBUTED EXPENDITURES		0.00	0.00	0.00	0.00
03 CAPITAL PROJECTS		1,075,021.27	29,968.46	1,361,234.92	(286,213.65)

Account Number	Account Description	Budget	Expended During Month	Expenditures to Date	Balance at EOM
04	DEBT SERVICE				
6100	DEBT SERVICE PAYMENTS				
04 000 000 000 6100 330	PROFESSIONAL SERVICES	0.00	0.00	0.00	0.00
04 000 000 000 6100 810	DUES & FEES	900.00	0.00	900.00	0.00
04 000 000 000 6100 830	INTEREST	0.00	0.00	0.00	0.00
04 000 000 000 6100 910	REDEMPTION OF PRINCIPAL	0.00	0.00	0.00	0.00
6100 DEBT SERVICE PAYMENTS		900.00	0.00	900.00	0.00
6300	TRANSFERS TO OTHER FUNDS				
04 000 000 000 6300 920	TRANSFER OF FUNDS	1,100,252.08	0.00	0.00	1,100,252.08
6300 TRANSFERS TO OTHER FUNDS		1,100,252.08	0.00	0.00	1,100,252.08
000 UNDISTRIBUTED EXPENDITURES		1,101,152.08	0.00	900.00	1,100,252.08
6200	SCHOOL CONST LOAN REPAYMENTS				
04 161 000 000 6200 830	INTEREST	0.00	0.00	0.00	0.00
04 161 000 000 6200 910	REDEMPTION OF PRINCIPAL	0.00	0.00	0.00	0.00
6200 SCHOOL CONST LOAN REPAYMENTS		0.00	0.00	0.00	0.00
000 UNDISTRIBUTED EXPENDITURES		0.00	0.00	0.00	0.00
04 DEBT SERVICE		1,101,152.08	0.00	900.00	1,100,252.08

Account Number	Account Description	Budget	Expended During Month	Expenditures to Date	Balance at EOM
Grand Total:		13,634,347.95	1,165,394.42	4,079,398.93	9,554,949.02

Receipt Number	Received From	Receipt Date	Cash Receipt Description	Chart of Account Number	Detail Description	Amount
28034	BRAVERA BRAVERA	10/30/2026	INTEREST EARNED	01 000 1510	INTEREST EARNED	7,304.91
28034	BRAVERA BRAVERA	10/30/2026	INTEREST EARNED	01 000 1510	INTEREST EARNED	79.75
					BRAVERA BRAVERA Total:	7,384.66
28013	CCCHC COAL COUNTRY COMMUNITY HEALTH CENTER	10/28/2026	SEPT HEALTH SERVICES REIMBURSEMENT	01 000 000 200 2835 120	NON-CERTIFIED SALARY	44.14
					CCCHC COAL COUNTRY COMMUNITY HEALTH CENTER Total:	44.14
27978	CONOCO CONOCO PHILLIPS	10/13/2026	OIL ROYALTIES	01 000 1950	OIL ROYALTY	276.52
					CONOCO CONOCO PHILLIPS Total:	276.52
27977	CONTINENT CONTINENTAL RESOURCES	10/13/2026	OIL ROYALTIES	01 000 1950	OIL ROYALTY	5,120.95
					CONTINENT CONTINENTAL RESOURCES Total:	5,120.95
27987	DAYCARE DAYCARE	10/13/2026	DAYCARE PMTS-ONLINE	01 000 1801	DAYCARE	2,492.00
28019	DAYCARE DAYCARE	10/28/2026	DAYCARE PMTS-ONLINE	01 000 1801	DAYCARE	5,564.50
					DAYCARE DAYCARE Total:	8,056.50
28015	DCI DCI CREDIT SERVICES INC	10/28/2026	WAGE GARNISHMENT DISCLOSURE	01 000 1990	MISC INCOME	40.00
					DCI DCI CREDIT SERVICES INC Total:	40.00
28014	DPI DEPT OF PUBLIC INSTRUCTION	10/28/2026	TITLE I REIMBURSEMENT & BRIDGE GRANT	01 000 4510	TITLE I PROGRAM AID	18,674.16
28014	DPI DEPT OF PUBLIC INSTRUCTION	10/28/2026	TITLE I REIMBURSEMENT & BRIDGE GRANT	01 000 3910	OTHER STATE INCOME	15,009.00
28033	DPI DEPT OF PUBLIC INSTRUCTION	10/30/2026	STATE AID & TRANSPORTATION NOV 2026	01 000 3110	STATE AID	282,948.98
28033	DPI DEPT OF PUBLIC INSTRUCTION	10/30/2026	STATE AID & TRANSPORTATION NOV 2026	01 000 3130	TRANSPORTATION AID	49,696.18
					DPI DEPT OF PUBLIC INSTRUCTION Total:	366,328.32
27986	DUNNCO DUNN COUNTY AUDITOR	10/06/2026	GENERAL, BLDG, BONDS	01 000 1110	GENERAL-DISTRICT PROPERTY TAX	11,846.83
27986	DUNNCO DUNN COUNTY AUDITOR	10/06/2026	GENERAL, BLDG, BONDS	03 000 1161	PROPERTY TAXES	1,986.86
27986	DUNNCO DUNN COUNTY AUDITOR	10/06/2026	GENERAL, BLDG, BONDS	04 000 1171	SINKING AND INTEREST #2	3,174.33
28016	DUNNCO DUNN COUNTY AUDITOR	10/19/2026	FLOOD CONTROL	01 000 4220	FLOOD CONTROL	41,036.27

Receipt Number	Received From	Receipt Date	Cash Receipt Description	Chart of Account Number	Detail Description	Amount
					DUNNCO DUNN COUNTY AUDITOR Total:	58,044.29
28024	HOTLUNCH HOT LUNCH ACCOUNT	10/28/2026	WAGE & BENEFIT REIMBURSEMENT	01 000 000 910 3100 120	SALARIES	59,671.49
28024	HOTLUNCH HOT LUNCH ACCOUNT	10/28/2026	WAGE & BENEFIT REIMBURSEMENT	01 000 000 910 3100 210	HEALTH INSURANCE	11,740.83
28024	HOTLUNCH HOT LUNCH ACCOUNT	10/28/2026	WAGE & BENEFIT REIMBURSEMENT	01 000 000 910 3100 220	FICA	4,906.64
28024	HOTLUNCH HOT LUNCH ACCOUNT	10/28/2026	WAGE & BENEFIT REIMBURSEMENT	01 000 000 910 3100 230	PERS	7,735.76
					HOTLUNCH HOT LUNCH ACCOUNT Total:	84,054.72
27989	IC INFINITE CAMPUS	10/13/2026	FACS COURSE FEES	01 000 000 340 1000 611	SUPPLIES	302.78
27990	IC INFINITE CAMPUS	10/13/2026	AG ED COURSE FEES	01 000 000 310 1000 611	SUPPLIES	363.22
27991	IC INFINITE CAMPUS	10/13/2026	PRESCHOOL TUITION	01 000 1800	PRE SCHOOL	1,384.07
28021	IC INFINITE CAMPUS	10/28/2026	FACS COURSE FEES	01 000 000 340 1000 611	SUPPLIES	242.40
28022	IC INFINITE CAMPUS	10/28/2026	AG ED COURSE FEES	01 000 000 310 1000 611	SUPPLIES	241.92
28023	IC INFINITE CAMPUS	10/28/2026	PRE-SCHOOL TUITION	01 000 1800	PRE SCHOOL	662.46
					IC INFINITE CAMPUS Total:	3,196.85
27985	ISOLVED ISOLVED INC.	10/13/2026	COBRA PREMIUMS	01 000 000 120 1000 210	HEALTH INSURANCE	83.10
					ISOLVED ISOLVED INC. Total:	83.10
27979	LIMEROCK LIME ROCK RESOURCES	10/13/2026	OIL ROYALTIES	01 000 1950	OIL ROYALTY	111.40
					LIMEROCK LIME ROCK RESOURCES Total:	111.40
27976	MCGRAW MCGRAW HILL, LLC	10/13/2026	RECEIVABLE REFUND	01 000 000 120 1000 611	SUPPLIES	74.17
					MCGRAW MCGRAW HILL, LLC Total:	74.17
27984	NDDOH ND Department of Health	10/05/2026	CHILDCARE ASSISTANCE PROGRAM	01 000 1801	DAYCARE	1,480.00
					NDDOH ND Department of Health Total:	1,480.00
27975	PETROHUNT PETRO-HUNT LLC	10/13/2026	OIL ROYALTIES	01 000 1950	OIL ROYALTY	75.64
					PETROHUNT PETRO-HUNT LLC Total:	75.64
27983	PRE PRESCHOOL FEES	10/13/2026	PRESCHOOL TUITION-CKS	01 000 1800	PRE SCHOOL	390.00
28012	PRE PRESCHOOL FEES	10/28/2026	PRESCHOOL TUITION-CKS	01 000 1800	PRE SCHOOL	600.00

Receipt Number	Received From	Receipt Date	Cash Receipt Description	Chart of Account Number	Detail Description	Amount
					PRE PRESCHOOL FEES Total:	990.00
27982	RENTAL RENTAL INCOME FROM STAFF HOUSING	10/13/2026	STAFF RENTAL PMTS-CKS	03 000 1540	RENTAL INCOME SCHOOL HOUSING	2,700.00
27988	RENTAL RENTAL INCOME FROM STAFF HOUSING	10/13/2026	STAFF RENTAL PMTS-ONLINE	03 000 1540	RENTAL INCOME SCHOOL HOUSING	2,700.00
28020	RENTAL RENTAL INCOME FROM STAFF HOUSING	10/28/2026	STAFF RENTAL PMTS-ONLINE	03 000 1540	RENTAL INCOME SCHOOL HOUSING	1,025.00
					RENTAL RENTAL INCOME FROM STAFF HOUSING Total:	6,425.00
28017	STATETREAS STATE TREASURER - ND	10/21/2026	OIL & GAS PRODUCTION TAX-DUNN COUNTY	01 000 2210	OIL & GAS PRODUCTION TAX	170,396.56
28018	STATETREAS STATE TREASURER - ND	10/21/2026	OIL & GAS PRODUCTION TAX-MCKENZIE COUNTY	01 000 2210	OIL & GAS PRODUCTION TAX	7,220.55
					STATETREAS STATE TREASURER - ND Total:	177,617.11
27980	WALLJEN WALLACE JENNIFER	10/13/2026	ANNUAL PROTECTION PLAN	01 000 000 000 2290 650	SUPPLIES-TECHNOLOGY RELATED	60.00
27981	WALLJEN WALLACE JENNIFER	10/13/2026	FACS CLASS FEE	01 000 000 340 1000 611	SUPPLIES	63.00
					WALLJEN WALLACE JENNIFER Total:	123.00

Summary Totals

Account Type		Cash Accounts		Receivable Accounts
Subtotal Revenue	633,996.92	01 101	707,940.18	
Subtotal Expense	85,529.45	03 101	8,411.86	
Subtotal General Ledger		04 101	3,174.33	
Account Total	719,526.37	Total:	719,526.37	

b. Personnel Reports
    1. Resignations:
        1. Paige Tuhy - Spelling Bee Coordinator

***PUBLIC COMMENT**: If you would like to sign up for public comment, please provide the following through the avenues listed:*

Your name & Agenda item on which you will be commenting

Via email: jeff.simmons@k12.nd.us at least one day prior to the meeting

Via phone: Call the school during normal business hours at 701-764-5877

In-person: Stop by the Superintendent's Office during normal business hours at 101 High Street NW, Killdeer, ND

Outlook

Spelling Bee Coordinator Resignation

From Paige Giacomazzi <Paige.Giacomazzi1@k12.nd.us>
Date Tue 10/27/2026 3:44 PM
To Nick Walker <Nicholas.Walker@k12.nd.us>; Rhonda Zastoupil <Rhonda.Zastoupil@k12.nd.us>

Good Afternoon,
I am writing to let you know that I am resigning as the spelling bee coordinator, effective 10/27/2026. Please let me know if there is anything else that I need to do. I am willing to help the next coordinator should they have any questions or need assistance.
Thank you for the opportunity to support students in this role.
Sincerely,
Paige Tuhy

c. Food Service Reports

Annual; Processing Month 10/2026; Accounts to Include Accounts with Activity; Active
Chart of Account Number True; Fund Number 05

Account Number	Description	Previous Balance	Current Month	Ending Balance
Fund: 05	**SCHOOL FOOD SERVICES**			
Current Assets				
05 101	CASH	(4,175.52)	228,268.79	224,093.27
	Current Assets Subtotal:	(4,175.52)	228,268.79	224,093.27
	Total Assets and Deferred Outflows of Resources:	(4,175.52)	228,268.79	224,093.27
Current Liabilities				
05 402	DUE TO OTHER FUNDS	954.97	0.00	954.97
	Current Liabilities Subtotal:	954.97	0.00	954.97
Fund Balance				
05 770	UNRESERVED FUND BALANCE	(5,130.49)	228,268.79	223,138.30
	Fund Balance Subtotal:	(5,130.49)	228,268.79	223,138.30
	Total Liabilities, Deferred Inflows of Resources, and Fund Equity:	(4,175.52)	228,268.79	224,093.27

Regular; Beginning Month 10/2026; Processing Month 10/2026; Accounts to Include Accounts with Activity; Fund Number 05

Fund: 05 SCHOOL FOOD SERVICES

Chart of Account Number			Chart of Account Description						
Entry Date	JR	Reference #	Check Acct	Check #	Description	Entity Name	Expenses	Revenues	Balance Change	Balance
05 770			**UNRESERVED FUND BALANCE**			***Previous Balance**				(5,130.49)
05 770			UNRESERVED FUND BALANCE							
05 000 1510			INTEREST EARNED							
10/30/2026	CR	28032			INTEREST EARNED	BRAVERA	0.00	281.99		
05 000 1611			STUDENT MEALS							
10/08/2026	CR	27968			STUDENT MEALS	DIAZ, KERRY M	0.00	600.00		
10/08/2026	CR	27969			ONLINE STUDENT MEALS	DIAZ, KERRY M	0.00	5,611.06		
10/15/2026	CR	27998			STUDENT MEALS	DIAZ, KERRY M	0.00	1,353.20		
10/15/2026	CR	27999			ONLINE STUDENT MEALS	DIAZ, KERRY M	0.00	5,647.96		
10/19/2026	CD	POELEM-03528 20250527 Void Check	3	8763	REFUND SENIOR LUNCH - JADE	CAGLE, TAYLOR	0.00	10.85		
10/29/2026	CR	28027			STUDENT MEALS	DIAZ, KERRY M	0.00	1,110.00		
10/29/2026	CR	28028			ONLINE STUDENT MEALS	DIAZ, KERRY M	0.00	7,046.62		
05 000 4550			FEDERAL REIMBURSEMENT							
10/13/2026	CR	27973			FEDERAL REIMBURSEMENT	DEPT OF PUBLIC INSTRUCTION	0.00	14,336.82		
05 000 5200			TRANSFERS							
10/15/2026	GJ				TRANSFER FUNDS FROM GF TO HL		0.00	300,000.00		
05 000 000 910 3100 120			SALARIES							
10/22/2026	CD	ELEM-03991 20261022	3	8947	Salaries	KILLDEER PUBLIC SCHOOL-GEN FUN	59,671.49	0.00		
05 000 000 910 3100 210			HEALTH INSURANCE							
10/22/2026	CD	ELEM-03991 20261022	3	8947	Health Insurance	KILLDEER PUBLIC SCHOOL-GEN FUN	11,740.83	0.00		
05 000 000 910 3100 220			FICA & MEDICARE							
10/22/2026	CD	ELEM-03991 20261022	3	8947	FICA	KILLDEER PUBLIC SCHOOL-GEN FUN	4,906.64	0.00		
05 000 000 910 3100 230			PERS							
10/22/2026	CD	ELEM-03991 20261022	3	8947	PERS	KILLDEER PUBLIC SCHOOL-GEN FUN	7,735.76	0.00		
05 000 000 910 3100 610			FOOD							
10/12/2026	CD	POELEM-05058 23149	3	8944	FOOD INV# 23149	DEPARTMENT OF PUBLIC INSTRUCTION CKEN11	567.58	0.00		
10/12/2026	CD	ELEM-03935 4161	3	8945	hamburger	DUNN BURGERS	4,200.00	0.00		
10/12/2026	CD	POELEM-05084 20261012	3	8943	FOOD	BRONSON'S MARKETPLACE	63.28	0.00		
10/22/2026	CD	POELEM-05082 20261022	3	8948	MILK 3384190	PEPSI COLA BOTTLING COMPANY	375.00	0.00		
10/22/2026	CD	POELEM-05082 20261022	3	8948	MILK 3383952	PEPSI COLA BOTTLING COMPANY	304.50	0.00		
10/22/2026	CD	POELEM-05082 20261022	3	8948	MILK 3384189	PEPSI COLA BOTTLING COMPANY	637.64	0.00		
10/22/2026	CD	POELEM-05082 20261022	3	8948	MILK 3383951	PEPSI COLA BOTTLING COMPANY	773.84	0.00		

Regular; Beginning Month 10/2026; Processing Month 10/2026; Accounts to Include Accounts with Activity; Fund Number 05

Fund: 05 SCHOOL FOOD SERVICES

Chart of Account Number			Chart of Account Description							
Entry Date	JR	Reference #	Check Acct	Check #	Description	Entity Name	Expenses	Revenues	Balance Change	Balance
10/22/2026	CD	POELEM-05110 20261022-0001	3	8948	MILK 3384414	PEPSI COLA BOTTLING COMPANY	467.40	0.00		
10/22/2026	CD	POELEM-05110 20261022-0001	3	8948	MILK 3384415	PEPSI COLA BOTTLING COMPANY	375.00	0.00		
10/22/2026	CD	POELEM-05110 20261022-0001	3	8948	MILK 3384651	PEPSI COLA BOTTLING COMPANY	349.50	0.00		
10/22/2026	CD	POELEM-05081 20261022	3	8950	FOOD 5267326	US FOODS	1,051.68	0.00		
10/22/2026	CD	POELEM-05081 20261022	3	8950	FOOD 5199907	US FOODS	427.25	0.00		
10/22/2026	CD	POELEM-05081 20261022	3	8950	FOOD 5467460	US FOODS	418.93	0.00		
10/22/2026	CD	POELEM-05112 20261022-0001	3	8950	FOOD 5871434	US FOODS	765.52	0.00		
10/22/2026	CD	POELEM-05112 20261022-0001	3	8950	FOOD 3098802	US FOODS	93.22	0.00		
10/22/2026	CD	POELEM-05080 20261022	3	8949	FOOD 395263390	SYSCO NORTH DAKOTA, INC	2,113.07	0.00		
10/22/2026	CD	POELEM-05080 20261022	3	8949	FOOD 395268460	SYSCO NORTH DAKOTA, INC	1,157.32	0.00		
10/22/2026	CD	POELEM-05080 20261022	3	8949	FOOD 395263389	SYSCO NORTH DAKOTA, INC	2,345.06	0.00		
10/22/2026	CD	POELEM-05111 20261022-0001	3	8949	FOOD 395273196	SYSCO NORTH DAKOTA, INC	1,755.40	0.00		
10/22/2026	CD	POELEM-05111 20261022-0001	3	8949	CREDIT 395276560	SYSCO NORTH DAKOTA, INC	(54.08)	0.00		
10/22/2026	CD	POELEM-05111 20261022-0001	3	8949	FEE 19539853S	SYSCO NORTH DAKOTA, INC	1.18	0.00		
10/22/2026	CD	POELEM-05111 20261022-0001	3	8949	FOOD 395273197	SYSCO NORTH DAKOTA, INC	2,488.50	0.00		
05 000 000 910 3100 611			SUPPLIES							
10/22/2026	CD	POELEM-05080 20261022	3	8949	DISPOSABLES 395268461	SYSCO NORTH DAKOTA, INC	293.46	0.00		
10/22/2026	CD	POELEM-05080 20261022	3	8949	FOOD 395268461	SYSCO NORTH DAKOTA, INC	2,504.08	0.00		
10/22/2026	CD	POELEM-05080 20261022	3	8949	DISPOSABLES 395263390	SYSCO NORTH DAKOTA, INC	17.56	0.00		
10/22/2026	CD	POELEM-05080 20261022	3	8949	DISPOSABLES 395263389	SYSCO NORTH DAKOTA, INC	183.10	0.00		
05 770			**UNRESERVED FUND BALANCE**			***Current Activity**				228,268.79
						***Ending Balance:**	107,729.71	335,998.50	0.00	223,138.30
						Fund Total: 05	107,729.71	335,998.50	0.00	223,138.30

d. Student Activity Reports

***PUBLIC COMMENT**: If you would like to sign up for public comment, please provide the following through the avenues listed:*

Your name & Agenda item on which you will be commenting

Via email: jeff.simmons@k12.nd.us at least one day prior to the meeting

Via phone: Call the school during normal business hours at 701-764-5877

In-person: Stop by the Superintendent's Office during normal business hours at 101 High Street NW, Killdeer, ND

Annual; Processing Month 10/2026; Accounts to Include Accounts with Activity; Active
Chart of Account Number True; Fund Number 06

Account Number	Description	Previous Balance	Current Month	Ending Balance
Fund: 06	**STUDENT ACTIVITY FUND**			
Current Assets				
06 101	CASH	424,474.85	2,726.69	427,201.54
06 110	DUE FROM OTHER FUNDS	68.48	0.00	68.48
	Current Assets Subtotal:	424,543.33	2,726.69	427,270.02
	Total Assets and Deferred Outflows of Resources:	424,543.33	2,726.69	427,270.02
Fund Balance				
06 760 701	ACTIVITIES	4,703.13	0.00	4,703.13
06 760 702	CAPTURING KIDS' HEARTS-HS	332.06	(15.72)	316.34
06 760 703	CLASS OF 2026	59.97	0.00	59.97
06 760 704	ANNUAL	12,032.79	(324.46)	11,708.33
06 760 705	ATHLETICS	33,737.92	(1,118.85)	32,619.07
06 760 706	CLASS OF 2029	395.17	0.00	395.17
06 760 708	CLASS OF 2027	8,340.46	10.30	8,350.76
06 760 709	CHEERLEADERS MISC.	17,277.74	0.00	17,277.74
06 760 713	GIRLS GOLF MISC	454.09	0.00	454.09
06 760 715	HOT LUNCH DONATIONS	337.42	0.00	337.42
06 760 716	SAFETY PATROL	363.33	3,474.87	3,838.20
06 760 719	ATHLETES ASSISTANCE	594.33	0.00	594.33
06 760 720	CROSS COUNTRY MISC.	977.39	(720.00)	257.39
06 760 723	ELEMENTARY POP FUND	19.34	207.00	226.34
06 760 724	FCCLA	1,853.48	(562.00)	1,291.48
06 760 728	FFA	23,874.41	3,620.40	27,494.81
06 760 730	INTEREST - CHECKING	32,379.65	668.81	33,048.46
06 760 732	POSITIVE MOMENTUM PROGRAM	11,000.00	(2,782.00)	8,218.00
06 760 734	LIBRARY	8,915.44	(3,148.48)	5,766.96
06 760 735	MUSIC	16,673.85	120.00	16,793.85
06 760 736	NATIONAL HONOR SOCIETY	664.55	0.00	664.55
06 760 737	GIRLS WRESTLING MISC	1,890.00	0.00	1,890.00
06 760 740	SCHOOL DISTRICT	238.57	0.00	238.57
06 760 741	ROBOTICS	2,087.14	0.00	2,087.14
06 760 742	STUDENT COUNCIL	6,603.08	(58.24)	6,544.84
06 760 743	SUNSHINE ACCOUNT-ELEM	272.13	0.00	272.13
06 760 744	TRACK & FOOTBALL FIELD MAINTENANCE	110,738.15	0.00	110,738.15
06 760 749	HIGH SCHOOL MUSICAL	460.49	0.00	460.49
06 760 750	6TH GRADE CLASS	837.69	530.00	1,367.69
06 760 753	CLASS OF 2028	0.00	(110.00)	(110.00)
06 760 754	PRESCHOOL	934.78	0.00	934.78
06 760 755	SUNSHINE FUND-HS	479.96	0.00	479.96
06 760 757	ELEMENTARY MUSIC	7,589.92	0.00	7,589.92
06 760 758	JEANS FOR CHARITY	5,816.50	0.00	5,816.50
06 760 759	ELEMENTARY STUDENT COUNCIL	5,687.03	0.00	5,687.03

Annual; Processing Month 10/2026; Accounts to Include Accounts with Activity; Active
Chart of Account Number True; Fund Number 06

Account Number	Description	Previous Balance	Current Month	Ending Balance
06 760 760	S.A.D.D.	562.42	0.00	562.42
06 760 767	GIRLS BB MISC.	5,045.19	0.00	5,045.19
06 760 770	CLOSE UP	6,026.93	403.30	6,430.23
06 760 771	CLASS OF 2025	1,247.69	173.70	1,421.39
06 760 772	VOLLEYBALL MISC.	10,269.67	0.00	10,269.67
06 760 773	STEAM-ELEM.	14,883.31	0.00	14,883.31
06 760 774	STAFF WELLNESS	15.00	0.00	15.00
06 760 775	ALLAN & KAYE DOLEZAL SCHOLARSHIP FUND	5,000.00	0.00	5,000.00
06 760 776	FOOTBALL MISC.	372.10	(219.84)	152.26
06 760 777	BOYS GOLF MISC.	742.61	0.00	742.61
06 760 778	HS GYMNASIUM SPONSORSHIP	23,750.87	(1,533.60)	22,217.27
06 760 779	TRACK MISC.	2,204.71	(191.40)	2,013.31
06 760 782	BOYS BB MISC.	5,522.83	0.00	5,522.83
06 760 783	BOYS WRESTLING MISC.	8,846.53	1,292.00	10,138.53
06 760 784	SPEECH	1,405.05	0.00	1,405.05
06 760 785	ELEM GUIDANCE MISC	774.79	(137.58)	637.21
06 760 786	ART SUPPLIES	1,552.91	0.00	1,552.91
06 760 789	HOSA	13,143.90	0.00	13,143.90
06 760 791	KIDS ON THE RUN	741.86	0.00	741.86
06 760 793	IMAGINATION LIBRARY	0.00	3,148.48	3,148.48
06 760 794	COLLEGE & CAREER WEEK SCHOLARHIPS	1,113.00	0.00	1,113.00
06 760 795	KATHERINE KLEEMANN EDUCATION SCHOLARSHIP	2,100.00	0.00	2,100.00
06 760 796	FEREBEE SCHOLARSHIP	600.00	0.00	600.00
	Fund Balance Subtotal:	424,543.33	2,726.69	427,270.02
	Total Liabilities, Deferred Inflows of Resources, and Fund Equity:	424,543.33	2,726.69	427,270.02

Regular; Beginning Month 10/2026; Processing Month 10/2026; Accounts to Include Accounts with Activity; Fund Number 06

Fund: 06 STUDENT ACTIVITY FUND

Chart of Account Number			Chart of Account Description							
Entry Date	JR	Reference #	Check Acct	Check #	Description	Entity Name	Expenses	Revenues	Balance Change	Balance
06 760 701			**ACTIVITIES**			***Previous Balance**				4,703.13
						***Ending Balance:**	0.00	0.00	0.00	4,703.13
06 760 702			**CAPTURING KIDS' HEARTS-HS**			***Previous Balance**				332.06
06 760 702			CAPTURING KIDS' HEARTS-HS							
06 002 1721			CAPTURING KIDS' HEARTS-HS							
10/08/2026	CR	27970			Hat Day	MILLER, CAROLYN P	0.00	11.00		
06 002 600 410 3400 610			CAPTURING KIDS' HEARTS-HS							
10/12/2026	CD	POELEM-05084 20261012	2	35502	CKH SUPPLIES	BRONSON'S MARKETPLACE	26.72	0.00		
06 760 702			**CAPTURING KIDS' HEARTS-HS**			***Current Activity**				(15.72)
						***Ending Balance:**	26.72	11.00	0.00	316.34
06 760 703			**CLASS OF 2026**			***Previous Balance**				59.97
						***Ending Balance:**	0.00	0.00	0.00	59.97
06 760 704			**ANNUAL**			***Previous Balance**				12,032.79
06 760 704			ANNUAL							
06 004 1721			ANNUAL							
10/14/2026	CR	27992			Yearbook Payment	MAXWELL, SKYLER	0.00	40.00		
10/22/2026	CR	28006			Yearbook	MAXWELL, SKYLER	0.00	40.00		
06 004 600 410 3400 610			ANNUAL							
10/22/2026	CD	ELEM-03888 20261022-0004	2	35526	25/26 Yearbook for Selling & Library	VISA	404.46	0.00		
06 760 704			**ANNUAL**			***Current Activity**				(324.46)
						***Ending Balance:**	404.46	80.00	0.00	11,708.33
06 760 705			**ATHLETICS**			***Previous Balance**				33,737.92
06 760 705			ATHLETICS							
06 005 1721			ATHLETICS							
10/02/2026	CR	27964			JH & VB Gate	WALKER, NICHOLAS DALE	0.00	855.00		
10/14/2026	CR	27993			ALL SEASON PASS	DIAZ, KERRY M	0.00	166.00		
10/14/2026	CR	27994			STUDENT ATHLETIC FEES	DIAZ, KERRY M	0.00	259.00		
10/14/2026	CR	27995			ONINE ATHLETIC FEES	DIAZ, KERRY M	0.00	887.97		
10/15/2026	CR	28000			XC Entry Fees	WALKER, NICHOLAS DALE	0.00	330.00		
10/19/2026	GJ				CORRECT RCPT 27589 - TO BOYS' WRESTLING		0.00	(1,292.00)		
10/22/2026	CR	28005			HS Football Gate	WALKER, NICHOLAS DALE	0.00	995.00		
10/29/2026	CR	28025			ALTHETIC FEE 10.29.26	DIAZ, KERRY M	0.00	83.00		
10/29/2026	CR	28026			ONLINE ATHLETIC FEES 10.29.26	DIAZ, KERRY M	0.00	328.91		
06 005 600 410 3400 610			ATHLETICS							
10/01/2026	CD	ELEM-03946 20261001	2	35497	official	MEIER, SAVANNA	205.00	0.00		

Regular; Beginning Month 10/2026; Processing Month 10/2026; Accounts to Include Accounts with Activity; Fund Number 06

Fund: 06 STUDENT ACTIVITY FUND

Chart of Account Number			Chart of Account Description							
Entry Date	JR	Reference #	Check Acct	Check #	Description	Entity Name	Expenses	Revenues	Balance Change	Balance
10/01/2026	CD	ELEM-03946 20261001	2	35497	mileage	MEIER, SAVANNA	80.56	0.00		
10/01/2026	CD	ELEM-03947 20261001	2	35496	official	CHRISTENSEN, KYLE	205.00	0.00		
10/01/2026	CD	ELEM-03947 20261001	2	35496	mileage	CHRISTENSEN, KYLE	232.56	0.00		
10/01/2026	CD	HS-02598 20261001	2	35498	Tournament Fee	HETTINGER HIGH SCHOOL	150.00	0.00		
10/01/2026	CD	ELEM-03944 20260930 Void Check	2	35493	official	CHRISTENSEN, KYLE	(445.16)	0.00		
10/01/2026	CD	ELEM-03943 20260930 Void Check	2	35495	official	MEIER, SAVANNA	(295.45)	0.00		
10/06/2026	CD	ELEM-03954 20261006	2	35500	official	ABRAHAMSON, JOHN	205.00	0.00		
10/06/2026	CD	ELEM-03955 20261006	2	35501	official	Bosch, Jodi	205.00	0.00		
10/06/2026	CD	ELEM-03955 20261006	2	35501	mileage	Bosch, Jodi	53.20	0.00		
10/12/2026	CD	HS-02610 20261012	2	35505	entry fee - Rugby	RUGBY HIGH SCHOOL	200.00	0.00		
10/12/2026	CD	HS-02525 934950585	2	35503	shirts for awards for home meet	BSN SPORTS	381.60	0.00		
10/13/2026	CD	ELEM-03973 20261013	2	35507	official	MURPHY, ANDY	75.00	0.00		
10/13/2026	CD	ELEM-03972 20261013	2	35506	official	DUKART, NICK	75.00	0.00		
10/13/2026	CD	ELEM-03974 20261013	2	35509	official	WILZ, BRADY	75.00	0.00		
10/13/2026	CD	ELEM-03975 20261013	2	35508	official	WALKER, NICHOLAS DALE	75.00	0.00		
10/13/2026	CD	HS-02612 20261013	2	35510	xc fee	DICKINSON PUBLIC SCHOOLS	300.00	0.00		
10/13/2026	CD	HS-02611 20261013	2	35512	west region fee	TRINITY CATHOLIC SCHOOL	150.00	0.00		
10/15/2026	CD	ELEM-03985 20261015	2	35515	official	SCHWINDT, KEITH	105.00	0.00		
10/15/2026	CD	ELEM-03984 20261015	2	35514	official	LEADBETTER, JON	105.00	0.00		
10/15/2026	CD	ELEM-03986 20261015	2	35516	official	WALTERS, TROY	105.00	0.00		
10/15/2026	CD	ELEM-03986 20261015	2	35516	mileage	WALTERS, TROY	97.28	0.00		
10/15/2026	CD	ELEM-03983 20261015	2	35513	official	FATH, TOM	105.00	0.00		
10/15/2026	CD	ELEM-03983 20261015	2	35513	mileage	FATH, TOM	53.20	0.00		

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Fund: 06 STUDENT ACTIVITY FUND

Chart of Account Number			Chart of Account Description							
Entry Date	JR	Reference #	Check Acct	Check #	Description	Entity Name	Expenses	Revenues	Balance Change	Balance
10/15/2026	CD	ELEM-03974 20261013 Void Check	2	35509	official	WILZ, BRADY	(75.00)	0.00		
10/19/2026	CD	ELEM-02520 20250214 Void Check	2	34389	worker	FREI, ASHTON	(75.00)	0.00		
10/19/2026	CD	HS-01863 20250401 Void Check	2	34516	Winter Worker Payments	VOIGT, RIVER	(100.00)	0.00		
10/22/2026	CD	HS-02587 20261022-0003	2	35526	entry fee xc	VISA	350.00	0.00		
10/22/2026	CD	POELEM-05094 20261022-0011	2	35527	RADISSON STAY IN SEPT FOR NICK WALKER	VISA	293.38	0.00		
10/28/2026	CD	ELEM-03998 20261028	2	35533	official	JOHNSEN, CLAYTON L	80.00	0.00		
10/28/2026	CD	ELEM-04001 20261028	2	35531	official	CHRISTENSEN, KYLE	205.00	0.00		
10/28/2026	CD	ELEM-04001 20261028	2	35531	mileage	CHRISTENSEN, KYLE	217.36	0.00		
10/28/2026	CD	ELEM-04002 20261028	2	35532	official	DANIEL, MAGGIE	205.00	0.00		
10/28/2026	CD	ELEM-04002 20261028	2	35532	mileage	DANIEL, MAGGIE	53.20	0.00		
10/29/2026	CD	ELEM-03999 20261029	2	35534	official	WALKER, NICHOLAS DALE	80.00	0.00		
06 760 705			**ATHLETICS**			***Current Activity**				(1,118.85)
						***Ending Balance:**	3,731.73	2,612.88	0.00	32,619.07
06 760 706			**CLASS OF 2029**			***Previous Balance**				395.17
						***Ending Balance:**	0.00	0.00	0.00	395.17
06 760 708			**CLASS OF 2027**			***Previous Balance**				8,340.46
06 760 708			CLASS OF 2027							
06 008 1721			CLASS OF 2027							
10/27/2026	CR	28010			Class trip to TR Library	HARRIS, JANIS L	0.00	250.00		
06 008 600 410 3400 610			CLASS OF 2027							
10/22/2026	CD	POELEM-05096 20261022	2	35526	FLOWERS FOR HOMECOMING	VISA	239.70	0.00		
06 760 708			**CLASS OF 2027**			***Current Activity**				10.30
						***Ending Balance:**	239.70	250.00	0.00	8,350.76
06 760 709			**CHEERLEADERS MISC.**			***Previous Balance**				17,277.74
						***Ending Balance:**	0.00	0.00	0.00	17,277.74
06 760 713			**GIRLS GOLF MISC**			***Previous Balance**				454.09
						***Ending Balance:**	0.00	0.00	0.00	454.09
06 760 715			**HOT LUNCH DONATIONS**			***Previous Balance**				337.42

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Fund: 06 STUDENT ACTIVITY FUND

Chart of Account Number / Chart of Account Description / Entry Date	JR	Reference #	Check Acct	Check #	Description	Entity Name	Expenses	Revenues	Balance Change	Balance
						***Ending Balance:**	0.00	0.00	0.00	337.42
06 760 716			**SAFETY PATROL**			***Previous Balance**				363.33
06 760 716			SAFETY PATROL							
06 016 1721			SAFETY PATROL							
10/05/2026	CR	27966			Donation From ND Comm. Foundation	DIAZ, KERRY M	0.00	2,000.00		
10/08/2026	CR	27972			Safety Patrol Bake Sale	CARNEY, VICKI A	0.00	1,900.51		
10/15/2026	CR	28001			CORRECTION ON BAKE SALE COIN COUNT	DIAZ, KERRY M	0.00	0.30		
06 016 600 410 3400 610			SAFETY PATROL							
10/22/2026	CD	ELEM-03938 20261022-0016	2	35527	bake sale supplies	VISA	295.38	0.00		
10/22/2026	CD	ELEM-03909 20261022-0010	2	35526	Award supplies	VISA	130.56	0.00		
06 760 716			**SAFETY PATROL**			***Current Activity**				3,474.87
						***Ending Balance:**	425.94	3,900.81	0.00	3,838.20
06 760 719			**ATHLETES ASSISTANCE**			***Previous Balance**				594.33
						***Ending Balance:**	0.00	0.00	0.00	594.33
06 760 720			**CROSS COUNTRY MISC.**			***Previous Balance**				977.39
06 760 720			CROSS COUNTRY MISC.							
06 020 1721			CROSS COUNTRY MISC.							
10/14/2026	CR	27997			XC Misc - Stocking Hat Sale	HORGESHIMER, NATHAN SCOTT	0.00	10.00		
10/20/2026	CR	28004			XC MIsc - Hat Sale	HORGESHIMER, NATHAN SCOTT	0.00	10.00		
06 020 600 410 3400 610			CROSS COUNTRY MISC.							
10/12/2026	CD	HS-02525 934950585	2	35503	cowboy of the meet shirts	BSN SPORTS	300.00	0.00		
10/20/2026	CD	HS-02623 20261020	2	35518	18 athletes	CASH	360.00	0.00		
10/20/2026	CD	HS-02623 20261020	2	35518	2 managers	CASH	40.00	0.00		
10/20/2026	CD	HS-02623 20261020	2	35518	2 coaches	CASH	40.00	0.00		
06 760 720			**CROSS COUNTRY MISC.**			***Current Activity**				(720.00)
						***Ending Balance:**	740.00	20.00	0.00	257.39
06 760 723			**ELEMENTARY POP FUND**			***Previous Balance**				19.34
06 760 723			ELEMENTARY POP FUND							
06 023 1721			ELEMENTARY POP FUND							
10/05/2026	CR	27965			Elem. Pop Fund	JEPSON, JANELL R	0.00	207.00		
06 760 723			**ELEMENTARY POP FUND**			***Current Activity**				207.00
						***Ending Balance:**	0.00	207.00	0.00	226.34

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Fund: 06 STUDENT ACTIVITY FUND

Chart of Account Number			Chart of Account Description							
Entry Date	JR	Reference #	Check Acct	Check #	Description	Entity Name	Expenses	Revenues	Balance Change	Balance
06 760 724			**FCCLA**			***Previous Balance**				1,853.48
06 760 724			FCCLA							
06 024 1721			FCCLA							
10/01/2026	CR	27963			FCCLA - Dues & Clothing	MCCORMICK, JENNIFER	0.00	75.00		
10/07/2026	CR	27967			FCCLA - Shirts & Dues	MCCORMICK, JENNIFER	0.00	338.00		
06 024 600 410 3400 610			FCCLA							
10/05/2026	CD	HS-02603 20261005	2	35499	District Leadership Meals	HAZEN PUBLIC SCHOOL	510.00	0.00		
10/22/2026	CD	HS-02602 20261022-0008	2	35526	State Affiliation Dues	VISA	465.00	0.00		
06 760 724			**FCCLA**			***Current Activity**				(562.00)
						***Ending Balance:**	975.00	413.00	0.00	1,291.48
06 760 728			**FFA**			***Previous Balance**				23,874.41
06 760 728			FFA							
06 028 1721			FFA							
10/01/2026	CR	27958			FFA - Sponsorship Program	LEIER, DAVID	0.00	5,000.00		
10/01/2026	CR	27959			FFA- Sponsorship	LEIER, DAVID	0.00	1,000.00		
10/01/2026	CR	27960			FFA - ND State Fair Premiums	LEIER, DAVID	0.00	383.40		
10/01/2026	CR	27961			FFA - Zoetis Industry Support Program	LEIER, DAVID	0.00	250.00		
10/01/2026	CR	27962			FFA - Foundation National Stipend	LEIER, DAVID	0.00	2,000.00		
10/14/2026	CR	27996			FFA - Alumni Donation	JOHNSON, ERIK	0.00	750.00		
10/26/2026	CR	28008			FFA Sponsorship	LEIER, DAVID	0.00	500.00		
10/26/2026	CR	28009			FFA - Natl Convention Stipend	JOHNSON, ERIK	0.00	440.00		
06 028 600 410 3400 610			FFA							
10/12/2026	CD	POELEM-05066 20261012	2	16	ELEMENT FARGO	JP MORGAN CHASE BANK NA	2,838.00	0.00		
10/12/2026	CD	POELEM-05067 20261012-0001	2	16	DENISON PARKING INDIANAPOLIS	JP MORGAN CHASE BANK NA	325.00	0.00		
10/13/2026	CD	HS-02605 CNR98377	2	35511	Full Registration Early Bird Full Regist	NATIONAL FFA ORGANIZATION	1,425.00	0.00		
10/13/2026	CD	HS-02605 CNR98377	2	35511	Registration: American Degree Recipient	NATIONAL FFA ORGANIZATION	55.00	0.00		
10/15/2026	CD	HS-02619 20261015	2	35517	National FFA Convention Per Diem	CASH	550.00	0.00		
10/15/2026	CD	HS-02619 20261015	2	35517	National FFA Convention Per Diem	CASH	400.00	0.00		
10/22/2026	CD	HS-02620 3339	2	35525	FFA Jacket Embroidery Updates	MARSH, JOANN	120.00	0.00		
10/27/2026	CD	HS-02625 83030473	2	35528	Fall Leadership Conferences: Hotel Rooms	COMFORT INN & SUITES	990.00	0.00		
06 760 728			**FFA**			***Current Activity**				3,620.40
						***Ending Balance:**	6,703.00	10,323.40	0.00	27,494.81
06 760 730			**INTEREST - CHECKING**			***Previous Balance**				32,379.65

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Fund: 06 STUDENT ACTIVITY FUND

Chart of Account Number / Chart of Account Description / Entry Date	JR	Reference #	Check Acct	Check #	Description	Entity Name	Expenses	Revenues	Balance Change	Balance
06 760 730 INTEREST - CHECKING										
06 030 1721 INTEREST - CHECKING										
10/30/2026	CR	28031			INTEREST - CHECKING	BRAVERA	0.00	668.81		
06 760 730			**INTEREST - CHECKING**			***Current Activity**				668.81
						***Ending Balance:**	0.00	668.81	0.00	33,048.46
06 760 732			**POSITIVE MOMENTUM PROGRAM**			***Previous Balance**				11,000.00
06 760 732 POSITIVE MOMENTUM PROGRAM										
06 032 1721 POSITIVE MOMENTUM PROGRAM										
10/15/2026	CR	28003			POSITIVE MOMENTUM PROGRAM	DUNN COUNTY AUDITOR	0.00	218.00		
06 032 600 410 3400 610 POSITIVE MOMENTUM PROGRAM										
10/27/2026	CD	ELEM-03995 20261027	2	35529	50% Downpayment - March 24, 2027 Speakin	AARON J. GOLUB, LLC	3,000.00	0.00		
06 760 732			**POSITIVE MOMENTUM PROGRAM**			***Current Activity**				(2,782.00)
						***Ending Balance:**	3,000.00	218.00	0.00	8,218.00
06 760 734			**LIBRARY**			***Previous Balance**				8,915.44
06 760 734 LIBRARY										
06 034 600 410 3400 610 LIBRARY										
10/26/2026	GJ				CORRECTED TRANSFER FROM IMAG LIBRARY		3,148.48	0.00		
06 760 734			**LIBRARY**			***Current Activity**				(3,148.48)
						***Ending Balance:**	3,148.48	0.00	0.00	5,766.96
06 760 735			**MUSIC**			***Previous Balance**				16,673.85
06 760 735 MUSIC										
06 035 600 410 3400 610 MUSIC										
10/19/2026	CD	HS-01882 20250512 Void Check	2	34608	accompanist fee	JOHNSON, DARIN	(120.00)	0.00		
06 760 735			**MUSIC**			***Current Activity**				120.00
						***Ending Balance:**	(120.00)	0.00	0.00	16,793.85
06 760 736			**NATIONAL HONOR SOCIETY**			***Previous Balance**				664.55
						***Ending Balance:**	0.00	0.00	0.00	664.55
06 760 737			**GIRLS WRESTLING MISC**			***Previous Balance**				1,890.00
						***Ending Balance:**	0.00	0.00	0.00	1,890.00
06 760 740			**SCHOOL DISTRICT**			***Previous Balance**				238.57
						***Ending Balance:**	0.00	0.00	0.00	238.57
06 760 741			**ROBOTICS**			***Previous Balance**				2,087.14

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Fund: 06 STUDENT ACTIVITY FUND

Chart of Account Number / Chart of Account Description / Entry Date	JR	Reference #	Check Acct	Check #	Description	Entity Name	Expenses	Revenues	Balance Change	Balance
						***Ending Balance:**	0.00	0.00	0.00	2,087.14
06 760 742			**STUDENT COUNCIL**			***Previous Balance**				6,603.08
06 760 742			STUDENT COUNCIL							
06 042 600 410 3400 610			STUDENT COUNCIL							
10/22/2026	CD	HS-02569 20261022-0012	2	35527	Requesting Visa to buy decorations for h	VISA	58.24	0.00		
06 760 742			**STUDENT COUNCIL**			***Current Activity**				(58.24)
						***Ending Balance:**	58.24	0.00	0.00	6,544.84
06 760 743			**SUNSHINE ACCOUNT-ELEM**			***Previous Balance**				272.13
						***Ending Balance:**	0.00	0.00	0.00	272.13
06 760 744			**TRACK & FOOTBALL FIELD MAINTENANCE**			***Previous Balance**				110,738.15
						***Ending Balance:**	0.00	0.00	0.00	110,738.15
06 760 749			**HIGH SCHOOL MUSICAL**			***Previous Balance**				460.49
						***Ending Balance:**	0.00	0.00	0.00	460.49
06 760 750			**6TH GRADE CLASS**			***Previous Balance**				837.69
06 760 750			6TH GRADE CLASS							
06 050 1721			6TH GRADE CLASS							
10/13/2026	CR	27974			Donation for 5&6 grade Field trip	WHEELING, BRITTANY	0.00	530.00		
06 760 750			**6TH GRADE CLASS**			***Current Activity**				530.00
						***Ending Balance:**	0.00	530.00	0.00	1,367.69
06 760 753			CLASS OF 2028							
06 053 1721			CLASS OF 2028							
10/27/2026	CR	28011			JR Class trip to TR Library	ELKINS, SEAN	0.00	90.00		
06 053 600 410 3400 610			CLASS OF 2028							
10/27/2026	CD	ELEM-03994 20261027	2	35530	$200 Check for Deposit for Prom DJ	RG WILD ENTERTAINMENT	200.00	0.00		
06 760 753			**CLASS OF 2028**			***Current Activity**				(110.00)
						***Ending Balance:**	200.00	90.00	0.00	(110.00)
06 760 754			**PRESCHOOL**			***Previous Balance**				934.78
						***Ending Balance:**	0.00	0.00	0.00	934.78
06 760 755			**SUNSHINE FUND-HS**			***Previous Balance**				479.96
						***Ending Balance:**	0.00	0.00	0.00	479.96
06 760 757			**ELEMENTARY MUSIC**			***Previous Balance**				7,589.92
						***Ending Balance:**	0.00	0.00	0.00	7,589.92
06 760 758			**JEANS FOR CHARITY**			***Previous Balance**				5,816.50

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Fund: 06 STUDENT ACTIVITY FUND

Chart of Account Number / Entry Date	JR	Reference #	Check Acct	Check #	Description	Entity Name	Expenses	Revenues	Balance Change	Balance
						***Ending Balance:**	0.00	0.00	0.00	5,816.50
06 760 759			**ELEMENTARY STUDENT COUNCIL**			***Previous Balance**				5,687.03
						***Ending Balance:**	0.00	0.00	0.00	5,687.03
06 760 760			**S.A.D.D.**			***Previous Balance**				562.42
						***Ending Balance:**	0.00	0.00	0.00	562.42
06 760 762			**ARCHERY**			***Previous Balance**				0.00
						***Ending Balance:**	0.00	0.00	0.00	0.00
06 760 767			**GIRLS BB MISC.**			***Previous Balance**				5,045.19
						***Ending Balance:**	0.00	0.00	0.00	5,045.19
06 760 770			**CLOSE UP**			***Previous Balance**				6,026.93
06 760 770			CLOSE UP							
06 070 1721			CLOSE UP							
10/15/2026	CR	28002			Close-Up: Vending Machine	MURPHY, ANDREW	0.00	491.00		
10/26/2026	CR	28007			Close-Up Downpayment	MURPHY, ANDREW	0.00	500.00		
06 070 600 410 3400 610			Close Up							
10/12/2026	CD	POELEM-05074 20261012	2	35504	SUPPLIES 501263	COCA COLA	139.70	0.00		
10/12/2026	CD	POELEM-05074 20261012	2	35504	SUPPLIES 501638	COCA COLA	240.00	0.00		
10/12/2026	CD	POELEM-05074 20261012	2	35504	SUPPLIES 501979	COCA COLA	208.00	0.00		
06 760 770			**CLOSE UP**			***Current Activity**				403.30
						***Ending Balance:**	587.70	991.00	0.00	6,430.23
06 760 771			**CLASS OF 2025**			***Previous Balance**				1,247.69
06 760 771			CLASS OF 2025							
06 071 600 410 3400 610			CLASS OF 2025							
10/19/2026	CD	POELEM-03399 20250507 Void Check	2	34562	REIMBURSEMENT FOR CAP & GOWN	COSSIO CASTILLO, BRISA	(57.90)	0.00		
10/19/2026	CD	POELEM-03414 20250507 Void Check	2	34578	REIMBURSEMENT FOR CAP & GOWN	HILL, KATERI	(57.90)	0.00		
10/19/2026	CD	POELEM-03417 20250507 Void Check	2	34581	REIMBURSEMENT FOR CAP & GOWN	KLUVER, RIELEY	(57.90)	0.00		
06 760 771			**CLASS OF 2025**			***Current Activity**				173.70
						***Ending Balance:**	(173.70)	0.00	0.00	1,421.39
06 760 772			**VOLLEYBALL MISC.**			***Previous Balance**				10,269.67
06 760 772			VOLLEYBALL MISC.							

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Fund: 06 STUDENT ACTIVITY FUND

Chart of Account Number / Chart of Account Description / Entry Date	JR	Reference #	Check Acct	Check #	Description	Entity Name	Expenses	Revenues	Balance Change	Balance
06 072 600 410 3400 610 VOLLEYBALL MISC.										
10/20/2026	CD	POELEM-05092 20261020-0002	2	35519	TICKETS FOR DSU VOLLEYBALL CORRECTION FO	DICKINSON STATE UNIVERSITY	351.00	0.00		
10/29/2026	CD	POELEM-05092 20261020-0002 Void Check	2	35519	TICKETS FOR DSU VOLLEYBALL CORRECTION FO	DICKINSON STATE UNIVERSITY	(351.00)	0.00		
06 760 772			**VOLLEYBALL MISC.**			***Current Activity**				0.00
						***Ending Balance:**	0.00	0.00	0.00	10,269.67
06 760 773			**STEAM-ELEM.**			***Previous Balance**				14,883.31
						***Ending Balance:**	0.00	0.00	0.00	14,883.31
06 760 774			**STAFF WELLNESS**			***Previous Balance**				15.00
						***Ending Balance:**	0.00	0.00	0.00	15.00
06 760 775			**ALLAN & KAYE DOLEZAL SCHOLARSHIP FUND**			***Previous Balance**				5,000.00
						***Ending Balance:**	0.00	0.00	0.00	5,000.00
06 760 776			**FOOTBALL MISC.**			***Previous Balance**				372.10
06 760 776			FOOTBALL MISC.							
06 076 600 410 3400 610			FOOTBALL MISC.							
10/12/2026	CD	HS-02484 934301919	2	35503	BSN - Flag Football Belts	BSN SPORTS	219.84	0.00		
06 760 776			**FOOTBALL MISC.**			***Current Activity**				(219.84)
						***Ending Balance:**	219.84	0.00	0.00	152.26
06 760 777			**BOYS GOLF MISC.**			***Previous Balance**				742.61
						***Ending Balance:**	0.00	0.00	0.00	742.61
06 760 778			**HS GYMNASIUM SPONSORSHIP**			***Previous Balance**				23,750.87
06 760 778			HS GYMNASIUM SPONSORSHIP							
06 078 600 410 3400 610			HS GYMNASIUM SPONSORSHIP							
10/12/2026	CD	HS-02447 934490398	2	35503	Weight Room Equipment to be taken out of	BSN SPORTS	1,533.60	0.00		
06 760 778			**HS GYMNASIUM SPONSORSHIP**			***Current Activity**				(1,533.60)
						***Ending Balance:**	1,533.60	0.00	0.00	22,217.27
06 760 779			**TRACK MISC.**			***Previous Balance**				2,204.71
06 760 779			TRACK MISC.							
06 079 1721			TRACK MISC.							
10/08/2026	CR	27971			Hat Day (9/24 & 10/8)	HORGESHIMER, NATHAN SCOTT	0.00	29.00		
06 079 600 410 3400 610			TRACK MISC.							
10/12/2026	CD	POELEM-05070 934222425	2	35503	TENT LIFT CRANK REST OF HS-02469	BSN SPORTS	220.40	0.00		

Regular; Beginning Month 10/2026; Processing Month 10/2026; Accounts to Include Accounts with Activity; Fund Number 06

Fund: 06 STUDENT ACTIVITY FUND

Chart of Account Number / Chart of Account Description / Entry Date	JR	Reference #	Check Acct	Check #	Description	Entity Name	Expenses	Revenues	Balance Change	Balance
06 760 779			**TRACK MISC.**			***Current Activity**				(191.40)
						***Ending Balance:**	220.40	29.00	0.00	2,013.31
06 760 782			**BOYS BB MISC.**			***Previous Balance**				5,522.83
						***Ending Balance:**	0.00	0.00	0.00	5,522.83
06 760 783			**BOYS WRESTLING MISC.**			***Previous Balance**				8,846.53
06 760 783			BOYS WRESTLING MISC.							
06 083 1721			BOYS WRESTLING MISC.							
10/19/2026	GJ				CORRECT RCPT 27589-WRESTLING CLUB REIMB		0.00	1,292.00		
06 760 783			**BOYS WRESTLING MISC.**			***Current Activity**				1,292.00
						***Ending Balance:**	0.00	1,292.00	0.00	10,138.53
06 760 784			**SPEECH**			***Previous Balance**				1,405.05
						***Ending Balance:**	0.00	0.00	0.00	1,405.05
06 760 785			**ELEM GUIDANCE MISC**			***Previous Balance**				774.79
06 760 785			ELEM GUIDANCE MISC							
06 085 600 410 3400 610			ELEM GUIDANCE MISC							
10/22/2026	CD	ELEM-03953 20261022-0015	2	35527	sweatpants	VISA	137.58	0.00		
06 760 785			**ELEM GUIDANCE MISC**			***Current Activity**				(137.58)
						***Ending Balance:**	137.58	0.00	0.00	637.21
06 760 786			**ART SUPPLIES**			***Previous Balance**				1,552.91
						***Ending Balance:**	0.00	0.00	0.00	1,552.91
06 760 789			**HOSA**			***Previous Balance**				13,143.90
						***Ending Balance:**	0.00	0.00	0.00	13,143.90
06 760 791			**KIDS ON THE RUN**			***Previous Balance**				741.86
						***Ending Balance:**	0.00	0.00	0.00	741.86
06 760 792			**DR SEUSS READING GROUP**			***Previous Balance**				0.00
						***Ending Balance:**	0.00	0.00	0.00	0.00
06 760 793			**IMAGINATION LIBRARY**			***Previous Balance**				0.00
06 760 793			IMAGINATION LIBRARY							
06 093 1721			IMAGINATION LIBRARY							
10/26/2026	GJ				CORRECTED PRIOR TRANSFER TO LIBRARY		0.00	3,148.48		
06 760 793			**IMAGINATION LIBRARY**			***Current Activity**				3,148.48
						***Ending Balance:**	0.00	3,148.48	0.00	3,148.48

Regular; Beginning Month 10/2026; Processing Month 10/2026; Accounts to Include Accounts with Activity; Fund Number 06

Fund: 06 STUDENT ACTIVITY FUND

Chart of Account Number	Chart of Account Description						
Entry Date JR Reference #	Check Acct Check # Description	Entity Name	Expenses	Revenues	Balance Change	Balance
06 760 794	**COLLEGE & CAREER WEEK SCHOLARHIPS**	***Previous Balance**				1,113.00
		***Ending Balance:**	0.00	0.00	0.00	1,113.00
06 760 795	**KATHERINE KLEEMANN EDUCATION SCHOLARSHIP**	***Previous Balance**				2,100.00
		***Ending Balance:**	0.00	0.00	0.00	2,100.00
06 760 796	**FEREBEE SCHOLARSHIP**	***Previous Balance**				600.00
		***Ending Balance:**	0.00	0.00	0.00	600.00
06 760 798	**MINION MENTORING SCHOLARSHIP**	***Previous Balance**				0.00
		***Ending Balance:**	0.00	0.00	0.00	0.00
		Fund Total: 06	22,058.69	24,785.38	0.00	427,270.02

D. Administrator Reports

***PUBLIC COMMENT**: If you would like to sign up for public comment, please provide the following through the avenues listed:*

Your name & Agenda item on which you will be commenting

Via email: jeff.simmons@k12.nd.us at least one day prior to the meeting

Via phone: Call the school during normal business hours at 701-764-5877

In-person: Stop by the Superintendent's Office during normal business hours at 101 High Street NW, Killdeer, ND

November 2026 Board Report

The elementary needs to hire a paraprofessional to replace Paige Giacomazzi. Paige was the primary para with a one-on-one student, and a replacement is required.

Additionally, there may well soon be the need to hire a paraprofessional for the 4-6 room in order to cover the needs of another student on a full time basis. It has not reached a 'must hire' level yet, but it could at any point with a parent request to have the student attend full time.

Enrollment

Pre K – 41

Kinder – 46

1st - 48

2nd - 36

3rd - 42

4th - 54

5th - 36

6th - 53

Total – 356 students

The elementary continues to work our MTSS process to the best of our ability. However, there are cracks beginning to show as a result of there being more two teacher grade levels and it is becoming quite clear that there is a absolute need to replace the Curriculum Facilitator role for the 2027/2028 school year. The commitment of an individual to oversee student learning, teacher preparedness, and data analysis and action steps to address those items is essential. This should be the first step action step in the "Students First" initiative.

KHS November 2026 Board Report

Virtual Academy

We currently have 18 high school students and 1 elementary student enrolled in the Killdeer Virtual Academy. There have been many challenges that have come up now that we are into the school year and have experience running a Virtual Academy. Hope Raley checks the student progress every week, records how many minutes they were logged on, how many assignments they are behind, and what their current grade is in the class. Based on this information, Hope makes calls to students weekly if they are behind. The issues arise when guardians are not answering or returning our calls and when we give students the option to come in and receive help and they do not. As a district, we are providing opportunities for these students to have success in the virtual academy, but some are unwilling to take the help. I would say that about 25% of our enrolled student are having success and engaging the way it was intended. This is something we will need to brainstorm on and come up with ways to allow for more student success in the academy.

ND Choice Ready

2025-2026 Choice Ready Data

State Student ID	Last Name	First Name	Essential Skills	Post-Secondary Ready	Workforce Ready	Military Ready	Is Choice Ready
Totals:			33 (82.50 %)	27 (67.50 %)	32 (80.00 %)	22 (55.00 %)	27 (67.50 %)

The photo above is our data from the 2025-2026 ND Choice Ready Report. We saw a slight decrease in the percentage of students that were considered Choice Ready from the 2024-2025 school year. We are working this school year to increase our Choice Ready percentage for our graduating seniors. On the next page, I have included the framework established by the state which is used to decide if a student is Choice Ready upon graduation. Listed below are things we are doing within our school to allow for Choice Ready experiences:

Essential Skills

- Community Service day every year
- Extra and Co-Curricular opportunities for our students to join
- Career Exploration Experiences
- Teaching 21st Century Skills
- Career Education
- All 12th grade students complete Financial Literacy
- ND Civics Test
- All 10th grade students complete Cybersecurity

Post-Secondary Ready

- Four Year Rolling Plan started in 8th grade

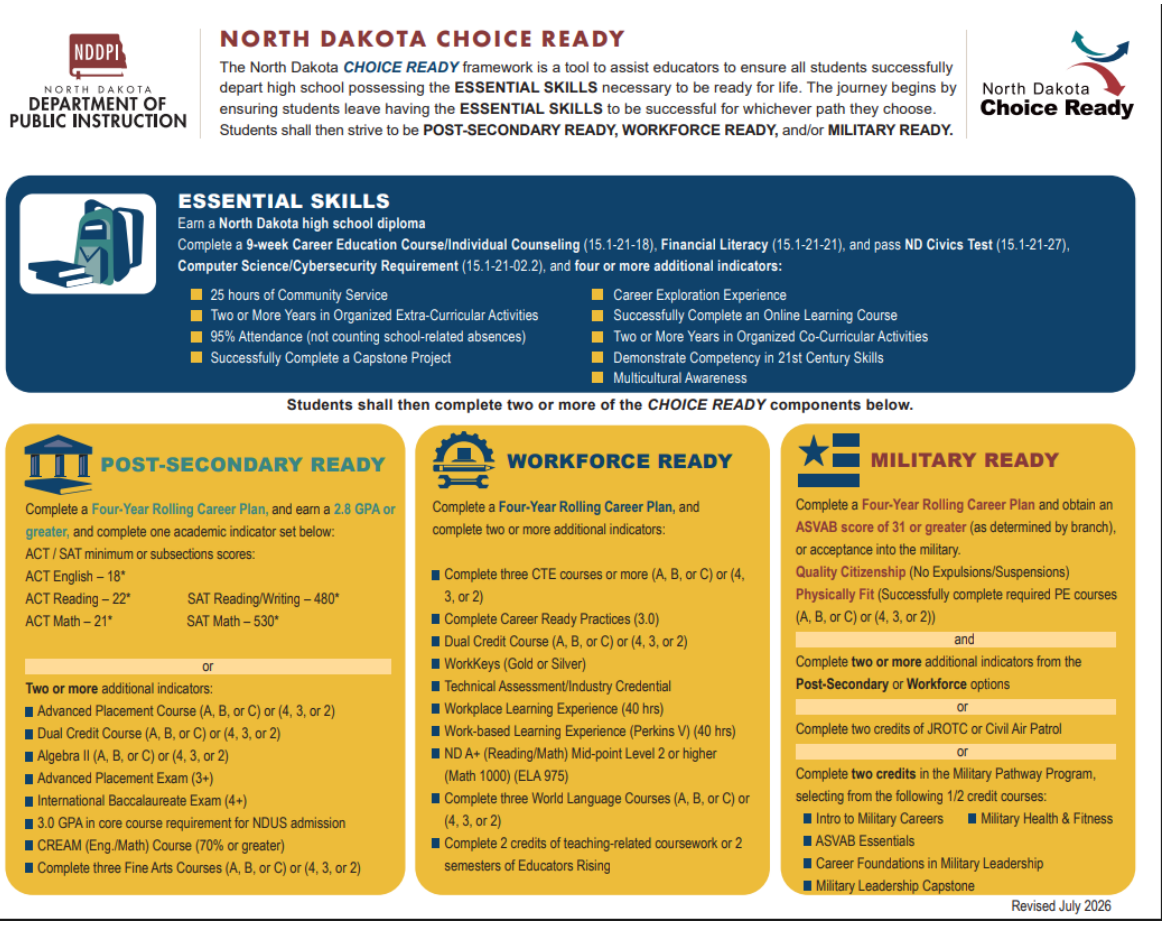
- Administer the Pre-ACT and ACT test to all junior students
- All juniors take Algebra II
- Students can take dual credit courses in grades 10-12
- Fine Arts classes offered

Workforce Ready

- Four Year Rolling Plan started in 8th grade
-
- Offer CTE courses in the area of Agriculture, Business, and FACS
- Offer CTE courses through CTE centers via online or in-person
- Students can take dual credit courses in grades 10-12
- Students can take Cooperative Work Experience in grades 11-12
- All 10th grade students complete the ND A+ Summative test

Military Ready

- Four Year Rolling Plan started in 8th grade
- All 11th grade students take the ASVAB test
- All 9th grade students take a Physical Education course



-

Superintendent Board Report

Busing

Our in-town bus stops continue to operate effectively, with ridership increasing proportionally as winter weather arrives.

My office is currently drafting a safety communication directed at our rural bus drivers and parents who drop off or pick up students in the country. Statistically, the bus stop represents the most significant safety hazard for student riders. It's a risk with compounding factors like shorter days and darker winter mornings.

We have observed a recurring safety concern where parents drive away immediately after their own child boards the bus in the morning or enters their vehicle in the afternoon. This premature movement creates a hazard for other students who may still be walking to the bus or transitioning to their parents' care.

To mitigate this risk, we are reinforcing protocols with our bus drivers. It is critical that drivers keep their stop arms extended and lights flashing to control traffic until all students are safely clear of the roadway and inside a vehicle.

Strategic Plan

Long Range Finance Plan

I want to extend my sincere appreciation to the members of the Board for your continued leadership, fiscal responsibility, and visionary guidance as we navigate our long-range financial planning. Managing a school district's budget requires a careful balance between immediate operational needs and long-term sustainability, and your proactive decision-making ensures our district remains on a firm financial footing.

The Board demonstrated exceptional foresight by implementing a $5,000 cap on the health insurance cash option for new hires starting January 1, 2027. You protected the teachers who have demonstrated loyalty by grandfathering them into the current cash option amount. This strategic policy shift directly addresses the rising costs of health insurance, which is experiencing an 11.07% increase for 2027and protects our budget given that salaries and benefits consume 73.57% of our overall General Fund.

Moving forward, we must continue to monitor staffing ratios closely and control expenditures across all departments. We lost staff last year and there may be a desire to hire positions back, but the question will remain in regard to, "How are we going to pay for it"? When engaging with our legislators during the upcoming session, it is vital that we advocate with one clear, urgent voice: the state foundation aid formula must be increased to align with real-world inflationary pressures so that we can successfully attract and retain high-quality teachers. Because personnel costs account for 73.57% of our overall budget, securing robust state funding is not just a structural necessity, it is the single most critical factor in keeping our compensation packages competitive and ensuring we do not lose our valued educators to neighboring districts or other professions.

Long Range Facilities Plan

I want to recognize and commend the Board for your continued vision and proactive stewardship of our district’s physical assets. Rather than ignoring structural issues or defaulting to incredibly costly, premature replacements, your commitment to thorough evaluation ensures we protect both student safety and taxpayer dollars. Retaining CW Structural Engineers to perform a structural inspection of our football field grandstands reflects this forward-thinking approach.

The engineer's report confirmed that our stadium grandstands are fundamentally sound but face a significant moisture management problem caused by soil backfill trapping water behind the concrete masonry unit (CMU) risers. Over time, North Dakota's freeze-thaw cycles have cracked and spalled the non-breathable exterior stucco, causing it to fail. With this data, and approval from the board for an Official Invitation to Bid for a targeted grandstand life-extension, we can buy time for future boards to develop the next 10-15 year plan.

This is the recommended engineer guidance; designed as a remediation scope:

- Masonry & Slab Restoration: Contractors will mechanically strip the failed plaster, replace fractured CMU block shells with solid block to preserve vertical slab support, and route and seal all concrete slab cracks with flexible polyurethane sealant.
- Breathable Surface Barriers: We will apply a specialized, highly breathable masonry stain or breathable masonry paint to the risers and a penetrating silane/siloxane sealer to the walkways, allowing moisture vapor to escape naturally so it cannot build up and pop the coatings.
- Spectator Safety Systems: To maximize fan safety, the walking treads will be heavily broadcasted with high-durability Sika Quartz Sand to create a permanent slip-resistant surface, complemented by mechanically anchored aluminum stair nosing.

By targeting the root cause of the deterioration rather than pursuing temporary cosmetic upgrades, the Board is making the most fiscally responsible choice. Implementing this breathable system this coming summer will successfully secure an additional 10 to 15 years of operational safety for a fraction of the cost of total reconstruction.

Instructional Pivot & 4-Day Calendar Accountability Alignment

As we navigate the 2026–2027 school year, the administration is proactively structuring a comprehensive Long-Range Instructional Plan designed to merge our 2025 Schoolwide Strategic Plan goals with the state's "Students First" framework and the revised North Dakota Department of Public Instruction (NDDPI) administrative rules. Because state approval and extensions for our four-day school week calendar are now evaluated strictly on quantifiable student outcomes rather than financial or facility savings, our operational focus must transition cleanly into a data-driven academic narrative. To ensure compliance with a five-year waiver extension, our long-range plan centers heavily on tracking student growth through the North Dakota Growth Accountability Formula. This structural pivot ensures that even when flat proficiency averages fluctuate during our calendar transition, our Professional Learning Communities (PLCs) bolstered by our ongoing professional development partnership with Solution Tree can demonstrate that compressed seat time is not stagnating learning.

To successfully buffer our students and community against the distinct operational pressures of a four-day model, the upcoming instructional framework prioritizes student engagement, scheduling diagnostics, and targeted subgroup equity. We are directly tying our district's Academic Engagement goals to the North Dakota Student Engagement Survey and Cognia assessments to monitor and combat potential cognitive fatigue caused by extended daily schedules, particularly within our elementary tiers. Furthermore, to uphold the "Students First" philosophy, the administration needs to build tracking mechanisms within Infinite Campus to protect achievement of our low-income students and students with disabilities. This includes optimizing our Multi-Tiered System of Supports (MTSS) to protect IEP service routines within the four-day block. Ultimately, this establishes the transparent data trail required for our mandatory July 1 Annual Report, positioning Killdeer Public Schools to successfully protect our localized four-day calendar, attract high-quality teachers, and support student growth.

Turf Reconditioning

Through the North Dakota Educators Service Cooperative (ndesc.org), schools can take advantage of vendors and contractors who have been vetted as reliable service providers. Additionally, schools can

enjoy a 5% discount by using vendors within the co-op. During the NDSBA convention, stopping by their booth ended up being a valuable visit, as Rosemary Dahl was able to connect us with vendors who can recondition artificial turf and replace the orange logo and lettering in the end zone. Through recent email exchanges, it appears that a quote for the entire field will be ready in the near future. Since this project does not need to go out to public bid, it will not be placed on the November agenda. However, as soon as the information is available, it will be presented to the board for review.

Electrical Switch Gear

Jason Hunze, an electrical engineer from Prairie Engineering (https://prairieengineeringpc.com/), was previously involved in construction of the high school and is familiar with the elementary school, having visited the site on several occasions. On November 4th, he was at the elementary school to begin drafting a specification sheet. This sheet will be used to create an Invitation to Bid (ITB) document for replacing the 1982 electrical switchgear, an upgrade originally identified by the Long-Range Strategic Facilities subcommittee. Mr. Hunze concurs that several components are concerning and have clearly outlived their operational life cycle. As soon as the cost estimates for these components become available, the formal bidding process will begin. The superintendent is asking for authorization from the board to go out to bid to begin the process.

Activities November Board Report:

KPS:

We held our Winter Sport Meeting on 11/4/2026. We had roughly 35-40 percent of our high school rosters represented with at least 1 parent or guardian.

Winter Sports start on Nov 9 with boys and girls wrestling . Nov 16 is Cheer and Girls Basketball. Nov 30 is Boys Basketball. Dec 6 is JH Boys Basketball. JH Girls Basketball is already going.

There will be changes to the basketball schedule due to officials' shortage. Just waiting for the final dates that we will need to move.

Athletes will need to be registered on Infinite campus, and we will not except any paper copy of physicals any more.

All coaching positions are hired for the winter except for 1 JHBBB position.

I would like the board to allow me to visit with park and rec about 4th grade girls and boys basketball and volleyball. It is getting tough and nearly impossible to find true 4th grade games for our kids. My recommendation is our elementary volleyball and basketball programs are offered for 5th and 6th grade.

Christmas concert for 7-12 is Monday Nov 30 in the HS Commons.

Scheduling for next year for High School Sports is in full swing. Now that we know we will be in class A for the following two years, we will get volleyball and basketball two year agreements done. Football scheduling will be done after the realignment meeting on Nov 16.

NDHSAA:
Nothing new to report other than our placement in 3 class system for volleyball and basketball and football realignment which is done Nov 16.

E. Re-Affirm Policies

2. JBB Board Inspection and Acceptance
3. JC Renaming School Facilities
4. KBA-BR1 Relations with the News Media Regulations
5. KAAD-BR Distribution and Posting of Noncurricular Material in School

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***PUBLIC COMMENT**: If you would like to sign up for public comment, please provide the following through the avenues listed:*

Your name & Agenda item on which you will be commenting

Via email: jeff.simmons@k12.nd.us at least one day prior to the meeting

Via phone: Call the school during normal business hours at 701-764-5877

In-person: Stop by the Superintendent's Office during normal business hours at 101 High Street NW, Killdeer, ND

MEMBER REQUESTED

JBB - BOARD INSPECTION AND ACCEPTANCE

Completed projects shall be inspected in accordance with the contract for architectural services. Other inspections may include those by the project liaison, the board building committee, and administrative staff. It shall be the policy of the Board that the acceptance of new construction be withheld until all details are complete and the buildings are certified and approved by all inspectors as required by state law or city ordinance.

End of Killdeer School District #16 Policy JBB.....Adopted: 03/11/15

MEMBER REQUESTED

JBB - BOARD INSPECTION AND ACCEPTANCE

Completed projects shall be inspected in accordance with the contract for architectural services. Other inspections shall include those by the project liaison, the Board building committee, **[buildings and grounds director]** and administrative staff. It shall be the policy of the Board that the acceptance of new construction be withheld until all details are complete and the buildings are certified and approved by all inspectors as required by state law or city ordinance.

End of [Name of District] Policy JBB .....Adopted:

[12/08]

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SAMPLE

MEMBER REQUESTED

JC - NAMING/RENAMING SCHOOL FACILITIES

The Board recognizes its responsibility to name or rename buildings and other school facilities.

The Board shall develop name selection procedures, which may include guidelines for forming a committee to screen name suggestions and make final recommendations to the Board. The Board and/or Superintendent shall develop a timetable for the naming process in order to lessen any community or factional pressures that may build up when a selection is delayed or seems uncertain. The timetable will take into account that there will be less confusion in accounts, files, and records for new schools if they are assigned names before construction begins.

Ordinarily, a building will not be renamed unless the current name becomes obsolete or inappropriate because of the community it serves or the program it houses.

The Board retains the right to make final determinations when naming buildings and other school facilities. The board's decision will not be influenced by personal prejudice or favoritism, political pressure, or temporary popularity in choosing a name. Names of buildings and other school facilities shall only be approved by a majority vote of the Board.

End of Killdeer School District #16 Policy JC .....Adopted: 03/11/15

MEMBER REQUESTED

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Ordinarily, a building will not be renamed unless the current name becomes obsolete or inappropriate because of the community it serves or the program it houses.

The Board retains the right to make final determinations when naming buildings and other school facilities. The board's decision will not be influenced by personal prejudice or favoritism, political pressure, or temporary popularity in choosing a name. Names of buildings and other school facilities shall only be approved by a **[2/3rds]** majority vote of the Board.

End of [Name of District] Policy JC.....Adopted:

[12/08]

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SAMPLE

KBA-BR1 - RELATIONS WITH THE NEWS MEDIA REGULATIONS

Access

Any request to interview, film, videotape, photograph, or otherwise record students or district personnel on district property or at a school-sponsored event shall be submitted to the appropriate building principal or Superintendent for approval. Requests may be made by telephone or in writing, must include specific details regarding the purpose and scope of the request, and should be submitted a reasonable time in advance, giving the District ample time to assess the request and, in the event that the request is approved, notify relevant staff, students, and parents as deemed necessary.

The District reserves the right to grant or deny any request for access to school(s) from the news media. Access will not be denied in an attempt to suppress a viewpoint but may be denied for at least the following reasons. Access would:

1. Compromise the safety of students or staff;
2. Disrupt the educational environment, disrupt district operations, and/or impede the ability of staff to perform their duties;
3. Breach confidentiality;
4. Be overly demanding on district resources.

When the Superintendent or building principal denies an access request from the news media, the Superintendent or designee may be available for comment on the topic that news media had requested to cover.

In the event that the Superintendent or building principal approves an access request, the requesting news agency shall receive notice of any restrictions the Superintendent or building principal has placed on access to students or staff and/or videotaping/recording/photographing. Such restrictions shall be developed on a case-by-case basis but shall not be made in an attempt to suppress a viewpoint. The news agency shall agree to these restrictions as a condition of access.

Emergencies

In the event of an emergency, media requests to access students and/or staff on school property and at school-sponsored events shall be denied. The Superintendent shall serve as the district spokesperson and shall make him/herself available for comment as soon as practicable.

Rules Governing Media Access to Schools

If the Superintendent or building principal grants the news media access to schools, the press is required to observe the following rules:

1. News media representatives must register in the school's main office before proceeding to other areas of the school building. Upon check-in, the building principal shall assign an escort to the news media representative(s), who shall remain with the press the duration of their stay on school property.

2. The press shall receive notice of and will be required to abide by all policies and regulations related to visitors in schools with the exception of rules prohibiting visitors from videotaping, recording, or photographing students/staff. The press will be bound by a separate set of rules related to videotaping, recording, and photographing as delineated above.

3. When the Superintendent or building principal approves an interview by the press of a minor on school property or at a school-sponsored event, the reporter shall identify him/herself to the minor, relay the purpose of the interview, and make the minor fully aware of what s/he is consenting to before beginning the interview.

Violations

Violations of school policies/regulations or behavior that is disruptive may result in the building principal or designee requiring such individuals to leave school property. Refusal to leave school property when asked will be deemed to be a willful disturbance of school operations, and the District will contact law enforcement to assist with removing the violator from school property or the school-sponsored event.

End of Killdeer School District #16 Board Reg. KBA-BR1.....Approved: 12/11/13

KBA-BR1 - RELATIONS WITH THE NEWS MEDIA REGULATIONS

Access

Any request to interview, film, videotape, photograph, or otherwise record students or district personnel on district property **[or at a school-sponsored event]** shall be submitted to **[the appropriate building principal or]** Superintendent for approval. Requests may be made by telephone or in writing, must include specific details regarding the purpose and scope of the request, and should be submitted a reasonable time in advance, giving the District ample time to assess the request and, in the event that the request is approved, notify relevant staff, students, and parents as deemed necessary.

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SAMPLE

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End of [Name of District] Board Regulation KBA-BR1.....Adopted:

[01/09]

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REGULATION

KAAD-BR - DISTRIBUTION & POSTING OF NONCURRICULAR MATERIAL IN SCHOOL REGULATIONS

This regulation is not applicable to student distribution of noncurricular material. The Board has established a separate policy governing this matter.

The Board allows distribution of noncurricular material that meets the criteria and receives district approval as outlined below:

1. Groups or individuals wishing to distribute noncurricular material shall submit the material to the Superintendent at least 15 school days before the proposed distribution date. The request must indicate the time and place where the group/individual wishes to distribute material and the ages of students or, if not students, description of the group(s) that are the target audience.
2. The Superintendent shall approve or disapprove the material. If the Superintendent rejects a request to distribute material, the decision may be appealed to the Board. The decision to approve material shall not be based on the viewpoint expressed; however, material containing the following shall not be approved for dissemination:
    a. Attacks on ethnicity, race, religion, or other class protected by law;
    b. Promotes violence, terrorism, or other illegal activities, including, but not limited to, tobacco, drug, and/or alcohol use by minors;
    c. Is obscene or pornographic as defined by community standards;
    d. Is reasonably forecasted to materially or substantially disrupt the educational environment;
    e. Poses a direct threat to the physical safety of the school population.
    f. Infringes on the rights of others, such as (but not limited to) material that is potentially libelous or invades an individual's privacy.
3. Material approved for distribution must include a disclaimer stating that the District does not endorse, approve, or sponsor the activities, views, or events promoted in the material. This disclaimer shall be affixed in a prominent location on the material.
4. While the Superintendent may take into account a requestor's desired distribution location and time, noncurricular material shall only be distributed in a location(s), manner, and time designated by the Superintendent. At a minimum, noncurricular material shall not be distributed in the classroom nor shall it be distributed in a time, place, and/or manner that violates state, federal, or controlling case law or substantially disrupts the educational process or environment. All time, place, and manner restrictions shall be reasonable and applied neutrally.

5. The Superintendent shall document reasons for denying a noncurricular material distribution request and shall document any time, place, and manner restrictions that the Superintendent has placed on an approved request.

End of Killdeer School District #16 Board Reg. KAAD-BR.....Amended: 03/09/16

REGULATION

KAAD-BR - DISTRIBUTION AND POSTING OF NON-CURRICULAR MATERIAL IN SCHOOL REGULATIONS[1]

This regulation is not applicable to student distribution of non-curricular material. The Board has established a separate policy governing this matter.

The Board allows distribution of non-curricular material that meets the criteria and receives district approval as outlined below:

1. Groups or individuals wishing to distribute non-curricular material shall submit the material to the Superintendent at least **[#]** school days before the proposed distribution date. The request must indicate the time and place where the group/individual wishes to distribute material and the ages of students or, if not students, description of the group(s) that are the target audience.
2. The Superintendent shall approve or disapprove the material. If the Superintendent rejects a request to distribute material, the decision may be appealed to the Board. The decision to approve material shall not be based on the viewpoint expressed; however, material containing the following shall not be approved for dissemination:
    a. Attacks on ethnicity, race, religion, or other class protected by law;
    b. Promotes violence, terrorism, or other illegal activities, including, but not limited to, tobacco, drug, and/or alcohol use by minors;
    c. Is obscene or pornographic as defined by community standards;
    d. Is reasonably forecasted to materially or substantially disrupt the educational environment;
    e. Poses a direct threat to the physical safety of the school population.
    f. Infringes on the rights of others, such as (but not limited to) material that is potentially libelous or invades an individual's privacy.
3. Material approved for distribution must include a disclaimer stating that the District does not endorse, approve, or sponsor the activities, views, or events promoted in the material. This disclaimer shall be affixed in a prominent location on the material.
4. While the Superintendent may take into account a requestor's desired distribution location and time, non-curricular material shall only be distributed in a location(s), manner, and time designated by the Superintendent. At a minimum, non-curricular material shall not be distributed in the classroom, nor shall it be distributed in a time, place, and/or manner that violates state, federal, or controlling case law or substantially disrupts the educational process or environment. All time, place, and manner restrictions shall be reasonable and applied neutrally.

1 Only adopt this regulation if the Board has selected "Option 2"□ in policy KAAD.

SAMPLE

5. The Superintendent shall document reasons for denying a non-curricular material distribution request and shall document any time, place, and manner restrictions that the Superintendent has placed on an approved request.

End of [Name of District] Board Regulation KAAD-BR .....Adopted:

[10/14]

NOTICE

This template is the intellectual property of NDSBA and may not be copied, reproduced, distributed, or displayed without NDSBA's permission. Members who willfully disregard the NDSBA copyright guidance risk suspension in the Policy Services program.

Policy Services members should refrain from sending any NDSBA policy templates outside their District. Districts with policy template requests or questions should contact our office at 1-800-932-8791.

4. Public Comment
5. Program/Student Outcomes
6. Unfinished Business
   A. Consider Policy BC Meetings of the Board

***PUBLIC COMMENT**: If you would like to sign up for public comment, please provide the following through the avenues listed:*

Your name & Agenda item on which you will be commenting

Via email: jeff.simmons@k12.nd.us at least one day prior to the meeting

Via phone: Call the school during normal business hours at 701-764-5877

In-person: Stop by the Superintendent's Office during normal business hours at 101 High Street NW, Killdeer, ND

RECOMMENDED

BC - MEETINGS OF THE BOARD

Regular Meetings

Regularly scheduled meetings of the Killdeer School Board shall be held monthly on the second Wednesday of the month unless rescheduling is necessary as determined by the Board President. All board meetings shall be properly noticed in accordance with law. The annual schedule for regular meetings will be posted on the District website.

At the beginning of each regular school board meeting, board members must be given the opportunity to participate in a voluntary recitation of the pledge of allegiance. Regular meeting agendas will be set in accordance with School Board Policy and may be added to or altered at the time of the regular meeting. Every regular meeting will include a public comment period.

Special Meetings

Any meeting of the Board that is not a regularly scheduled meeting is considered a special meeting. The Board may only discuss the specific topics included in the special meeting notice and cannot add or alter a special meeting agenda at the time of the special meeting. Public comment will not be allowed at special meetings.

Work Sessions and Retreats

The Board may, from time to time, meet in work sessions, also known as retreats, at a time and place conducive to in-depth discussion of the policies and goals of the District. All such meetings shall be open to the public and subject to the same notice and agenda-setting requirements as any other special meeting of the Board. No official action may be taken at a work session or retreat.

A Board "meeting" (subject to open meeting laws and notice requirements) does not include:

1. A chance or social gathering at which District business is not considered or discussed;

2. Emergency operations during a disaster or emergency declared under N.D.C.C. 37-17.1-10 or an equivalent ordinance if a quorum of the Board are present but not discussing school business as a Board, task force, or working committee.

3. The attendance of Board members at any national, regional, or state association to which the District, School Board, or individual Board members belong;

4. Training seminars at which no other District business is considered or discussed.

Board Meeting Procedures
All meetings will be conducted in an orderly and businesslike manner in accordance with School Board policies, procedures, and the law. Robert's Rules of Order may be referred as a guide, but such rules are superseded by board policy or state and/or federal law.

All votes of the Board, other than on procedural matters, shall be roll call votes, with the votes of each member being made public at the open meeting. Procedural votes must be recorded roll call votes upon the request of any member of the Board.

At the request of a resident of the District, the District must record a regular or special meeting, archive the recording, and make the recording available to the public. A request must be submitted to the Superintendent no later than seven days prior to the meeting. The District shall publish on its website a link to the recording of a board meeting. The recording must be available on the District's website for no fewer than three months from seven days after the meeting. This requirement does not apply to executive sessions nor work sessions held as part of a regular or special meeting.

If the District provides a livestream of a regular or special meeting of the Board, the District must notify the public of the location of the link to access the livestream in the meeting notice.

Complementing NDSBA Templates (may contain items not adopted by the Board)

- BC-BR, Procedure for Seating New Board at the Annual Meeting
- BCAA, Board Meeting Agenda and Pre-Meeting Preparation
- BCAD, Executive Session

End of Killdeer School District Policy BC . . . . . Adopted: 11/11/26

B. Superintendent Evaluation

7. New Business
   A. Consider Additional November Bills

***PUBLIC COMMENT**: If you would like to sign up for public comment, please provide the following through the avenues listed:*

Your name & Agenda item on which you will be commenting

Via email: jeff.simmons@k12.nd.us at least one day prior to the meeting

Via phone: Call the school during normal business hours at 701-764-5877

In-person: Stop by the Superintendent's Office during normal business hours at 101 High Street NW, Killdeer, ND

Checking Account: 1 **Fund 01**

Check Number: 1737 Check Type: Automatic Payment Check Date: 11/10/2026 Vendor: JPMORGAN JP MORGAN CHASE BANK NA Check Total: 4,624.23

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
20261109	11/09/2026	POELEM-05175	FAIRFIELD INN, HOME2 SUITES, MARRIOTT ST	01 000 000 310 1000 580	2,715.58
20261109-0001	11/09/2026	POELEM-05167	TRANSPORTATION DIESEL	01 000 000 000 2700 627	1,495.26
20261109-0001	11/09/2026	POELEM-05167	DOUBLE CHARGE AT LOVES GAS STATION. WILL	01 000 000 000 2700 627	398.40
20261109-0001	11/09/2026	POELEM-05167	PRAIRIE AUTO PARTS	01 000 000 310 1000 580	14.99

Check Number: 1738 Check Type: Automatic Payment Check Date: 11/10/2026 Vendor: TMS TIME MANAGEMENT SYSTEMS INC Check Total: 153.60

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
379606	11/09/2026	POELEM-05156	ATTENDANCE CONTRACT FOR OCT 2026	01 000 000 000 2500 430	153.60

Check Number: 201867 Check Type: Check Check Date: 11/10/2026 Vendor: AJOILFIELD A&J OIL FIELD SOLUTIONS LLC Check Total: 4,683.97

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
1021SVC	11/09/2026	POELEM-05162	OIL CHANGE BUS 426 INV 1022SVC	01 000 000 000 2700 671	106.00
1021SVC	11/09/2026	POELEM-05162	REPLACE FUEL FILTERS BUS 426 INV 1022SVC	01 000 000 000 2700 673	220.34
1021SVC	11/09/2026	POELEM-05162	REPLACR LF HEADLIGHT BULB BUS 410 INV 10	01 000 000 000 2700 673	70.99
1021SVC	11/09/2026	POELEM-05162	REPLACE OLD ROTTEN HEATER HOSE, REPAIR F	01 000 000 000 2700 673	1,019.91
1105SVC	11/09/2026	POELEM-05142	OIL CHANGE BUS 407	01 000 000 000 2700 671	250.07
1105SVC	11/09/2026	POELEM-05142	REPAIRS BUS 407	01 000 000 000 2700 673	3,016.66

Check Number: 201868 Check Type: Check Check Date: 11/10/2026 Vendor: AMAZONCAP AMAZON CAPITAL SERVICES Check Total: 1,281.61

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
14NV-M7F6-R19P	11/09/2026	HS-02624	Prisionero B-3087 (Prisoner B-3087) (Spa	01 000 000 130 1000 640	7.55
14NV-M7F6-R19P	11/09/2026	HS-02624	Matar a un ruiseñor (To Kill a Mockingbi	01 000 000 130 1000 640	13.97
14NV-M7F6-R19P	11/09/2026	HS-02624	It (Eso) / It: A Novel (Spanish Edition)	01 000 000 130 1000 640	24.91
14NV-M7F6-R19P	11/09/2026	HS-02624	The Giver Movie Tie-in Edition: A Newber	01 000 000 130 1000 640	63.30
19H4-X6FH-LQG9	11/09/2026	ELEM-03976	Swingline Commercial Stapler, 20 Sheet C	01 000 000 110 1000 610	38.23
19H4-X6FH-LQG9	11/09/2026	ELEM-03976	Swingline Commercial Stapler, 20 Sheet C	01 000 000 120 1000 611	89.21
1CDN-7PXW-N3GQ	11/09/2026	HS-02607	books for detention	01 000 000 130 1000 611	107.14
1CDN-7PXW-N3GQ	11/09/2026	HS-02607	books for detention	01 000 000 140 1000 611	249.99
1KDD-9DN6-RDC7	11/09/2026	ELEM-03997	4Pcs AC Coil Cleaning Brush Set, Coil Cl	01 000 000 000 2600 611	26.98
1KDD-9DN6-RDC7	11/09/2026	ELEM-03997	Leak Saver Foam Blaster AC Coil Cleaner	01 000 000 000 2600 611	209.95
1KDD-9DN6-RDC7	11/09/2026	ELEM-03997	Oiktylr Mini Split Cleaning Kit with 2L	01 000 000 000 2600 611	60.80
1KDD-9DN6-RDC7	11/09/2026	ELEM-03997	DISCOUNT	01 000 000 000 2600 611	(3.04)
1PL9-Y3W1-DFXH	11/09/2026	ELEM-03990	Sensory items	01 000 000 255 1000 730	49.63
1V9H-1DLC-9RKJ	11/09/2026	HS-02622	7pcs Cotton Sewing Fabrics, 20" x 20" DI	01 000 000 340 1000 611	31.24
1V9H-1DLC-9RKJ	11/09/2026	HS-02622	60" Wide Fleece Horses Blue Background F	01 000 000 340 1000 611	68.97
1V9H-1DLC-9RKJ	11/09/2026	HS-02622	Riley Blake Confetti Cottons Color White	01 000 000 340 1000 611	54.00
1V9H-1DLC-9RKJ	11/09/2026	HS-02622	10 yd. Bolt Solid Anti-Pill Polar Fleece	01 000 000 340 1000 611	65.95
1V9H-1DLC-9RKJ	11/09/2026	HS-02622	Homaxy Large Premium Cotton Kitchen Towe	01 000 000 340 1000 611	64.77
1V9H-1DLC-9RKJ	11/09/2026	HS-02622	Homaxy 100% Cotton Waffle Weave Kitchen	01 000 000 340 1000 611	44.07

Checking Account: 1 **Fund 01**

1V9H-1DLC-9RKJ	11/09/2026	HS-02622	SHIPPING	01 000 000 340 1000 618	13.99

Check Number: 201869 Check Type: Check Check Date: 11/10/2026 Vendor: BOSCH BOSCH LUMBER COMPANY Check Total: 621.53

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
20261109	11/09/2026	POELEM-05160	BLADE SAW, HDED PREMIUM ULAY	01 000 000 000 2600 611	85.87
20261109	11/09/2026	POELEM-05160	PINE BOARD FOR BUS	01 000 000 000 2700 611	13.64
20261109	11/09/2026	POELEM-05160	PINE BOARD, PREMIUM STUDS, COARSE BLACK	01 000 000 310 1000 611	522.02

Check Number: 201870 Check Type: Check Check Date: 11/10/2026 Vendor: BRONSONS BRONSON'S MARKETPLACE Check Total: 845.35

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
20261109	11/09/2026	POELEM-05159	VOAG SUPPLIES	01 000 000 310 1000 611	32.83
20261109	11/09/2026	POELEM-05159	FACS SUPPLIES	01 000 000 340 1000 611	812.52

Check Number: 201871 Check Type: Check Check Date: 11/10/2026 Vendor: CITYAIR CITY AIR MECHANICAL, INC Check Total: 265.00

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
53954	11/09/2026	POELEM-05149	PLUMBING UNDER SINK AT 96 HIGH ST NEEDED	03 000 000 000 4210 610	265.00

Check Number: 201872 Check Type: Check Check Date: 11/10/2026 Vendor: COLE COLE PAPERS INC. Check Total: 2,613.07

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
10786848	11/09/2026	POELEM-05141	PLEATED FILTERS	01 000 000 000 2600 611	638.10
10786848	11/09/2026	POELEM-05141	PEPER TOWEL, CAN LINERS	01 000 000 000 2600 611	1,045.00
10786848	11/09/2026	POELEM-05141	FILTERS	01 000 000 000 2600 611	929.97

Check Number: 201873 Check Type: Check Check Date: 11/10/2026 Vendor: CONCSOL CONCEPTUAL SOLUTIONS, INC. Check Total: 7,964.00

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
1462	11/09/2026	ELEM-04004	STORM DAMAGE REPAIR - ELEMENTARY FRONT E	03 000 000 000 4220 435	7,964.00

Check Number: 201874 Check Type: Check Check Date: 11/10/2026 Vendor: CONSOLTEL CONSOLIDATED TELECOM INC Check Total: 1,683.10

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
20261109	11/09/2026	POELEM-05136	PHONE BILL OCT 2026	01 000 000 000 2600 531	1,683.10

Check Number: 201875 Check Type: Check Check Date: 11/10/2026 Vendor: COWBOYSTAT COWBOY STATION Check Total: 513.21

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
20261109	11/09/2026	POELEM-05155	TRANSORTATION DIESEL	01 000 000 000 2700 627	513.21

Check Number: 201876 Check Type: Check Check Date: 11/10/2026 Vendor: DAKDUST DAKOTA DUST-TEX, INC. Check Total: 171.60

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
20261109	11/09/2026	POELEM-05151	MATS 0906853	01 000 000 000 2600 435	57.20
20261109	11/09/2026	POELEM-05151	MATS 0908222	01 000 000 000 2600 435	57.20
20261109	11/09/2026	POELEM-05151	MATS 0909610	01 000 000 000 2600 435	57.20

Check Number: 201877 Check Type: Check Check Date: 11/10/2026 Vendor: DRSENTERPR DRS ENTERPRISES LLC Check Total: 21,482.00

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount

Checking Account: 1 **Fund 01**

0212745	11/09/2026	ELEM-04026	This is the sign that was replaced at th	03 000 000 000 4220 435	21,482.00

Check Number: 201878 Check Type: Check Check Date: 11/10/2026 Vendor: ENERGYTECH ENERGY TECH SYSTEMS, INC. Check Total: 1,268.12

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
20261109	11/09/2026	POELEM-05153	MECHANICAL EMPTIED COOLING TOWER FOR WIN	01 000 000 000 2600 450	160.00
20261109	11/09/2026	POELEM-05153	MECHANICAL IS REPLACING HP-107 IN BUSINE	01 000 000 000 2600 450	788.12
20261109	11/09/2026	POELEM-05153	HP THAT WAS JUST HOOKED UP RUNNING AT HI	01 000 000 000 2600 450	160.00
20261109	11/09/2026	POELEM-05153	LIBRARY HP-10 IS CYCLING ON & OFF, SERVE	01 000 000 000 2600 450	80.00
20261109	11/09/2026	POELEM-05153	COOLING TOWER WAS SHUT OFF FOR SEASON BU	01 000 000 000 2600 450	80.00

Check Number: 201879 Check Type: Check Check Date: 11/10/2026 Vendor: FORUCOMM FORUM COMMUNICATIONS COMPANY Check Total: 120.00

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
20261109	11/09/2026	POELEM-05170	KILLDEER/WEST DUNN FIRE DEPT, RED RIBBON	01 000 000 000 2500 540	120.00

Check Number: 201880 Check Type: Check Check Date: 11/10/2026 Vendor: FUINS FARMERS UNION INSURANCE Check Total: 126.00

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
12350206	11/09/2026	POELEM-05177	2024 FORD EXPEDITION FROM GIRLS GOLF TEA	01 000 000 000 2700 520	126.00

Check Number: 201881 Check Type: Check Check Date: 11/10/2026 Vendor: HARDJUST Justin Harderson Check Total: 12.97

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
20261109	11/09/2026	POELEM-05171	SHOP TOWELS, MILK CRATES	01 000 000 000 2700 611	12.97

Check Number: 201882 Check Type: Check Check Date: 11/10/2026 Vendor: HOTLUNCH HOT LUNCH ACCOUNT Check Total: 608.00

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
20261109	11/09/2026	POELEM-05144	MILK REIMBURSEMENT - OCT 2026	01 000 000 110 1000 610	202.50
20261109	11/09/2026	POELEM-05144	MILK REIMBURSEMENT - OCT 2026	01 000 000 120 1000 611	405.50

Check Number: 201883 Check Type: Check Check Date: 11/10/2026 Vendor: ICON ICON ARCHITECTURAL GROUP Check Total: 3,437.50

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
20260221	11/09/2026	POELEM-05174	CIVIL CONSULTANT	03 000 000 000 4220 435	3,437.50

Check Number: 201884 Check Type: Check Check Date: 11/10/2026 Vendor: JEBUILDERS JE BUILDERS LLC Check Total: 3,364.70

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
1156	11/09/2026	POELEM-05173	DEMO ALL ROTTEN SUBFASCIA, INSTALL 120FT	03 000 000 000 4220 435	3,364.70

Check Number: 201885 Check Type: Check Check Date: 11/10/2026 Vendor: KRAUANDER KRAUS-ANDERSON CONSTRUCTION COMPANY Check Total: 98,595.69

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
80189	11/09/2026	POELEM-05166	ELEM UPDATES APP 15 INV#80189	03 000 000 000 4220 435	98,595.69

Check Number: 201886 Check Type: Check Check Date: 11/10/2026 Vendor: LEARNWELL LEARNWELL Check Total: 567.50

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount

Checking Account: 1 **Fund 01**

INV339962	11/09/2026	POELEM-05154	HOSPITAL TUTORING	01 000 000 140 1000 561	567.50

Check Number: 201887 Check Type: Check Check Date: 11/10/2026 Vendor: LEIEDAV DAVID LEIER Check Total: 353.00

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
20261109	11/09/2026	POELEM-05158	CTE TRAVEL REIMBURSEMENT - OCT 2026	01 000 000 310 1000 580	353.00

Check Number: 201888 Check Type: Check Check Date: 11/10/2026 Vendor: MAGNELEC MAGNUM ELECTRIC, INC Check Total: 380.00

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
115902	11/09/2026	POELEM-05148	TROUBLESHOOT LIGHTS AT HIGH SCHOOL	01 000 000 000 2600 450	380.00

Check Number: 201889 Check Type: Check Check Date: 11/10/2026 Vendor: MDU MONTANA DAKOTA UTILITIES CO. Check Total: 22,020.06

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
20261109	11/09/2026	POELEM-05157	ELEC 139 4TH AVE NW	01 000 000 000 2600 621	48.51
20261109	11/09/2026	POELEM-05157	ELEC 421 3RD AVE NE	01 000 000 000 2600 621	81.73
20261109	11/09/2026	POELEM-05157	ELEC PORTABLES	01 000 000 000 2600 621	1,058.93
20261109	11/09/2026	POELEM-05157	ELEC HEATER PLUGINS	01 000 000 000 2600 621	17.31
20261109	11/09/2026	POELEM-05157	ELEC ATHLETIC FIELD	01 000 000 000 2600 621	269.38
20261109	11/09/2026	POELEM-05157	ELEC 101 HIGH ST NW	01 000 000 000 2600 621	7,840.03
20261109	11/09/2026	POELEM-05157	ELEC 1415 HIGH ST NW	01 000 000 000 2600 621	8,706.32
20261109	11/09/2026	POELEM-05157	GAS 1415 HIGH ST NW	01 000 000 000 2600 622	3,085.38
20261109	11/09/2026	POELEM-05157	GAS 139 4TH AVE NW	01 000 000 000 2600 622	28.72
20261109	11/09/2026	POELEM-05157	GAS 101 HIGH ST NW	01 000 000 000 2600 622	732.64
20261109	11/09/2026	POELEM-05157	GAS 1415 HIGH ST NW (GEN)	01 000 000 000 2600 622	151.11

Check Number: 201890 Check Type: Check Check Date: 11/10/2026 Vendor: MENARDSDIC MENARDS DICKINSON Check Total: 779.72

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
86951	11/09/2026	POELEM-05150	8' BANQUET TABELS	01 000 000 000 2600 611	639.84
86951	11/09/2026	POELEM-05150	ALDER PULLDOWN CHR FOR 96 HIGH ST	03 000 000 000 4210 610	139.88

Check Number: 201891 Check Type: Check Check Date: 11/10/2026 Vendor: NDCENTER ND CENTER FOR DISTANCE EDUCATION Check Total: 3,435.00

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
ORD-39812-KOM1K6	11/09/2026	ELEM-04025	NDCDE classes	01 000 000 120 1000 560	1,145.00
ORD-39939-T5D4S1	11/09/2026	HS-02635	[redacted] Classes	01 000 000 140 1000 561	1,374.00
ORD-39939-T5D4S1	11/09/2026	HS-02635	[redacted] Classes	01 000 000 140 1000 561	916.00

Check Number: 201892 Check Type: Check Check Date: 11/10/2026 Vendor: NDFFA ND FFA ASSOCIATION Check Total: 1,980.00

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
2622	11/09/2026	HS-02630	National Affiliation Fees for 176-200 St	01 000 000 310 1000 731	1,065.00
2622	11/09/2026	HS-02630	State Affiliation Fees for 176-200 Stude	01 000 000 310 1000 731	915.00

Check Number: 201893 Check Type: Check Check Date: 11/10/2026 Vendor: NDSBA NDSBA Check Total: 253.50

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
1026	11/09/2026	ELEM-04024	Oct 2026 Legal Direct Services	01 000 000 000 2500 330	58.50
1026	11/09/2026	ELEM-04024	Oct 2026 Legal Direct Services	01 000 000 000 2500 330	195.00

Checking Account: 1 **Fund 01**

Check Number	Check Type	Check Date	Vendor		Check Total
201894	Check	11/10/2026	NUVENTO	NUVENTO	900.00

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
NUV_222655	11/09/2026	POELEM-05152	EDUHEALTH VER 4 - NOV 2026	01 000 000 200 2835 810	900.00

Check Number	Check Type	Check Date	Vendor		Check Total
201895	Check	11/10/2026	OTIS	OTIS ELEVATOR COMPANY	988.75

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
CLB15862200	11/09/2026	POELEM-05145	ELEVATOR STUCK ON UPPER FLOOR PER SHELLY	01 000 000 000 2600 435	988.75

Check Number	Check Type	Check Date	Vendor		Check Total
201896	Check	11/10/2026	PERFOFFICE	PERFORMANCE OFFICE PAPERS	1,256.00

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
002995	11/09/2026	POHS-00198	BULK PAPER ORDER 26-27	01 000 000 130 1000 611	376.80
002995	11/09/2026	POHS-00198	BULK PAPER ORDER 26-27	01 000 000 140 1000 611	879.20

Check Number	Check Type	Check Date	Vendor		Check Total
201897	Check	11/10/2026	PFM	PFM FINANCIAL ADVISORS, LLC	5,000.00

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
144701	11/09/2026	ELEM-04008	2026 Defeasance of 2020A and 2021 Bonds	04 000 000 000 6100 810	5,000.00

Check Number	Check Type	Check Date	Vendor		Check Total
201898	Check	11/10/2026	PRAIRIEAU	PRAIRIE AUTO PARTS	68.26

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
20261109	11/09/2026	POELEM-05165	HI POWER IND V-BELT	01 000 000 000 2600 611	48.12
20261109	11/09/2026	POELEM-05165	COOLANT ANTIFREEZE BUS 404	01 000 000 000 2700 611	20.14

Check Number	Check Type	Check Date	Vendor		Check Total
201899	Check	11/10/2026	QUADIENT2	QUADIENT FINANCE USA, INC.	500.00

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
20261109	11/09/2026	POELEM-05169	POSTAGE	01 000 000 000 2500 431	500.00

Check Number	Check Type	Check Date	Vendor		Check Total
201900	Check	11/10/2026	REALLY	REALLY GOOD STUFF, LLC	285.36

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
9267329	11/09/2026	2026-0023	GROWTH MINDSET PENCILS, MEGA MARBLE RACE	01 000 000 110 1000 610	47.01
9267329	11/09/2026	2026-0023	MINDSET PENCILS	01 000 000 110 1000 610	9.48
9267329	11/09/2026	2026-0023	WELCOME BACK TO SCHOOL PENCILS	01 000 000 110 1000 610	9.48
9315505	11/09/2026	2026-0043	BOOK BASKETS LARGE SET OF 6	01 000 000 120 1000 611	46.54
9317744	11/09/2026	2026-0040	DRY ERASE SHEET, STARS AND SWIRLS 24 PK	01 000 000 110 1000 610	47.48
9317744	11/09/2026	2026-0040	EX SPECTACULAR SENSORY FOA, TAPE	01 000 000 110 1000 610	27.53
9320778	11/09/2026	2026-0030	ROUND CUSHINS EARTHTONE	01 000 000 120 1000 611	97.84

Check Number	Check Type	Check Date	Vendor		Check Total
201901	Check	11/10/2026	SECURLY	SECURLY, INC	1,272.00

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
155970	11/09/2026	HS-02633	Securly Yearly Subscription	01 000 000 140 1000 670	1,272.00

Check Number	Check Type	Check Date	Vendor		Check Total
201902	Check	11/10/2026	SHREDND	SHRED ND	94.60

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
21238	11/09/2026	POELEM-05147	2 265 gal shred containers	01 000 000 000 2500 430	94.60

Checking Account: 1 **Fund 01**

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
Check Number: 201903 Check Type: Check	Check Date: 11/10/2026	Vendor: SOLUTREE	SOLUTION TREE	Check Total:	2,240.00
S351577	11/09/2026	POELEM-05176	VIDEO CONFERENCE WITH AMY WILLIAMS ON NO	01 000 000 000 2210 300	896.00
S351577	11/09/2026	POELEM-05176	VIDEO CONFERENCE WITH AMY WILLIAMS ON NO	01 068 000 261 1000 300 2026	1,344.00
Check Number: 201904 Check Type: Check	Check Date: 11/10/2026	Vendor: THERSOLU	THERAPY SOLUTIONS	Check Total:	6,661.00
69010	11/09/2026	POELEM-05143	CONCUSSION TESTING AND GAME COVERAGE 7.2	01 000 000 420 3400 890	3,225.00
69010	11/09/2026	POELEM-05143	CONCUSSION TESTING AND GAME COVERAGE 9.1	01 000 000 420 3400 890	3,436.00
Check Number: 201905 Check Type: Check	Check Date: 11/10/2026	Vendor: TWOTREES	TWOTREES TECHNOLOGIES	Check Total:	4,596.25
67314	11/09/2026	ELEM-03971	MS ESS licenses	01 000 000 110 1000 670	367.70
67314	11/09/2026	ELEM-03971	MS ESS licenses	01 000 000 120 1000 670	2,114.27
67314	11/09/2026	ELEM-03971	MS ESS licenses	01 000 000 130 1000 670	689.44
67314	11/09/2026	ELEM-03971	MS ESS licenses	01 000 000 140 1000 670	1,424.84
Check Number: 201906 Check Type: Check	Check Date: 11/10/2026	Vendor: WESTCHOICE	WESTERN CHOICE COOPERATIVE	Check Total:	13,662.12
20261109	11/09/2026	POELEM-05163	SQUEEGEE, EXTENSION POLE,SEALANT, 2.5 HP	01 000 000 000 2600 611	522.36
20261109	11/09/2026	POELEM-05163	MAINT. GAS	01 000 000 000 2600 626	115.95
20261109	11/09/2026	POELEM-05163	MAINT. DIESEL	01 000 000 000 2600 627	57.53
20261109	11/09/2026	POELEM-05163	CAR WASH-EXPEDITION	01 000 000 000 2700 611	25.00
20261109	11/09/2026	POELEM-05163	TRANSPORTATION GAS	01 000 000 000 2700 626	187.24
20261109	11/09/2026	POELEM-05163	15W-40 OIL	01 000 000 000 2700 671	61.00
20261109-0001	11/09/2026	POELEM-05164	POWER STEERING FLUID, SHOP TOWELS	01 000 000 000 2700 611	14.44
20261109-0001	11/09/2026	POELEM-05164	TRANSORTATION GAS	01 000 000 000 2700 626	199.39
20261109-0001	11/09/2026	POELEM-05164	TRANSPORTATION DIESEL	01 000 000 000 2700 627	12,479.21
Check Number: 201907 Check Type: Check	Check Date: 11/10/2026	Vendor: WESTHEATIN	WESTERN HEATING & AIR LLC	Check Total:	1,514.00
00766	11/09/2026	POELEM-05140	WALK-IN FREEZER IN KITCHEN IS LOW ON REF	01 000 000 000 2600 450	495.00
00766	11/09/2026	POELEM-05140	WORKED ON HEAT PUMP NUMBER 10 IN MECHANI	01 000 000 000 2600 450	1,019.00
Check Number: 201908 Check Type: Check	Check Date: 11/10/2026	Vendor: WESTRI	WEST RIVER STUDENT SERVICES	Check Total:	23,818.42
20261109	11/09/2026	POELEM-05137	OCT 2026 SPEECH PARA SERVICES (BECKY BOE	01 000 000 255 1000 430	5,892.11
20261109	11/09/2026	POELEM-05137	OCT 2026 SPEECH SERVICES (JESSICA	01 000 000 255 1000 430	13,314.56

Checking Account: 1 **Fund 01**

			BUCKMA		
20261109	11/09/2026	POELEM-05137	GAS	01 000 000 255 1000 580	214.57
20261109	11/09/2026	POELEM-05137	OIL CHANGE	01 000 000 255 1000 580	93.90
20261109	11/09/2026	POELEM-05137	GAS	01 000 000 255 1000 580	62.66
20261109	11/09/2026	POELEM-05137	SUPPLIES	01 000 000 255 1000 611	15.99
20261109	11/09/2026	POELEM-05137	SLP NOW ANNUAL MEMBERSHIP	01 000 000 255 1000 810	249.00
20261109-0001	11/09/2026	POELEM-05138	OCT 2026 TEACH OF THE HEARING IMPAIRED S	01 000 000 255 1000 430	360.57
20261109-0001	11/09/2026	POELEM-05138	LEASED CAR	01 000 000 255 1000 580	70.44
20261109-0001	11/09/2026	POELEM-05138	GAS	01 000 000 255 1000 580	15.05
20261109-0002	11/09/2026	POELEM-05161	OCTOBER 2026 OCCUPATIONAL THERAPY SERVIC	01 000 000 255 1000 430	3,277.78
20261109-0002	11/09/2026	POELEM-05161	LEASED CAR	01 000 000 255 1000 580	80.68
20261109-0002	11/09/2026	POELEM-05161	GAS	01 000 000 255 1000 580	138.57
20261109-0002	11/09/2026	POELEM-05161	SUPPLIES	01 000 000 255 1000 611	18.07
20261109-0002	11/09/2026	POELEM-05161	OR CONFERENCE	01 000 000 255 1000 810	14.47

*Denotes Expensed Invoice Item Checking Account ID: 1 Total without Voids: 247,060.79

B. Consider Going Out To Bid For a New Bus For the 2027-2028 School Year.

***PUBLIC COMMENT**: If you would like to sign up for public comment, please provide the following through the avenues listed:*

Your name & Agenda item on which you will be commenting

Via email: jeff.simmons@k12.nd.us at least one day prior to the meeting

Via phone: Call the school during normal business hours at 701-764-5877

In-person: Stop by the Superintendent's Office during normal business hours at 101 High Street NW, Killdeer, ND

Killdeer Public School District

Administration
Jeff Simmons, Superintendent
Brady Wilz, HS Principal
Andrew Cook, Elem Principal
Rhonda Zastoupil, Business

School Board
Kelli Schollmeyer, President
Stephanie Hardersen, Vice-President
Tara Bohmbach, Member
Joshua Burkeen, Member

INVITATION TO BID: 77- Passenger Conventional School Bus
Owner: Killdeer Public School District #16
Delivery Location: Killdeer Elementary School, 101 High Street NW, Killdeer, ND
Release Date: November 12, 2026
Bid Submission Deadline: Wednesday, January 13th, 2026, 5:00PM Mountain Time

Scope of Procurement:

The Killdeer Public School District #16 is formally requesting competitive bids for the purchase and delivery of one (1) new, unused 77-passenger conventional (Type C) school bus.

The purpose of this invitation to bid is to secure a safe, reliable, and durable vehicle to support the district's student transportation services. The selected vehicle must meet or exceed all current North Dakota Department of Public Instruction regulations, Federal Motor Vehicle Safety Standards (FMVSS), and the specific environmental demands of regional winters and rural terrain.

Bidders are required to provide comprehensive pricing that encompasses the complete vehicle build, specified warranty packages, and all associated delivery fees to the Killdeer Public School district facility.

ITEM-SPECIFICATION REQUIRED	Yes	No
1. Capacity a. 77 passenger body seated to 71 for maximum kneeroom b. 78” minimum Headroom		
2. Seating a. 3 passengers to a seat, 39” X 45” FMVSS Seats b. Maximum Seat Spacing/Kneeroom c. Blue Fireblock Upholstery – Seats & Barriers d. Black Padded Shoulder Rails		
3. Drivers Seat a. Heated Air Ride Suspension Seat with Dual Arm Rests b. Vertical/Horizontal/Recline/Lumbar adjustable c. 3 Point Drivers Seat Belt with Retainer		
4. Windshield Wipers a. Heavy Duty Wet Arm Wipers with Intermittent Settings b. Single Bottom Mount Wiper System with Overlapping Blades		
5. Windshield		

a. Shaded Band at Top of Windshield b. One Piece		
6. Storm Glass in the following locations: a. Top & Bottom Entrance Door b. Drivers Window c. First Passenger Window on Right and Left Side d. Any Side Window Forward of Entrance Door		
7. Windows a. Tinted to 28% Light Transmission b. 12” Sash Height, Split Sash Passenger Windows c. Label Int. and Ext. and Reflective Taping on escape Windows d. Two Push out Escape windows per side with buzzers e. Sashes Painted Black		
8. Mirrors a. Dual Manual Adjust Rear View Mirrors b. 2 Heated, Front Mounted. Cross view mirrors c. 6” x 30” Interior mirror, safety trimmed, with Sun Visor d. 6” x 18” Drivers Tinted Side Visor		
9. Doors *a.* **2-Leaf, Outward Opening, Manual Doors** **Not a disqualifier but preferred* b. LED Entrance Light Aft of Door c. Vandal Locks for Front & Rear Doors with Pilot Lamp d. 3 Point Latching Mechanism for Rear Door e. Lettering and Reflective taping around rear emergency door f. Rear Door Glass Guard		
10. Roof Vents/Hatches a. 2 quantity, 5 position, Roof Vents/Hatches, with buzzer b. Reflective taping around roof hatches to State and Fed specs.		
11. Heaters a. Booster Pump for Rear Heaters b. Three Heaters in Passenger Area minimum 84,000 BTUs c. Right Front Stepwell Heater d. Left Front Driver/Defroster Heater e. All heaters must have aluminum filters to protect core f. Separate switches for all heaters g. Constant Torque Clamps for all heaters		

12. Fans a. 2 Defrost Fans-Left and Right of driver, adjustable, 2 speeds b. 6" fans with metal guards		
13. Wiring a. LED Step Light Wired to Clearance Lights and door control b. Color & Number Coded wiring system		
14. Warning Lights a. Flashers - 8 Lamp System, switched per State Specs. b. 12/16 Light Monitor c. Black painted area behind lamps d. 7" Stop/Directional/Backup Tail Lights e. Additional LED 4" Brake and 4" Backup Lamps f. Strobe Light, 3.25" low profile, mounted on rear roof		
15. Dome Lights a. Separate Driver Dome Lamps Above Driver and Stepwell b. Maximum Dome Lights with Dimmers c. Separate Switches for Driver and Passenger lights d. Interior Stepwell Lamp with Exterior Entrance Door Lamp		
16. Switch Panel a. Rheostat Switch for Switch Panel lights		
17. Master Switch a. Master Body Electrical Disconnect Switch When Key Off		
18. Stop Arm a. 1 Front Left Side Mounted b. 18" Octagon (c) With Flashing Red Lights c. Red with White Letters both reflective surfaces		
19. Radio/Accessories a. AM/FM/Weather band Stereo Radio with interior page system b. Premium Speakers		
20. Lettering on Sides – 6" a. Per Customer Specifications b. Per State and Federal Regulations c. Bus # both sides, front and rear d. Capacity Lettering Inside & Outside of Bus, 2" e. Reflective Signs front and rear to state and federal specs.		

21. Exterior Paint a. Polyurethane School Bus Yellow with black trim and rub rails b. Baked on, high solid content, chip and corrosion tested. c. Reflective taping on rear and sides to state and federal specs.		
22. Engine Noise Reduction Package a. Perforated Acoustic Ceiling Panels over entire ceiling b. Maximum Insulation and Sound Abatement in floorboard, stepwell, and firewall area for maximum noise and thermal insulation.		
23. Back up alarm – 112db minimum		
24. Insulation 2”-Roof, Sides and 1 ½”Bow Cavities, Maximum side and roof insulation		
25. Mud Flaps a. Front and Rear b. Heavy Duty Rubber		
26. Rails a. 4 rails total per side including bottom of skirt “snow rail” b. 2 Rails Wrap Around to Emergency Door, 1 on Each Side c. All rails painted black		
27. Floor a. 5/8” Plywood Floor b. Galvalume or Severe Salt/Marine G90 Galvanized steel floor c. Rubber Pattern-cut (“Seamless”) Floor Cover, wheelwells also d. Floor and Stepwell to be Gray in color e. Entrance Step Treads with Nosing f. 13” Rubber treaded aisle, water/dust sealed seams g. Aisle defined with seam covers each side		
28. Fuel a. Exterior Fuel Filler Door with latch b. Fuel Sending Inspection Plate in interior floor		
29. Tow Hooks a. 2 Rear		
30. Storage Compartments a. Over Windshield, with latch, b. Cup Holders in Driver Area c. Clipboard Pocket to Left of Driver and Center of Dash		
31. Installed Surveillance Camera System		
32. First Aid Kit to State Specs		
33. Biohazard/Body Fluid Kit to State Specs		

34. 10 lb. Fire Extinguisher charged and mounted		
35. Include 3yr/50,000 mile warranty on Body.		
36. Delivery 37. FOB Customer Location		
38. GVWR a. Bidder to specify GVWR		

Bus Chassis Specifications

ITEM-SPECIFICATION REQUIRED	Yes	No
1. Engine a. 250 HP / 660 Torque minimum Diesel **Turned up to run 80 mph on interstate.** **Not a disqualifier but preferred.* b. Electric On / Off Engine Fan c. 5 year / 100,000 mile engine warranty		
2. Engine Components a. Block Heater – 750 Watt/120 Volt minimum b. 150 Watt Oil Pan Heater using same plug as Block Heater c. Heated Fuel Water Separator d. Engine Exhaust Brake (e) 160 Amp minimum Alternator ~~e. 17,000 BTU Fuel Burning auxiliary heater with 24 Hour Timer~~ f. Yellow Winterfront and Bug Screen		
3. Gauges a. Speedometer with Odometer b. Tachometer c. Voltmeter d. Hourmeter e. Engine Oil Pressure f. Turbo Pressure g. Water Temperature h. Transmission Temperature		
4. Radiator a. Aluminum tank and core b. Minus 30 Degree Antifreeze		

5. Battery a. Three batteries b. 12 Volt-Dual Batteries 1900 CCA minimum c. Master Shut Off In Battery Box		
6. Transmission a. Automatic Transmission with Cooler and Temperature Gauge b. Automatic, electronic 6 speed to match engine rating c. 7 Year / Unlimited Mileage Extended Warranty		
7. Wheel Base a. Appropriate to Body Length b. Bidder Specify expected turning radius		
8. Rear Axle a. Ratio: To achieve and maintain 75 mph at 2300rpm maximum. b. 21,000 lb. Rear Axle Minimum		
9. Rear Suspension a. 21,000 lb. Tapered Leaf Spring b. Shock Absorbers		
10. Front Axle a. 10,000lb minimum Front Axle b. Front Taper-Leaf Springs appropriate for vehicle size c. Bidder specify suspension capacity for best ride characteristics		
11. Tires a. 11R X 22.5 14-ply minimum Mud and Snow Rear b. 11R X 22.5 14-ply minimum Front		
12. Wheels a. 22.5 X 8.25 Black, 10 Hole, Hub Piloted, Steel Disc b. Front Bearing Oil Seals w/ inspection Windows		
13. Brakes a. Front & Rear Antilock Hydraulic Brake System b. With Dust Shields		
14. Power Steering a. Tilt and Telescoping Steering Column b. Cruise Control, switches on instrument panel c. Electronic Control Throttle		

15. Electrical a. Chassis Wiring Color and Number Coded b. Dual Electric Horns c. Halogen Headlights d. Daytime Running Lights e. Backup Lights to Illuminate with Emergency Door Open		
16. Easy Tilt Hood (17 Pound Maximum) a. Prefer No springs required in open or close mechanism b. Prefer No latches required to hold hood open		
17. Fuel Tank a. 100 Gallon minimum b. Located between rear rails, behind rear axle.		
18. Bumper a. Heavy Duty Front Bumper		
19. Tow Hooks a. Two Front		
20. SEII Air Deflector		
21. SEII Air Deflector		
22. Zonar: a. Diagnostic Codes sent to email for length of Engine Warranty b. vehicle location and other subscription-based services c. EVIR Priovision		

Dealership Information *This information will be read at the bid opening at the December 2026 School Board Meeting.*	
Dealership Name	
City, State, Zip	
Telephone Number	
Email Address	
Basic Bus Information *This information will be read at the bid opening at the December 2026 School Board Meeting.*	
Chassis Make/Model	
Body Make/Model	
Engine Type & HP	
Transmission	

Base Bid Pricing

This information will be read at the bid opening at the December 2026 School Board Meeting.

Item Description		**Total Cost**
Base Price	*One (1) New, Unused 77-Passenger Conventional (Type C) School Bus meeting all North Dakota DPI and FMVSS requirements.*	**$**
Delivery / Freight Charges	*FOB Destination to Killdeer Public School District,101 High Street Killdeer, ND.*	**$**
TOTAL BASE BID PRICE		**$**

Administration
Jeff Simmons, Superintendent
Brady Wilz, HS Principal
Andrew Cook, Elem Principal
Rhonda Zastoupil, Business

School Board
Kelli Schollmeyer, President
Stephanie Hardersen, Vice-President
Tara Bohmbach, Member
Joshua Burkeen, Member

Bidder Signature & Verification

By signing below, the bidder certifies that they have carefully examined the specifications, requirements, and conditions of this Invitation to Bid (ITB) issued by Killdeer Public School District #16. The undersigned agrees to furnish the requested 77-passenger conventional school bus in accordance with all terms, specifications, and state/federal regulations outlined herein, at the price indicated in their submitted proposal.

The bidder further verifies under penalty of perjury that this bid is made without any prior understanding, agreement, or connection with any corporation, firm, or person submitting a bid for the same materials, supplies, or equipment, and is in all respects fair and without collusion or fraud.

Authorized Representative	
Printed Name	
Title	
Authorized Signature	
Date	

C. Facilities Strategic Planning Committee Report and Recommendations
D. Consider Going out to Bid for Identified Facility Improvements.

***PUBLIC COMMENT**: If you would like to sign up for public comment, please provide the following through the avenues listed:*

Your name & Agenda item on which you will be commenting

Via email: jeff.simmons@k12.nd.us at least one day prior to the meeting

Via phone: Call the school during normal business hours at 701-764-5877

In-person: Stop by the Superintendent's Office during normal business hours at 101 High Street NW, Killdeer, ND

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Cowboys

School Board
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Stephanie Hardersen, Vice-President
Tara Bohmbach, Member
Joshua Burkeen, Member

KILLDEER PUBLIC SCHOOL DISTRICT #16 OFFICIAL INVITATION TO BID

To: Superintendent Jeff Simmons | 101 High Street NW | Killdeer, ND 58640
Project: Grandstand Structural Life-Extension & Moisture Remediation
Location: Killdeer Football Field & Track, Killdeer, ND
Release Date: *****

1. PURPOSE & PROJECT BACKGROUND

Killdeer Public School District #16 is requesting sealed competitive proposals from qualified contractors for the surface protection of the existing concrete and masonry grandstands at the Killdeer Elementary Football Field & Track. Guided by the October 14, 2026, Grandstand Structural Inspection Report prepared by WSTRUCTURAL Engineers, this project executes a targeted life-extension strategy. The primary mechanical goal is moisture remediation through an advanced, completely breathable barrier system designed to secure an additional 10 to 15 years of operational safety. The selected contractor will be required to furnish all labor, equipment, materials, and insurance necessary to complete the project.

2. SCOPE OF WORK

- **Phase I: Demolition, Preparation & Site Work**
    - Complete mechanical removal of all existing failed cementitious plaster/stucco coatings across the vertical faces of the Concrete Masonry Unit (CMU) risers to completely expose the underlying block structure.
    - Mechanical or chemical stripping of all existing non-breathable, film-forming paint layers from horizontal concrete slabs, landings, and walking paths down to bare concrete.
    - Debris containment, temporary safety barriers, and disposal of all waste in compliance with environmental regulations.

- **Phase II: Structural Concrete Repair & Crack Sealing**
    - **Slab Crack Remediation:** Mechanical routing, cleaning, and sealing of all transverse and longitudinal concrete slab cracks utilizing a premier, flexible exterior polyurethane sealant (BASF MasterSeal NP-1 or pre-approved equivalent).
    - **Concrete Spall Patching:** Chipping deteriorated concrete zones (specifically at the southwest corner stairs and adjacent to the press box) down to sound substrate and filling with an exterior-grade, traffic-bearing polymer-modified repair mortar.
    - **CMU Block & Joint Stabilization:** Removal and replacement of severely fractured outer block shells using 4”x8”x16” solid CMU blocks to ensure permanent slab support. Tuckpoint all compromised block joints with an approved structural masonry mortar.
- **Phase III: Breathable Coatings & Traction Systems**
    - **Riser Coating:** Application of a highly breathable exterior masonry coating system or specialized stain to the CMU block face, ensuring subterranean vapor can escape freely.
    - **Walkway Quartz System:** Application of a clear, breathable penetrating silane/siloxane water-repellent sealer to all walking treads, heavily broadcasted while wet with high-durability, kiln-dried *Sika Quartz Sand* to form a permanent slip-resistant surface.
    - **Safety Stair Treads:** Mechanical anchoring of heavy-duty, fluted aluminum non-slip safety stair nosings with integrated abrasive grit surfaces on all primary stadium stairs.

4. CONTRACTOR BID PRICING SHEET

Bidders must fill out all line items completely. Incomplete bid sheets will be rejected.

Item #	Description of Work / Materials	Estimated Quantity	Unit Price	Total Cost
01	**Phase I:** Demolition & Site Prep - Includes total removal of failed riser plaster/stucco, stripping non-breathable slab paint down to bare concrete, debris containment, and certified waste disposal.	1 Lump Sum		
02	**Phase II:** Concrete Slab Crack Routing & Sealing - Includes mechanical routing, debris clearance, and injection/caulking with flexible polyurethane BASF MasterSeal NP-1 or pre-approved equivalent.	1 Lump Sum		
03	**Phase II:** Concrete Spall Patching & Mortar Repair - Includes chipping down deteriorated areas at SW stairs and adjacent to press box down to sound substrate, and application of traffic-bearing polymer repair mortar.	Full Area		
04	**Phase II:** CMU Block Replacement & Tuckpointing - Includes removal of broken outer block faces, installation of new 4"x8"x16" solid replacement blocks, and structural joint tuckpointing.	Full Area		
05	**Phase III:** Riser Breathable Coating - Includes supply and precision application of high-performance, moisture-permeable exterior masonry coating system or stain over newly exposed CMU faces.	Full Area		
06	**Phase III:** Walkway Penetrating Sealer & Sika Quartz Sand Broadcast. Includes clear breathable silane/siloxane base coat application immediately broadcast with non-slip kiln-dried quartz sand for spectator traction.	Full Area		
07	**Phase III Commercial Non-Slip Aluminum Stair Treads -** Includes procurement, fitting, and mechanical anchoring of heavy-duty, fluted safety stair nosings with integrated abrasive grit surfaces on primary stadium.	Price per linear Ft.		
08	Mobilization, Equipment Transport, and Waste Disposal Fees	1 Lump Sum		
TOTAL	**COMBINED BASE PROJECT BID AMOUNT (Items 1–7)**			**$_____**

4. BIDDER SIGNATURE & VERIFICATION

It is strongly recommended and expected that all prospective contractors/vendors conduct a thorough, independent onsite examination of the facility prior to submitting their formal proposal. The undersigned bidder declares that they have carefully examined the project specifications, the enclosed bid framework and have completed a facility inspection. The District reserves the right to disqualify or look unfavorably upon proposals submitted by contractors who skip the onsite inspection phase, judging them non-viable for project award due to insufficient localized project scoping.

The vendor agrees to perform all work in accordance with the terms outlined herein, including full compliance with NDCC § 48-01.2, NDCC § 43-07, NDDPI rules, and Killdeer Public School District policies.

To schedule a facility walk-through, contact the Killdeer Public School District Office. Jeff.Simmons@k12.nd.us (701) 764-5877

5. PROJECT TIMELINE

- Proposed Project Start Date: _____
- Estimated Days to Substantial Completion: _____ Calendar Days

---

Company Name: _____

Corporate Address: _____

Authorized Representative Name / Title: _____

Phone Number: _____ **Email:** _____

Signature: _____ **Date:** _____

E. Consider Updates to the Ancillary Handbook

***PUBLIC COMMENT**: If you would like to sign up for public comment, please provide the following through the avenues listed:*

Your name & Agenda item on which you will be commenting

Via email: jeff.simmons@k12.nd.us at least one day prior to the meeting

Via phone: Call the school during normal business hours at 701-764-5877

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KILLDEER PUBLIC SCHOOL
ANCILLARY HANDBOOK



2026-2027

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EMPLOYMENT INFORMATION

The Ancillary Handbook serves as your guide to employment practices with the Killdeer School District. However, it is not all inclusive of the district's policies as set forth by the Killdeer School Board.

This ancillary handbook is not considered to be a contract with ancillary employees. By state statute the School Board is under no legal obligation to meet with ancillary staff to review the handbook or to discuss salary and employment issues in an open forum. The handbook review process currently being followed is being done voluntarily by the School Board so that ancillary employees have input regarding the information put into the handbook. It should not be interpreted to mean that this is a negotiable process and should be understood that the School Board has the right to change the terms of this handbook at any time.

The Killdeer School District considers its ancillary employees vital to the smooth functioning of the school system. All employees of the district should work together as partners to provide the best possible learning environment for the children and youth of the district.

Your immediate supervisor(s) is interested in your success. Please consult them concerning any questions you may about your position, school policies, and practices, or employment benefits.

A period of 15 minutes in the morning and 15 minutes in the afternoon (or maximum of 30 minutes per day) is allowed for rest, relaxation, coffee breaks, etc., within the school for personnel working 5 consecutive hours or more.

Form the habit of getting to work on time. Promptness is one of the factors taken into consideration in evaluating your performance.

EQUAL EMPLOYMENT OPPORTUNITY

It shall be the policy of the Killdeer Public School District not to discriminate against any individual with respect to his/her compensation, terms, conditions, or privileges of employment, because of such individual's race, color, religion, sex, parental status, national origin, age, disability, genetic information, political affiliation, military service, or other non-merit-based factors.

DRUG FREE WORKPLACE

The Killdeer School District intends to maintain a drug-free workplace. The unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited in any building belonging to or used by the Killdeer School District or on the grounds of any such building or on any property or in any vehicle belonging to the Killdeer School District or at any school-related activity. See Appendix E.

TOBACCO FREE

The Killdeer Public School Board is dedicated to providing a healthy environment for staff, students, and its citizens. Because the use of tobacco is a highly addictive habit usually begun in the adolescent and teen years, the most effective means toward achieving a tobacco-free generation by the end of this century will be prevention of tobacco use by youth through education, positive adult role models, and aggressive action to limit and confine available tobacco areas. Smoking and the use of tobacco products shall be prohibited in all district buildings and school property including district-owned vehicles.

Refer to Policy ABBA.

SUBSTANCE ABUSE

The Killdeer Public School District recognizes chemical dependency as a treatable illness. The purpose of this policy is to assure that any employee having this illness will receive careful consideration and an offer of treatment presently extended to employees with other types of illness. Employees with the illness of chemical dependency shall qualify for the same employee benefits, which are provided for other medically certified illnesses. A realistic acceptance of this illness should encourage employees to take advantage of available treatment when needed.

The Killdeer Public School District is concerned about the effects which harmful chemical involvement has on the employee's job performance and personal life. For the purpose of this policy, harmful involvement occurs when an employee's consumption of mood-altering chemicals interferes with the employee's performance. See Appendix E.

SEXUAL HARASSMENT

The district's Sexual Harassment Policy is shown as Appendix B.

PAYROLL PERIODS

All ancillary employees shall be paid on the 10th and 25th of each month provided that they work during the corresponding pay periods. Pay periods run from the first of the month through the 15th, paid out on the 25th and from the 16th of the month through the end of the month, paid out on the 10th. If the 10th or 25th falls on a weekend or school holiday, payday will be on the previous working day.

IN-DISTRICT MEETINGS AND IN-SERVICE

All hourly employees who attend a mandatory meeting shall be paid for their time in attendance. Employees will not be paid for attending optional meetings.

EMPLOYEE RECORDS

Please notify the business office promptly of any change of name, address, telephone number, marital status, or number of dependents, so that employee records can be kept current.

FRINGE BENEFITS ELIGIBILITY

Refer to District Policy DCAB-BR-2

Ancillary employees are eligible to receive fringe benefits (sick leave, retirement, health insurance) when they are hired in a position requiring a minimum of 30 hours per week. They are also eligible to participate in the Section 125 plan if they work a minimum of 30 hours a week.

SECTION 125 PLAN

Employees who are eligible for fringe benefits have the option of enrolling in the district's Section 125 Plan. The three components of this plan are:

1. Insurance Premium Conversion
2. Health Flexible Spending Account (FSA)
3. Dependent Care Flexible Spending Account (FSA)

INTRODUCTORY PERIOD OF EMPLOYMENT

Each newly hired ancillary employee will be on probation for a period of forty (40) working days. The immediate supervisor(s) will make a written determination during this designated period as to continued employment. The Superintendent may waive the probation period for staff who have previous work experience in the district. All new employees hired must undergo a background check prior to being employed in the district.

EVALUATION POLICY

A newly hired employee will be evaluated twice the first year. The first evaluation will be done after completion of the introductory period. All other employees will be evaluated once each year by their immediate supervisor/building principal. Each employee will be given a copy of their evaluation with a copy being placed in their personnel file in the Business Office. This file in the Business Office will be subject to the Open Records Law.

EMPLOYMENT TERMINATION

1. The employment of any ancillary employee may be terminated at the will of the employee provided an advance notice of two (2) weeks is given to the school district.

2. Employment of any ancillary employee may be terminated at the will of the Killdeer Public School District. In the event the school district exercises this right of termination, the decision will be made by the District Superintendent.

3. In the event it becomes necessary to terminate any ancillary employee without giving the usual two-(2) week notice, such employment may be terminated without any notice to the employee upon action by the Superintendent of school.

4. If any ancillary position is eliminated within a department, the following action will take place. A determination will need to be made as to which position will be eliminated. Once that position has been determined, the remaining employees in the department will be assigned by the supervisor of that department. Assignment of positions needs to be done so that the department can function as efficiently as possible.

5. Any ancillary employee leaving the employment of the school district will receive payment for all days worked and all unused vacation days if applicable. Upon leaving the District the employee will not be paid out any unused sick leave. A day is defined as average hours worked per day.

WORKER'S COMPENSATION

Any employee who is injured in the line of duty shall receive such compensation and expenses as are prescribed by the Worker's Compensation Laws of North Dakota. The school district will pay the difference between Worker's Compensation received and the employee's regular rate of pay to the extent of the employee's earned accrual of sick leave and/or vacation pay. A Worker's Compensation claim will not be processed by the district until the injured employee has completed the appropriate forms, verified by the employee's administrative supervisor and submitted to the Business Manager's Office. The First Report of Injury (FROI) form can be found on the WSI website or the following link:

https://www.workforcesafety.com/WSI/ofroi/OFroiGeneral.aspx

ANCILLARY PAY SCHEDULE

Ancillary staff wages are determined by the Ancillary Staff Categories & Wage Scale. This wage scale is approved by the school board.

Miscellaneous pay rates (i.e. substitutes, training, resource room, summer school, activity bus drivers etc.) are listed in Appendix F.

All ancillary employee work agreements shall be based on an hourly rate.

SUBSTITUTE

All ancillary employees shall report to their immediate supervisor as soon as it is known that they will not be able to work due to illness or for any other reason. The supervisor will contact and notify the substitute when one should be required.

The hourly pay for an ancillary substitute will be based on the approved Ancillary Staff Categories and Wage Scale 2026-2027 for any substitute not holding a valid North Dakota Teachers License or Substitute License.

Substitutes who hold a valid North Dakota Teachers License or Substitute License shall be paid daily substitute teacher rates as defined in Appendix F (Effective 1-1-24 per Board action 1-10-24) Ancillary staff that hold a ND teacher's license or substitute license that clock in to the time clock system for their normal ancillary position and are later asked to substitute teach in another area should clock out of the time clock system and sign into the substitute teacher book in the front office. Long-term substitute teacher pay only applies when the substitute teacher is covering for the regular classroom teacher and only starts with day 11 when over 10 consecutive days in the same classroom.

An ancillary employee that substitutes for an equal position in a different department will get their current hourly rate of pay. Examples of this include:

- Elementary kitchen employee subbing for HS kitchen employee
- Elementary custodian subbing for HS custodian
- Paraprofessional moving to another classroom for the day as a paraprofessional, in the same school or different school
- Office staff covering in the office of another school

HIRING GUIDELINES

The Superintendent or Designee will be responsible for screening applications, interviewing, and hiring the employee. Any current employee that wishes to be considered for an ancillary position that may become open can submit a letter of interest for that position. Position openings within the district shall be posted on the district website.

TRANSFER GUIDELINES

Employees asked by the District to move to a new position will not be penalized in seniority status.

NEPOTISM

Guidelines for hiring will be set in accordance with the School Board policy DBAA –Recruitment, Hiring, & Background Checks for New Ancillary Personnel.

Ancillary employees are appointed by the Superintendent upon recommendation of principals or immediate supervisors. So long as the positions have been established and the hiring is within budget limitations, no specific action by the Board shall be necessary. No individual shall be hired if the employment would create a direct supervisor-subordinate relationship with an immediate family member who is also an employee. Employees who marry or become members of the same household may continue employment; however, a direct supervisor-subordinate relationship between the employees shall be avoided. “Immediate family” includes: the employees spouse, brother, sister, parents, children, step-children, grandchildren, father-in-law, mother-in-law, brother-in-law, sister-in-law, daughter-in-law, son-in-law, and any member of the employees household.

ANCILLARY LEAVES

			EMPLOYMENT CATEGORY	
			12 MONTH	9 MONTH
SICK LEAVE	Max per year for self & immediate family	Days	10	5
	Accumulate to	Days	90	30
PERSONAL DAYS	CANNOT be accumulated	Days	3	3
VACATION (Start of Year)	1-4 Years	Days	10	-
	5-9 Years	Days	15	-
	10 or More Years	Days	20	-
HOLIDAY PAY	New Year's Day		Yes	Yes
	Good Friday		Yes	Yes
	Easter Monday		Yes	Yes
	Memorial Day		Yes	No
	Independence Day		Yes	No
	Labor Day		Yes	Yes
	Veteran's Day		Yes	Yes
	Thanksgiving Day		Yes	Yes
	Christmas Eve		Yes	Yes
	Christmas Day		Yes	Yes
VIRTUAL LEARNING DAYS			Yes	Yes
SNOW DAYS	Days not factored into school calendar		Yes	No

ADDITIONAL INFORMATION

SICK LEAVE

Employee must work a minimum of 30 hours per week to be eligible. A day is defined as average hours worked per day. Credit will be based on the work schedule approved by the immediate supervisor. Ancillary staff does not have the option to sell back sick leave.

When the use of sick leave becomes necessary, it will be reported to and approved by the immediate supervisor.

Sick leave may be used for personal illness and medical appointments for themselves or their immediate family (Immediate family will be interpreted to

include the employee's: a.)spouse; b.)children, step children, foster children (age 22 and under); c.)spouse's children (age 22 and under); d.) other family members living in the household.). Additional family members may be included upon Superintendent approval.

12 month employees can accumulate 90 days of sick leave and 9 month employees can accumulate up to 30 days of sick leave for the employee or their immediate family (Immediate family will be interpreted to include the employee's: a.)spouse; b.)children, step children, foster children (age 22 and under); c.)spouse's children (age 22 and under); d.)other family members living in the household.). Additional family members may be included upon Superintendent approval.

Sick leave may be used for bereavement days for husband, wife, son, daughter or parents. Up to 2 days per year may be used for any bereavement absence, regardless of relationship of the deceased, and regardless of sick leave remaining, as long as the employee has sick leave available.

PAID TIME OFF

All full-time ancillary personnel will receive three days per year of personal leave which will be non-accumulative.

HOLIDAY PAY

An employee must work a minimum of 30 hours per week be to eligible. For those eligible, if a holiday falls on a Saturday, the Friday prior will be the holiday, if a holiday falls on a Sunday, the Monday after will be the holiday.

VACATION

Available to twelve-month employees who work at least 30 hours per week. A vacation day is equal to the average number of hours an employee works for the year vacation has been earned. Credit will be based on the work schedule approved by the immediate supervisor. Approval of time off requests to be at the discretion of the supervisor. Vacation days are not allowed to rollover. Vacation and personal days must be used to meet the 30 hours per week work requirement before any unpaid leave requests will be approved.

VIRTUAL LEARNING DAYS

In the event school is cancelled due to weather and the day is considered a virtual learning day (not made up) per Policy ABAC, both full-time and part-time 12-month and 9-month employees that cannot make it into work will receive three hours of compensation if they were scheduled to work that day.

In the event an employee can make it to work on a Virtual Learning Day, they will be compensated as normal for hours worked.

SNOW DAYS

In the event school is cancelled and is considered a snow day to be made up at a later date, full-time 12-month employees that cannot make it into work will receive three hours of compensation if they were scheduled to work that day.

Full-time 9-month employees do not qualify for snow day pay, as school will be made up at a later date, therefore wages will be made up at that later date.

In the event an employee can make it to work on a Snow Day, they will be compensated as normal for hours worked.

The Superintendent and Business Manager are allowed to make exceptions to benefit hours resulting from Virtual Learning Days and Snow Days based on individual and/or department circumstances.

HEALTH INSURANCE

~~The Killdeer School District will pay the cost of a premium for a single health insurance plan or an equivalent amount for a cash option or an annuity if the employee declines insurance coverage.~~

~~Beginning January 1, 2026, the health insurance benefit for 12-month employees will be as follows:~~

~~The Family Health Insurance Benefit to be paid by the District is 71% of a family annual premium. Single insurance benefit is 100% of a single annual premium. An equivalent amount of a single plan as a cash option is available if the employee declines insurance coverage. (Board approved 8-13-25)~~

The Killdeer School District will pay the cost of a premium for a single health insurance plan for all full-time employees.

Beginning January 1, 2026, for 12-month full-time employees, the Killdeer School District will pay 71% of the premiums for a family health insurance plan.

If a full-time employee declines health insurance coverage, an annual cash option of $10,161.12 will be offered to employees hired before January 1, 2027 and an annual cash option of $5,000.00 will be offered to employees hired after January 1, 2027. (Board approved 8/25/26)

MATERNITY LEAVE

Eligible employees may request maternity leave in accordance with the Family Medical Leave Act. Refer to District Policy DDAA and Regulation DDAA-BR for complete details. The number of weeks paid will be determined by the number of accumulated weeks of sick leave. All paid maternity leave will be deducted from accumulated sick leave, personal days, or vacation. Maternity leave will be paid according to the average hours worked the previous quarter.

JURY/LEGISLATIVE DUTY

Jury duty or legislative duty is allowed with the employee guaranteed a full daily wage from the Killdeer School District. However, compensation received for jury duty or legislative duty for hours normally employed by the district shall be deducted from the school district payment, except for expenses incurred, or the employee shall refund that compensation to the school district.

PHYSICAL EXAMINATIONS

All district-required physicals are to be administered by designated providers as directed by the Business Manager. New and current employees who must pass a physical examination as a condition of employment

shall have the cost of the physical paid by the school district if taken when directed by the supervisor. Should physicals be taken at some other time, the employee may be asked to pay the difference in cost.

DUTY-FREE LUNCH

A minimum of one-half hour duty-free lunch period shall be made available to all ancillary employees working more than a five-hour day.

PAID SCHOOL LUNCH:

Ancillary staff shall receive school lunch every school day at no charge. If the employee does not take school lunch, no cash reimbursement will be allowed.

ANCILLARY PROFESSIONAL TRAINING

When Ancillary Professionals are required to take classes proposed by the school principal or supervisor, outside the school day, they will be reimbursed at their current rate of pay for the time necessary to complete the course. The employee shall notify the Business Office in a timely manner so the hours can be added to the employee's timecard in the appropriate pay period.

HANDBOOK REVIEW

The changes made in this handbook during the review completed in the summer of 2026 will take effect on July 1, 2026. This ancillary handbook will be reviewed annually by the Killdeer School Board.

APPENDIX A – BUS DRIVER GUIDELINES

BUS DRIVER GUIDELINES

1. Pay route drivers a monthly salary based on a 152-day schedule.
2. School district will pay for physicals and driving tests that substitute drivers need to get in order to drive.
3. Meals for drivers will be paid for when we pay for the coaches and students meals. Most of the time when they stop for meals, the coaches and the driver's meals are given to them free for feeding the students. If the drivers do not receive a promotional meal driver's meals will be reimbursed at state rate.
4. Payment for activity trips will begin when they get the bus from the school until they park the bus for the day. The Activity Driver Form must be filled out and submitted to the Business Office for driver pay to occur.
5. Activity trip pay is subject to all payroll taxes and deductions.
6. Bus drivers that keep their bus at their residence may be eligible for a Plug-In Reimbursement.

APPENDIX B – NONDISCRIMINATION & ANTI-HARRASSMENT POLICY AAC

AAC - NONDISCRIMINATION AND ANTI-HARASSMENT POLICY

General Prohibitions

The Killdeer School District is committed to maintaining a learning and working environment free from discrimination and harassment in all employment and educational programs, activities, and facilities. The District prohibits discrimination and harassment based on a student's, parent's, guardian's, or employee's race, color, religion, sex, gender identity, national origin, ancestry, disability, age, or other status protected by law. The District also provides equal access to the Boy Scouts and other designated youth groups, as required by federal law.

It is a violation of this policy for any district student, parent, guardian, employee, or third party to discriminate against or harass another district student or employee based on any status protected by law, if the conduct occurred within the context of an education program or activity, or if the conduct had a continuing effect in the educational setting of a program or activity occurring on or off school district property. The District will not tolerate discrimination or harassment of a district student or employee by a third party. The District also prohibits aiding, abetting, inciting, compelling, or coercing discrimination or harassment; discriminating against or harassing any individual affiliated with another who is protected by this policy and/or law; knowingly making a false discrimination and/or harassment report; and retaliation against individuals who report and/or participate in a discrimination and/or harassment investigation, including instances when a complaint is not substantiated.

The District shall promptly investigate any discrimination, harassment, or retaliation complaint and act on findings as appropriate, or as required by law. Outcomes may include disciplinary measures such as termination of employment or student expulsion in accordance with board policy, law, and, when applicable, the negotiated agreement. Students and employees are expected to fully cooperate in the investigation process. The District will take steps to prevent recurrence of discrimination, harassment, or retaliation and remedy discriminatory effects on the complainant and others, if appropriate.

Definitions

- *Complainant* is the individual filing the complaint. If the complainant is not the victim of the alleged discrimination and/or harassment, the victim must be

afforded the same rights as the complainant under this policy and regulations AAC-BR1 or AAC-BR2.

- *Disability* is defined in accordance with NDCC 14-02.4-02 (5).
- *Discrimination* means failure to treat an individual equally due to a protected status.
- *Protected status* is defined in applicable state (NDCC 14-02.4-02 (6)) and federal laws.
- *Employee* is defined in accordance with NDCC 14-02.4-02 (7).
- *Harassment* is a specific type of discrimination based on a protected status. It occurs under the following conditions:

    a. For employees: When enduring the offensive conduct becomes a condition of continued employment, or the conduct is severe, persistent, and/or pervasive enough to create a work environment that a reasonable individual would consider intimidating, hostile, or abusive.
    b. For students: When the conduct is sufficiently severe, persistent, and/or pervasive so as to limit the student's ability to participate in or benefit from the education program or to create a hostile or abusive education environment.

- *North Dakota Human Rights Act (NDCC ch. 14-02.4)* provides protection from discrimination in the workplace on the basis of race, color, religion, sex national origin, age, the presence of any mental or physical disability, status with regrading to marriage or public assistance, or participation in lawful activity off the employer's premises during nonworking hours which is not in direct conflict with the essential business-related interests of the employer.
- *Section 504 (Section 504 of the Rehabilitation Act of 1973, as amended, 29 U.S.C. § 794)* is a federal law designed to protect the rights of individuals with disabilities in programs and activities that receive federal financial assistance from the U.S. Department of Education.
- *Sexual harassment* is a form of harassment based on sex. It is defined under Title IX as unwelcome sexual advances, requests for sexual favors, and/or other verbal, written, or physical conduct or communication of a sexual nature, that:

    a. Constitutes *quid pro quo* harassment, meaning submission to such conduct or communication is made a term or condition, either explicitly or implicitly, of the basis for employment decisions or educational decisions or benefits for students (e.g., receiving a grade);

    b. Is so severe, pervasive, and objectively offensive that it effectively denies a person equal access to the district's education program or activity; or

c. Constitutes sexual assault, dating violence, domestic violence, or stalking as those offenses are defined in the Clery Act, 20 U.S.C. § 1092(f) and the Violence Against Women Act, 34 U.S.C. § 12291(a).

- *Sexual harassment* examples include, but are not limited to, the following:

a. Sexual or "dirty" jokes;
b. Sexual advances;
c. Pressure for sexual favors;
d. Unwelcome touching, such as patting, pinching, or constant brushing against another's body;
e. Displaying or distributing of sexually explicit drawings, pictures, and written materials;
f. Graffiti of a sexual nature;
g. Sexual gestures;
h. Touching oneself sexually or talking about one's sexual activity in front of others;
i. Spreading rumors about or rating other's sexual activity or performance;
j. Remarks about an individual's sexual orientation; and
k. Sexual violence including rape, sexual battery, sexual abuse, and sexual coercion.

- *Title II of the Americans with Disabilities Act* extends the prohibition on discrimination established by Section 504 to all services, programs, and activities of State and local government entities.
- *Title VI* is a federal law that provides protection from discrimination based on race, color, or national origin in employment and employment practices in programs or activities receiving federal financial assistance.
- *Title VII* is a federal law that provides protection from discrimination on the basis of race, color, religion, sex or national origin. Title VII applies to all public school districts with 15 or more employees.
- *Title IX* is a federal law that provides protection from discrimination, based on sex, in education programs or activities that receive federal financial assistance.

Other or different definitions may be set forth in board regulations AAC-BR1 or AAC-BR2.

Complaint Filing Procedure

The Board shall create an informal and formal discrimination and harassment complaint filing procedure in board regulations coded AAC-BR. For Title IX sexual harassment complaints, grievance procedures shall be followed in accordance with federal regulations and board regulation AAC-BR2.

The procedure provides for an impartial investigation free of conflicts of interest and bias. Nothing in this policy or in the discrimination and harassment grievance procedure prevents an individual from pursuing redress available through state and/or federal law.

Confidentiality

An individual wishing to file an anonymous discrimination and/or harassment complaint must be advised that confidentiality may limit the district's ability to fully respond to the complaint and that retaliation is prohibited. The appropriate grievance coordinator (Title IX, 504/Title II, or Nondiscrimination) shall perform a confidentiality analysis to determine when a request for confidentiality cannot be honored due to safety reasons or the district's obligation to maintain a nondiscriminatory educational environment. The complainant must be notified in writing of the confidentiality analysis outcome. A discrimination or harassment investigation report is subject to the open records law after 60 days or when the investigation is complete (whichever comes first), with limited exceptions such as when the record is protected by FERPA.

Complaint Recipients

If any district employee receives a discrimination or harassment complaint, the employee shall promptly forward it to the appropriate grievance coordinator. All district employees must receive training on their reporting duties.

Policy Training and Dissemination

The Board authorizes the Superintendent to develop discrimination and harassment awareness training for students and employees. In addition, the Superintendent shall display this policy and complementary grievance procedures in a prominent place in each district building and publish it in student and employee handbooks.

Grievance Coordinators

Districts must designate at least one employee to be their Title IX Coordinator and authorize such individual(s) to coordinate the district's efforts to comply with its responsibilities under the applicable regulations.

The Title IX Coordinator's responsibilities include overseeing the district's response to Title IX reports and complaints and identifying and addressing any patterns or systemic problems revealed by such reports and complaints. The Title IX Coordinator must have knowledge of the requirements of Title IX, of the district's policies and procedures on sex discrimination and of all complaints raising Title IX issues throughout the District. To accomplish this, the Title IX Coordinator must be informed of any report or complaint raising Title IX issues, even if the report or complaint was initially filed with another individual or office or if the investigation will be conducted by another individual or office.

The Board designates the Superintendent as the Title IX Coordinator. They may be contacted at: PO Box 579, Killdeer, ND or at 701-764-5877. Districts must notify applicants for employment, students, parents or legal guardians, employees and unions of the name and specified contact information for the designated Title IX Coordinator(s). The notification must also state that inquiries about the application of Title IX and its regulations may be directed to the district's Title IX Coordinator or the Assistant Secretary of Education, or both. Districts must prominently display the Title IX

Coordinator(s) contract information on their website if any, and in each handbook it makes available to students, parents or legal guardians, employees and unions.

The 504/Title II Coordinator's responsibilities include overseeing the district's response to disability discrimination reports and complaints. The 504/Title II Coordinator must have knowledge of the requirements of Section 504 and Title II, of the district's policies and procedures on disability discrimination, and of all complaints raising Section 504/Title II issues throughout the District. To accomplish this, the 504/Title II Coordinator must be informed of any report or complaint raising Section 504/Title II issues, even if the report or complaint was initially filed with another individual or office or if the investigation will be conducted by another individual or office. The Board designates the Superintendent as the 504/Title II Coordinator. They may be contacted at: PO Box 579, Killdeer, ND or at 701-764-5877.

The Nondiscrimination Coordinator's core responsibilities include overseeing the district's response to discrimination and harassment reports and complaints that do not include sex or disability under applicable federal laws, but instead the other protected statuses or sex or disability based discrimination under state law. The Board designates the Superintendent, as the Nondiscrimination Coordinator. They may be contacted at: PO Box 579, Killdeer, ND or at 701-764-5877.

Training

The Title IX, 504/Title II, and Nondiscrimination Coordinators, and any other school official responsible for the investigation of discrimination complaints, shall receive training. This training must include:

1. The definition of discrimination, harassment, and retaliation;
2. The handling of complaints under the Discrimination and Harassment Grievance Procedure (AAC-BR1); and
3. The applicability of confidentiality requirements.

In addition, the Title IX Coordinator(s), investigators, decision-makers, and those facilitating an informal resolution process, if applicable, under Title IX shall receive training in a number of areas specified in board regulation AAC-BR2.

Complementary Documents

- AAC-BR1, Discrimination and Harassment Grievance Procedure
- AAC-BR2, Title IX Sexual Harassment Grievance Procedure
- AAC-E1, Filing a State or Federal Discrimination and Harassment Complaint
- AAC-E2, Discrimination and/or Harassment Complaint Confidentiality Assessment
- AAC-E3, Discrimination and/or Harassment Training Requirements for Students and Employees
- AAC-E4, Reasonable Accommodation Request Physician Form
- AAC-E5, Notice of Title IX Sexual Harassment Complaint

- ABBB, Non-Curricular Use of District Property
- DE, Staff Code of Conduct
- FGDB, Student Handbooks

End of Killdeer School District #16 Policy AAC . . . . . Amended: 01/13/21

APPENDIX C – DISCRIMINATION AND HARRASSMENT GRIEVANCE PROCEDURE AAC-BR1

AAC-BR1 - DISCRIMINATION AND HARASSMENT GRIEVANCE PROCEDURE

The following procedure is designed to resolve discrimination, harassment, and retaliation complaints by and against students, parents, and third parties, as described in board policy, in a prompt and equitable manner. Board policy requires all students and staff to fully cooperate when asked to participate in a discrimination, harassment, or retaliation investigation. The procedure contained in this regulation supersedes the district's policies regarding complaints about personnel and bullying. For Title IX sexual harassment complaints, the procedure set forth in board regulation AAC-BR2, Title IX Sexual Harassment Grievance Procedure, will control and supersede this procedure.

Retaliation Prohibited

The District prohibits retaliation for an individual's participation in and/or initiation of a discrimination and/or harassment complaint investigation, including instances when a complaint is not substantiated. The consequences for violating this prohibition are delineated in board policy AAC, Nondiscrimination and Anti-Harassment Policy.

Complaint Filing Format and Deadlines

A complaint may be filed verbally or in writing and should be filed as soon as possible after the discrimination, harassment, or retaliation allegedly occurred. Delays in filing a complaint may cause difficulties in investigating the complaint.

With Whom Complaints May be Filed

A complaint may be filed with any district employee. District employees are required to report any discrimination or harassment to the appropriate grievance coordinator (Title IX, 504/Title II, or Nondiscrimination) when they knew (e.g., received a complaint, directly observed it) or should have known it was occurring (e.g., overheard students talking about an incident, saw discriminatory or harassing graffiti or vandalism on school property). Failure by a district employee to report under this regulation may result in disciplinary action.

Initiating Complaint Resolution Procedure

After receiving a discrimination and/or harassment complaint or gaining knowledge of potentially discriminatory and/or harassing conduct, the appropriate grievance coordinator shall contact the complainant, determine if an informal or formal investigation

is appropriate, and determine if the complainant requests confidentiality. Requests for confidentiality must be handled in accordance with policy AAC.

Prohibition on Meeting with the Accused

At no time during the informal or formal resolution process shall the complainant be required to meet with the accused. If the appropriate grievance coordinator assigned to conduct or oversee the investigation is the accused, the Superintendent, or Board President (if the Superintendent is the accused) shall designate a different individual (which may be a third party) to carry out the accused's responsibilities associated with the investigation.

Third-Party Assistance

A school official responsible for conducting or overseeing discrimination and/or harassment investigations is authorized to receive assistance from the district's legal counsel throughout the process.

Investigation Timeframes

The informal resolution procedure must be completed within 30 days of a district employee reporting the complaint or incident to the appropriate grievance coordinator unless the investigator documents reasons for delays and communicates these reasons to the complainant and accused.

The formal resolution procedure must be completed within 60 days of a district employee reporting the complaint or incident to the appropriate grievance coordinator or a complainant or accused terminating the informal complaint procedure, unless the investigator documents reasons for delays and communicates these reasons with the complainant and accused. Acceptable reasons for delays include extended school breaks when witnesses are not available, and complex cases involving multiple witnesses.

Interim Measures

Pending the final outcome of an informal or formal resolution, the District shall institute interim measures to protect the complainant and inform their of support services available. Interim measures may include a district-enforced no contact order, schedule changes, academic modifications for the complainant, and/or school counseling for the complainant. These interim measures should have minimal impact on the complainant. If the accused is a student, interim measures should also take into consideration the accused student's educational rights.

Informal Resolution Procedure

This procedure may only be used when mutually agreed to by the complainant, the accused and the appropriate grievance coordinator. This procedure may not be used

when the alleged discrimination and/or harassment may have constituted sexual violence or any other crime. The formal resolution procedure must be used whenever the informal procedure is not permitted.

During the informal resolution process, the investigator shall gather information necessary to understand and resolve the complaint. Based on this fact-gathering process, the investigator shall propose an informal resolution, which may include requiring the accused to undergo training on discrimination and/or harassment, requiring all students and staff to undergo such training, instituting protection mechanisms for the complainant, and/or holding a formal meeting with the accused to review the nondiscrimination and anti-harassment policy and discuss the implications of violating it. Both the complainant and the accused must agree to the informal resolution before it can be instituted.

The appropriate grievance coordinator shall monitor the implementation and effectiveness of the informal resolution procedure and initiate the formal resolution procedure if discrimination and/or harassment persists.

Both the complainant and the accused have the right to terminate the informal resolution procedure at any time to pursue a remedy under the formal resolution procedure.

Formal Resolution Procedure

This procedure must be used whenever the informal resolution procedure is not used.

Whenever alleged discrimination or harassment may have constituted a crime the Superintendent should contact law enforcement and enter into a memorandum of understanding concerning sharing of evidence and coordination of the investigation. However, the District shall proceed with its investigation and this resolution procedure, regardless of the criminal investigation or outcome.

The fact-gathering portion of the investigation must be carried out or overseen by the appropriate grievance coordinator and must consist of interviews with the complainant, the accused, and any others who may have witnessed or otherwise have knowledge of the circumstances giving rise to the alleged complaint and may involve gathering and review of information relevant to the complaint. Both the complainant and accused will have equal opportunity to present evidence and name witnesses. Witnesses must be instructed not to discuss this matter with others.

The fact-gathering portion of the investigation must be completed as soon as practical.

Investigation Report

After the fact-gathering process is complete, under the formal resolution procedure, the appropriate grievance coordinator shall complete a written report containing a determination of whether allegations were substantiated, whether the nondiscrimination and anti-harassment policy was violated, and recommendations for corrective action, if any. The appropriate grievance coordinator shall assess if discrimination and/or harassment "more likely than not" occurred based on the following criteria:

1. Whether evidence suggests a pattern of conduct supportive of disproving the allegations of discrimination and/or harassment;
2. Whether behavior meets the definition of discrimination, harassment, and/or sexual harassment as defined in board policy;
3. Ages of the parties involved;
4. Relationship between the parties involved;
5. Severity of the conduct;
6. How often the conduct occurred, if applicable; and
7. How the District resolved similar complaints, if any, in the past.

The investigation report must indicate if any measures are to be instituted to protect the complainant. Such measures may include extending any interim protection measures taken during the investigation. The report must also inform the complainant of support services available, which at a minimum must include offering school counseling services if the complainant is a student.

The investigation report must contain a monitoring plan to evaluate the effectiveness of the resolution and help prevent recurrence.

Disciplinary Action

Any disciplinary action must be carried out in accordance with board policy, law, and, when applicable, the negotiated agreement.

The appropriate grievance coordinator along with the building principal shall determine if a recommendation for expulsion for an accused student should be made.

The appropriate grievance coordinator along with the Superintendent shall determine if a recommendation for discharge for an accused employee should be made.

If this recommendation is made and a hearing is required, the hearing must be held in accordance with district policy and law.

Both the complainant and accused shall have an equal right to attend the hearing, have a representative and parent (if student) present, present evidence, and question witnesses.

The complainant may choose to appoint a representative to participate in the hearing in their stead.

Notice of Outcome

Both the complainant and the accused must be provided written notice of the outcome of the complaint.

Nothing shall prevent the parties from seeking judicial redress through a court of competent jurisdiction or through any applicable state or federal complaint procedures.

Records Retention

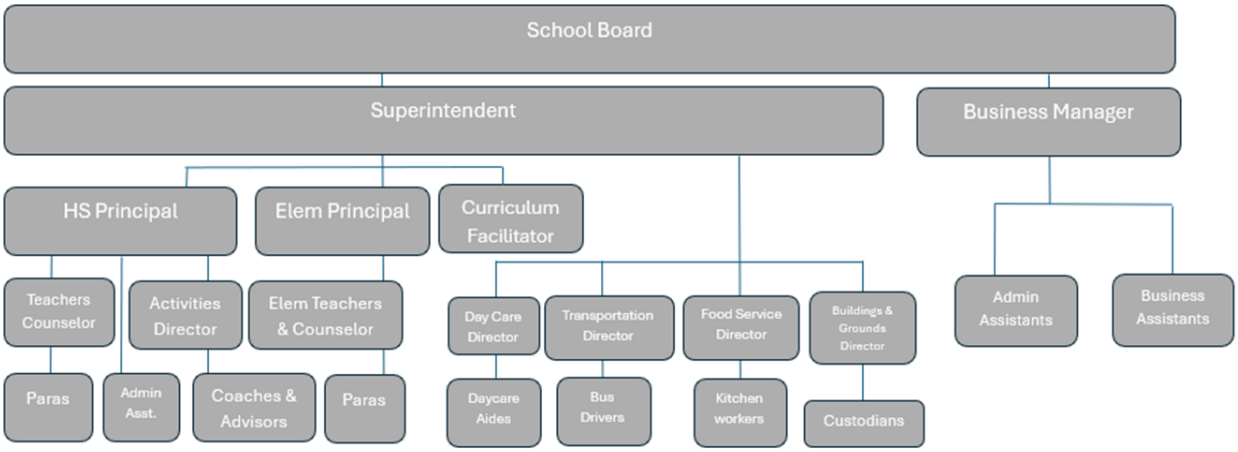
Investigation materials must be retained by the appropriate grievance coordinator (504/Title II, or Nondiscrimination) for at least six years. All Title IX sexual harassment records and training materials shall be maintained in accordance with federal regulations and board regulation AAC-BR2.

End of Killdeer School District #16 Board Reg. AAC-BR1 . . . . . Amended: 01/13/21

APPENDIX D – ORGANIZATIONAL CHART

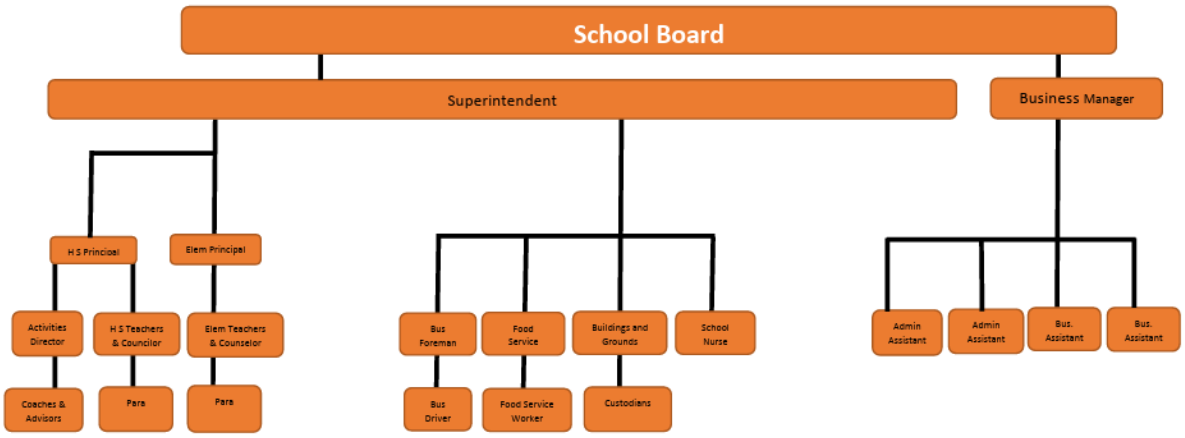
Killdeer Public School District Organizational Hierarchy Chart

Many parent and community questions are easily and completely answered by communication directly with the educator in charge of the class or program. Each situation should be first addressed at whatever level the initial action was taken with appeals moving on to the next level on the chain of command.



Chain of Communication

Although having uncomfortable direct conversations is difficult, it is the most effective way to get to the bottom of an issue. Many simple misunderstandings and problems can effectively be handled when the conversation starts at the lowest possible level. The first question a person of authority on this flow chart should be, "Did you talk to the teacher, coach or advisor first?" Calling a board member and expecting them to fix a problem puts them in a difficult position. It is not the responsibility of school board members, the superintendent, or principal to engage until the teacher, coach or advisor has been contacted. If the problem is not satisfactorily resolved start up the Chain of Command.



APPENDIX E – DRUG & ALCOHOL FREE WORKPLACE POLICY DEAA

DEAA - DRUG AND ALCOHOL FREE WORKPLACE

Definitions

For purposes of this policy:

- *Alcohol* means any alcoholic beverage as defined in 23 U.S.C. 158 and NDCC 5-01-01.

- *Drug means* any controlled substance as defined in NDCC Sections 19-03.1-05 through 19-03.1-13 and 19-03.1-26 (paraphernalia); schedules I through V of the Controlled Substances Act (21 U.S.C. 812), and as further defined by regulation 21 CFR 1308.11 through 1308.

- *Possession* shall mean:

a. Actual physical possession of the drug or alcohol while on school property;

b. Use or consumption of the drug or alcohol while on school property;

c. Drugs or alcohol in the employee's car, handbag, backpack, or other belongings while on school property; or

d. Appearance by an employee on school property after having consumed or ingested the drug or alcohol that is noticeable by breath odor, speech alterations, unsteadiness of gait or posture, or like symptoms of chemical intoxication.

- *Reasonable suspicion* means a good faith suspicion by a trained district administrator and/or supervisor that an employee, based on objective facts and articulable observations, that an employee has violated the Drug and Alcohol Free Workplace policy and is using, or appears to presently be under the influence of drugs or alcohol.

- *School property* is defined in NDCC 15.1-19-10(6)(b) as all land within the perimeter of the school site, all school buildings, structures, facilities, and school vehicles, whether owned or leased by a school district, and the site of any school-sponsored event or activity.

- *Use* means that an employee is reasonably suspected to have ingested, injected, inhaled or otherwise taken into their body drugs or alcohol, or is reasonably found to be under the influence of drugs or alcohol.

The Killdeer School District is committed to a safe, healthy working and learning environment for its employees and students. Therefore, the District enforces the Drug and Alcohol Free Workplace Act by prohibiting employees from the use, manufacturing, possession, distribution, or dispensing of drugs or alcohol while on school property, unless use is at the instruction of a physician, and the physician has advised that use shall not affect the employee's ability to perform duties. Employees are also prohibited from knowingly or intentionally aiding or abetting in any of the above activities.
An employee must inform their immediate supervisor when the employee's ability to perform job duties is impaired due to on- or off-duty drug or alcohol use.

Awareness Program

The Superintendent shall create an Employee Drug-free Awareness Program in accordance with federal law. Information on the effects of drug and alcohol misuse, signs and symptoms of a drug and/or alcohol problem, and available methods of intervention when a misuse problem is detected can be found on the bulletin boards outside the business office.

Policy Dissemination

The Superintendent shall give a copy of this policy to each employee and maintain documentation of receipt of this information.

Reasonable Suspicion Testing

Employees may be subject to drug and/or alcohol testing when there is reasonable suspicion by the district administrator and/or supervisor that indicates the employee may have violated district policy and is using or appears to presently be under the influence of drugs and/or alcohol in violation of the policy.

Reasonable suspicion testing shall be based on objective facts and articulable observations that are consistent with the signs and symptoms of drug and alcohol abuse; including, but not limited to, appearance, behavior, motor skills, attendance and/or work performance by the employee. The circumstances, under which drug and alcohol testing shall be considered, as outlined above, are strictly limited to time and place of employee conduct while on duty, during work hours, and/or on school property.

The District shall take steps to ensure that district administrators and supervisors receive proper training to recognize the signs and symptoms of drug and alcohol misuse prior to making determinations for reasonable suspicion testing.

Reasonable suspicion testing shall be performed in accordance with federal law on Transportation Workplace Drug Testing and testing procedures outlined in administrative regulation. The District shall designate collection sites where employees may provide specimens. This language in no way authorizes the District to conduct pre-employment, random, post-accident, return-to-duty, or follow-up drug testing on employees not subject to the Omnibus Transportation Testing Act or positions not defined by the Board as safety sensitive.

The District shall pay all costs of the employee drug and alcohol testing, unless the test is a retest requested by the employee. District employees will be compensated at their regular rate of pay for the time during which they are undergoing any drug or alcohol testing, including transportation time.

Violation Reporting

As a condition of employment, each employee shall agree to abide by this policy and notify the Superintendent of any criminal drug statute conviction for a violation occurring in the workplace no later than five days after such conviction. The Superintendent, in accordance with applicable law, shall notify the appropriate federal and/or state agency after receiving any notice of a conviction for a violation occurring in the workplace. Failure of the employee report the conviction within the time prescribed may lead to disciplinary action up to and including discharge.

Violations

Violations of this policy may result in the following:

1. Unpaid leave or suspension;

2. Termination of employment, due process procedures shall be followed prior to termination, if required to; or

3. Notification of proper law enforcement authorities.

Assistance

The Board recognizes that drug and/or alcohol addiction is a treatable disease and that early intervention and support improve the success of rehabilitation. Treatment for drug and/or alcohol addiction may be covered by the employee benefit plan; however, the ultimate financial responsibility for this treatment belongs to the employee.

Confidentiality

All information received by the District as a result of this policy is confidential. Access to this information is limited to those who have a legitimate need to know or upon written consent of the employee.

The District shall maintain employee testing records in accordance with federal law on drug and alcohol testing regulations.

Complementary Documents

- DE, Staff Code of Conduct
- DEAA-AR, Procedure if Drug and Alcohol Use is Reasonably Suspected
- DEAA-E, Record of Observable Behavior

End of Killdeer School District #16 Policy DEAA.....Amended: 04/08/20

APPENDIX F – MISCELLANEOUS PAY RATES

Miscellaneous Pay Rates	2026-2027
Daily Substitute Teacher Rate	$180.00
Hourly Substitute Teacher Rate	$24.00
Long-Term Daily Substitute Teacher Rate (starts with day 11, when over 10 consecutive days in same classroom working as the classroom teacher)	$299.12
Hourly Training/Meeting Rate-Certified Teachers (outside of contract day)	$28.00
Resource Room Hourly Rate - Certified Teachers (outside of contract day)	$31.00
Summer School Non-Certified Hourly Rate	$30.00
Summer School & Drivers Ed Certified Teacher Hourly Rate	$34.00
Activity Bus Driver Hourly Rate - With CDL	$22.00+25% Coach/Teacher/Driver
Activity Bus Driver Hourly Rate - Without CDL	$21.00+25% Coach/Teacher/Driver

END OF DOCUMENT

KILLDEER PUBLIC SCHOOL

ANCILLARY HANDBOOK



2026-2027

Updated Nov 2026

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EMPLOYMENT INFORMATION

The Ancillary Handbook serves as your guide to employment practices with the Killdeer School District. However, it is not all inclusive of the district's policies as set forth by the Killdeer School Board.

This ancillary handbook is not considered to be a contract with ancillary employees. By state statute the School Board is under no legal obligation to meet with ancillary staff to review the handbook or to discuss salary and employment issues in an open forum. The handbook review process currently being followed is being done voluntarily by the School Board so that ancillary employees have input regarding the information put into the handbook. It should not be interpreted to mean that this is a negotiable process and should be understood that the School Board has the right to change the terms of this handbook at any time.

The Killdeer School District considers its ancillary employees vital to the smooth functioning of the school system. All employees of the district should work together as partners to provide the best possible learning environment for the children and youth of the district.

Your immediate supervisor(s) is interested in your success. Please consult them concerning any questions you may about your position, school policies, and practices, or employment benefits.

A period of 15 minutes in the morning and 15 minutes in the afternoon (or maximum of 30 minutes per day) is allowed for rest, relaxation, coffee breaks, etc., within the school for personnel working 5 consecutive hours or more.

Form the habit of getting to work on time. Promptness is one of the factors taken into consideration in evaluating your performance.

EQUAL EMPLOYMENT OPPORTUNITY

It shall be the policy of the Killdeer Public School District not to discriminate against any individual with respect to his/her compensation, terms, conditions, or privileges of employment, because of such individual's race, color, religion, sex, parental status, national origin, age, disability, genetic information, political affiliation, military service, or other non-merit-based factors.

DRUG FREE WORKPLACE

The Killdeer School District intends to maintain a drug-free workplace. The unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited in any building belonging to or used by the Killdeer School District or on the grounds of any such building or on any property or in any vehicle belonging to the Killdeer School District or at any school-related activity. See Appendix E.

TOBACCO FREE

The Killdeer Public School Board is dedicated to providing a healthy environment for staff, students, and its citizens. Because the use of tobacco is a highly addictive habit usually begun in the adolescent and teen years, the most effective means toward achieving a tobacco-free generation by the end of this century will be prevention of tobacco use by youth through education, positive adult role models, and aggressive action to limit and confine available tobacco areas. Smoking and the use of tobacco products shall be prohibited in all district buildings and school property including district-owned vehicles.

Refer to Policy ABBA.

SUBSTANCE ABUSE

The Killdeer Public School District recognizes chemical dependency as a treatable illness. The purpose of this policy is to assure that any employee having this illness will receive careful consideration and an offer of treatment presently extended to employees with other types of illness. Employees with the illness of chemical dependency shall qualify for the same employee benefits, which are provided for other medically certified illnesses. A realistic acceptance of this illness should encourage employees to take advantage of available treatment when needed.

The Killdeer Public School District is concerned about the effects which harmful chemical involvement has on the employee's job performance and personal life. For the purpose of this policy, harmful involvement occurs when an employee's consumption of mood-altering chemicals interferes with the employee's performance. See Appendix E.

SEXUAL HARASSMENT

The district's Sexual Harassment Policy is shown as Appendix B.

PAYROLL PERIODS

All ancillary employees shall be paid on the 10th and 25th of each month provided that they work during the corresponding pay periods. Pay periods run from the first of the month through the 15th, paid out on the 25th and from the 16th of the month through the end of the month, paid out on the 10th. If the 10th or 25th falls on a weekend or school holiday, payday will be on the previous working day.

IN-DISTRICT MEETINGS AND IN-SERVICE

All hourly employees who attend a mandatory meeting shall be paid for their time in attendance. Employees will not be paid for attending optional meetings.

EMPLOYEE RECORDS

Please notify the business office promptly of any change of name, address, telephone number, marital status, or number of dependents, so that employee records can be kept current.

FRINGE BENEFITS ELIGIBILITY

Refer to District Policy DCAB-BR-2

Ancillary employees are eligible to receive fringe benefits (sick leave, retirement, health insurance) when they are hired in a position requiring a minimum of 30 hours per week. They are also eligible to participate in the Section 125 plan if they work a minimum of 30 hours a week.

SECTION 125 PLAN

Employees who are eligible for fringe benefits have the option of enrolling in the district's Section 125 Plan. The three components of this plan are:

1. Insurance Premium Conversion
2. Health Flexible Spending Account (FSA)
3. Dependent Care Flexible Spending Account (FSA)

INTRODUCTORY PERIOD OF EMPLOYMENT

Each newly hired ancillary employee will be on probation for a period of forty (40) working days. The immediate supervisor(s) will make a written determination during this designated period as to continued employment. The Superintendent may waive the probation period for staff who have previous work experience in the district. All new employees hired must undergo a background check prior to being employed in the district.

EVALUATION POLICY

A newly hired employee will be evaluated twice the first year. The first evaluation will be done after completion of the introductory period. All other employees will be evaluated once each year by their immediate supervisor/building principal. Each employee will be given a copy of their evaluation with a copy being placed in their personnel file in the Business Office. This file in the Business Office will be subject to the Open Records Law.

EMPLOYMENT TERMINATION

1. The employment of any ancillary employee may be terminated at the will of the employee provided an advance notice of two (2) weeks is given to the school district.

2. Employment of any ancillary employee may be terminated at the will of the Killdeer Public School District. In the event the school district exercises this right of termination, the decision will be made by the District Superintendent.

3. In the event it becomes necessary to terminate any ancillary employee without giving the usual two-(2) week notice, such employment may be terminated without any notice to the employee upon action by the Superintendent of school.

4. If any ancillary position is eliminated within a department, the following action will take place. A determination will need to be made as to which position will be eliminated. Once that position has been determined, the remaining employees in the department will be assigned by the supervisor of that department. Assignment of positions needs to be done so that the department can function as efficiently as possible.

5. Any ancillary employee leaving the employment of the school district will receive payment for all days worked and all unused vacation days if applicable. Upon leaving the District the employee will not be paid out any unused sick leave. A day is defined as average hours worked per day.

WORKER'S COMPENSATION

Any employee who is injured in the line of duty shall receive such compensation and expenses as are prescribed by the Worker's Compensation Laws of North Dakota. The school district will pay the difference between Worker's Compensation received and the employee's regular rate of pay to the extent of the employee's earned accrual of sick leave and/or vacation pay. A Worker's Compensation claim will not be processed by the district until the injured employee has completed the appropriate forms, verified by the employee's administrative supervisor and submitted to the Business Manager's Office. The First Report of Injury (FROI) form can be found on the WSI website or the following link:

https://www.workforcesafety.com/WSI/ofroi/OFroiGeneral.aspx

ANCILLARY PAY SCHEDULE

Ancillary staff wages are determined by the Ancillary Staff Categories & Wage Scale. This wage scale is approved by the school board.

Miscellaneous pay rates (i.e. substitutes, training, resource room, summer school, activity bus drivers etc.) are listed in Appendix F.

All ancillary employee work agreements shall be based on an hourly rate.

SUBSTITUTE

All ancillary employees shall report to their immediate supervisor as soon as it is known that they will not be able to work due to illness or for any other reason. The supervisor will contact and notify the substitute when one should be required.

The hourly pay for an ancillary substitute will be based on the approved Ancillary Staff Categories and Wage Scale 2026-2027 for any substitute not holding a valid North Dakota Teachers License or Substitute License.

Substitutes who hold a valid North Dakota Teachers License or Substitute License shall be paid daily substitute teacher rates as defined in Appendix F (Effective 1-1-24 per Board action 1-10-24) Ancillary staff that hold a ND teacher's license or substitute license that clock in to the time clock system for their normal ancillary position and are later asked to substitute teach in another area should clock out of the time clock system and sign into the substitute teacher book in the front office. Long-term substitute teacher pay only applies when the substitute teacher is covering for the regular classroom teacher and only starts with day 11 when over 10 consecutive days in the same classroom.

An ancillary employee that substitutes for an equal position in a different department will get their current hourly rate of pay. Examples of this include:

- Elementary kitchen employee subbing for HS kitchen employee
- Elementary custodian subbing for HS custodian
- Paraprofessional moving to another classroom for the day as a paraprofessional, in the same school or different school
- Office staff covering in the office of another school

HIRING GUIDELINES

The Superintendent or Designee will be responsible for screening applications, interviewing, and hiring the employee. Any current employee that wishes to be considered for an ancillary position that may become open can submit a letter of interest for that position. Position openings within the district shall be posted on the district website.

TRANSFER GUIDELINES

Employees asked by the District to move to a new position will not be penalized in seniority status.

NEPOTISM

Guidelines for hiring will be set in accordance with the School Board policy DBAA –Recruitment, Hiring, & Background Checks for New Ancillary Personnel.

Ancillary employees are appointed by the Superintendent upon recommendation of principals or immediate supervisors. So long as the positions have been established and the hiring is within budget limitations, no specific action by the Board shall be necessary. No individual shall be hired if the employment would create a direct supervisor-subordinate relationship with an immediate family member who is also an employee. Employees who marry or become members of the same household may continue employment; however, a direct supervisor-subordinate relationship between the employees shall be avoided. “Immediate family” includes: the employees spouse, brother, sister, parents, children, step-children, grandchildren, father-in-law, mother-in-law, brother-in-law, sister-in-law, daughter-in-law, son-in-law, and any member of the employees household.

ANCILLARY LEAVES

			EMPLOYMENT CATEGORY	
			12 MONTH	9 MONTH
SICK LEAVE	Max per year for self & immediate family	Days	10	5
	Accumulate to	Days	90	30
PERSONAL DAYS	CANNOT be accumulated	Days	3	3
VACATION (Start of Year)	1-4 Years	Days	10	-
	5-9 Years	Days	15	-
	10 or More Years	Days	20	-
HOLIDAY PAY	New Year's Day		Yes	Yes
	Good Friday		Yes	Yes
	Easter Monday		Yes	Yes
	Memorial Day		Yes	No
	Independence Day		Yes	No
	Labor Day		Yes	Yes
	Veteran's Day		Yes	Yes
	Thanksgiving Day		Yes	Yes
	Christmas Eve		Yes	Yes
	Christmas Day		Yes	Yes
VIRTUAL LEARNING DAYS			Yes	Yes
SNOW DAYS	Days not factored into school calendar		Yes	No

ADDITIONAL INFORMATION

SICK LEAVE

Employee must work a minimum of 30 hours per week to be eligible. A day is defined as average hours worked per day. Credit will be based on the work schedule approved by the immediate supervisor. Ancillary staff does not have the option to sell back sick leave.

When the use of sick leave becomes necessary, it will be reported to and approved by the immediate supervisor.

Sick leave may be used for personal illness and medical appointments for themselves or their immediate family (Immediate family will be interpreted to

include the employee's: a.)spouse; b.)children, step children, foster children (age 22 and under); c.)spouse's children (age 22 and under); d.) other family members living in the household.). Additional family members may be included upon Superintendent approval.

12 month employees can accumulate 90 days of sick leave and 9 month employees can accumulate up to 30 days of sick leave for the employee or their immediate family (Immediate family will be interpreted to include the employee's: a.)spouse; b.)children, step children, foster children (age 22 and under); c.)spouse's children (age 22 and under); d.)other family members living in the household.). Additional family members may be included upon Superintendent approval.

Sick leave may be used for bereavement days for husband, wife, son, daughter or parents. Up to 2 days per year may be used for any bereavement absence, regardless of relationship of the deceased, and regardless of sick leave remaining, as long as the employee has sick leave available.

PAID TIME OFF

All full-time ancillary personnel will receive three days per year of personal leave which will be non-accumulative.

HOLIDAY PAY

An employee must work a minimum of 30 hours per week be to eligible. For those eligible, if a holiday falls on a Saturday, the Friday prior will be the holiday, if a holiday falls on a Sunday, the Monday after will be the holiday.

VACATION

Available to twelve-month employees who work at least 30 hours per week. A vacation day is equal to the average number of hours an employee works for the year vacation has been earned. Credit will be based on the work schedule approved by the immediate supervisor. Approval of time off requests to be at the discretion of the supervisor. Vacation days are not allowed to rollover. Vacation and personal days must be used to meet the 30 hours per week work requirement before any unpaid leave requests will be approved.

VIRTUAL LEARNING DAYS

In the event school is cancelled due to weather and the day is considered a virtual learning day (not made up) per Policy ABAC, both full-time and part-time 12-month and 9-month employees that cannot make it into work will receive three hours of compensation if they were scheduled to work that day.

In the event an employee can make it to work on a Virtual Learning Day, they will be compensated as normal for hours worked.

SNOW DAYS

In the event school is cancelled and is considered a snow day to be made up at a later date, full-time 12-month employees that cannot make it into work will receive three hours of compensation if they were scheduled to work that day.

Full-time 9-month employees do not qualify for snow day pay, as school will be made up at a later date, therefore wages will be made up at that later date.

In the event an employee can make it to work on a Snow Day, they will be compensated as normal for hours worked.

The Superintendent and Business Manager are allowed to make exceptions to benefit hours resulting from Virtual Learning Days and Snow Days based on individual and/or department circumstances.

HEALTH INSURANCE

The Killdeer School District will pay the cost of a premium for a single health insurance plan for all full-time employees.

Beginning January 1, 2026, for 12-month full-time employees, the Killdeer School District will pay 71% of the premiums for a family health insurance plan.

If a full-time employee declines health insurance coverage, an annual cash option of $10,161.12 will be offered to employees hired before January 1, 2027 and an annual cash option of $5,000.00 will be offered to employees hired after January 1, 2027. (Board approved 8/25/26)

MATERNITY LEAVE

Eligible employees may request maternity leave in accordance with the Family Medical Leave Act. Refer to District Policy DDAA and Regulation DDAA-BR for complete details. The number of weeks paid will be determined by the number of accumulated weeks of sick leave. All paid maternity leave will be deducted from accumulated sick leave, personal days, or vacation. Maternity leave will be paid according to the average hours worked the previous quarter.

JURY/LEGISLATIVE DUTY

Jury duty or legislative duty is allowed with the employee guaranteed a full daily wage from the Killdeer School District. However, compensation received for jury duty or legislative duty for hours normally employed by the district shall be deducted from the school district payment, except for expenses incurred, or the employee shall refund that compensation to the school district.

PHYSICAL EXAMINATIONS

All district-required physicals are to be administered by designated providers as directed by the Business Manager. New and current employees who must pass a physical examination as a condition of employment shall have the cost of the physical paid by the school district if taken when directed by the supervisor. Should physicals be taken at some other time, the employee may be asked to pay the difference in cost.

DUTY-FREE LUNCH

A minimum of one-half hour duty-free lunch period shall be made available to all ancillary employees working more than a five-hour day.

PAID SCHOOL LUNCH: Ancillary staff shall receive school lunch every school day at no charge. If the employee does not take school lunch, no cash reimbursement will be allowed.

ANCILLARY PROFESSIONAL TRAINING

When Ancillary Professionals are required to take classes proposed by the school principal or supervisor, outside the school day, they will be reimbursed at their current rate of pay for the time necessary to complete the course. The employee shall notify the Business Office in a timely manner so the hours can be added to the employee's timecard in the appropriate pay period.

HANDBOOK REVIEW

The changes made in this handbook during the review completed in the summer of 2026 will take effect on July 1, 2026. This ancillary handbook will be reviewed annually by the Killdeer School Board.

APPENDIX A – BUS DRIVER GUIDELINES

BUS DRIVER GUIDELINES

1. Pay route drivers a monthly salary based on a 152-day schedule.
2. School district will pay for physicals and driving tests that substitute drivers need to get in order to drive.
3. Meals for drivers will be paid for when we pay for the coaches and students meals. Most of the time when they stop for meals, the coaches and the driver's meals are given to them free for feeding the students. If the drivers do not receive a promotional meal driver's meals will be reimbursed at state rate.
4. Payment for activity trips will begin when they get the bus from the school until they park the bus for the day. The Activity Driver Form must be filled out and submitted to the Business Office for driver pay to occur.
5. Activity trip pay is subject to all payroll taxes and deductions.
6. Bus drivers that keep their bus at their residence may be eligible for a Plug-In Reimbursement.

APPENDIX B – NONDISCRIMINATION & ANTI-HARRASSMENT POLICY AAC

AAC - NONDISCRIMINATION AND ANTI-HARASSMENT POLICY

General Prohibitions

The Killdeer School District is committed to maintaining a learning and working environment free from discrimination and harassment in all employment and educational programs, activities, and facilities. The District prohibits discrimination and harassment based on a student's, parent's, guardian's, or employee's race, color, religion, sex, gender identity, national origin, ancestry, disability, age, or other status protected by law. The District also provides equal access to the Boy Scouts and other designated youth groups, as required by federal law.

It is a violation of this policy for any district student, parent, guardian, employee, or third party to discriminate against or harass another district student or employee based on any status protected by law, if the conduct occurred within the context of an education program or activity, or if the conduct had a continuing effect in the educational setting of a program or activity occurring on or off school district property. The District will not tolerate discrimination or harassment of a district student or employee by a third party. The District also prohibits aiding, abetting, inciting, compelling, or coercing discrimination or harassment; discriminating against or harassing any individual affiliated with another who is protected by this policy and/or law; knowingly making a false discrimination and/or harassment report; and retaliation against individuals who report and/or participate in a discrimination and/or harassment investigation, including instances when a complaint is not substantiated.

The District shall promptly investigate any discrimination, harassment, or retaliation complaint and act on findings as appropriate, or as required by law. Outcomes may include disciplinary measures such as termination of employment or student expulsion in accordance with board policy, law, and, when applicable, the negotiated agreement. Students and employees are expected to fully cooperate in the investigation process. The District will take steps to prevent recurrence of discrimination, harassment, or retaliation and remedy discriminatory effects on the complainant and others, if appropriate.

Definitions

- *Complainant* is the individual filing the complaint. If the complainant is not the victim of the alleged discrimination and/or harassment, the victim must be afforded the same rights as the complainant under this policy and regulations AAC-BR1 or AAC-BR2.
- *Disability* is defined in accordance with NDCC 14-02.4-02 (5).

- *Discrimination* means failure to treat an individual equally due to a protected status.
- *Protected status* is defined in applicable state (NDCC 14-02.4-02 (6)) and federal laws.
- *Employee* is defined in accordance with NDCC 14-02.4-02 (7).
- *Harassment* is a specific type of discrimination based on a protected status. It occurs under the following conditions:

    a. For employees: When enduring the offensive conduct becomes a condition of continued employment, or the conduct is severe, persistent, and/or pervasive enough to create a work environment that a reasonable individual would consider intimidating, hostile, or abusive.
    b. For students: When the conduct is sufficiently severe, persistent, and/or pervasive so as to limit the student's ability to participate in or benefit from the education program or to create a hostile or abusive education environment.

- *North Dakota Human Rights Act (NDCC ch. 14-02.4)* provides protection from discrimination in the workplace on the basis of race, color, religion, sex national origin, age, the presence of any mental or physical disability, status with regrading to marriage or public assistance, or participation in lawful activity off the employer's premises during nonworking hours which is not in direct conflict with the essential business-related interests of the employer.
- *Section 504 (Section 504 of the Rehabilitation Act of 1973, as amended, 29 U.S.C. § 794)* is a federal law designed to protect the rights of individuals with disabilities in programs and activities that receive federal financial assistance from the U.S. Department of Education.
- *Sexual harassment* is a form of harassment based on sex. It is defined under Title IX as unwelcome sexual advances, requests for sexual favors, and/or other verbal, written, or physical conduct or communication of a sexual nature, that:

    a. Constitutes *quid pro quo* harassment, meaning submission to such conduct or communication is made a term or condition, either explicitly or implicitly, of the basis for employment decisions or educational decisions or benefits for students (e.g., receiving a grade);

    b. Is so severe, pervasive, and objectively offensive that it effectively denies a person equal access to the district's education program or activity; or
    c. Constitutes sexual assault, dating violence, domestic violence, or stalking as those offenses are defined in the Clery Act, 20 U.S.C. § 1092(f) and the Violence Against Women Act, 34 U.S.C. § 12291(a).

- *Sexual harassment* examples include, but are not limited to, the following:

a. Sexual or "dirty" jokes;
b. Sexual advances;
c. Pressure for sexual favors;
d. Unwelcome touching, such as patting, pinching, or constant brushing against another's body;
e. Displaying or distributing of sexually explicit drawings, pictures, and written materials;
f. Graffiti of a sexual nature;
g. Sexual gestures;
h. Touching oneself sexually or talking about one's sexual activity in front of others;
i. Spreading rumors about or rating other's sexual activity or performance;
j. Remarks about an individual's sexual orientation; and
k. Sexual violence including rape, sexual battery, sexual abuse, and sexual coercion.

- *Title II of the Americans with Disabilities Act* extends the prohibition on discrimination established by Section 504 to all services, programs, and activities of State and local government entities.
- *Title VI* is a federal law that provides protection from discrimination based on race, color, or national origin in employment and employment practices in programs or activities receiving federal financial assistance.
- *Title VII* is a federal law that provides protection from discrimination on the basis of race, color, religion, sex or national origin. Title VII applies to all public school districts with 15 or more employees.
- *Title IX* is a federal law that provides protection from discrimination, based on sex, in education programs or activities that receive federal financial assistance.

Other or different definitions may be set forth in board regulations AAC-BR1 or AAC-BR2.

Complaint Filing Procedure

The Board shall create an informal and formal discrimination and harassment complaint filing procedure in board regulations coded AAC-BR. For Title IX sexual harassment complaints, grievance procedures shall be followed in accordance with federal regulations and board regulation AAC-BR2.

The procedure provides for an impartial investigation free of conflicts of interest and bias. Nothing in this policy or in the discrimination and harassment grievance procedure prevents an individual from pursuing redress available through state and/or federal law.

Confidentiality

An individual wishing to file an anonymous discrimination and/or harassment complaint must be advised that confidentiality may limit the district's ability to fully respond to the complaint and that retaliation is prohibited. The appropriate grievance coordinator (Title

IX, 504/Title II, or Nondiscrimination) shall perform a confidentiality analysis to determine when a request for confidentiality cannot be honored due to safety reasons or the district's obligation to maintain a nondiscriminatory educational environment. The complainant must be notified in writing of the confidentiality analysis outcome. A discrimination or harassment investigation report is subject to the open records law after 60 days or when the investigation is complete (whichever comes first), with limited exceptions such as when the record is protected by FERPA.

Complaint Recipients

If any district employee receives a discrimination or harassment complaint, the employee shall promptly forward it to the appropriate grievance coordinator. All district employees must receive training on their reporting duties.

Policy Training and Dissemination

The Board authorizes the Superintendent to develop discrimination and harassment awareness training for students and employees. In addition, the Superintendent shall display this policy and complementary grievance procedures in a prominent place in each district building and publish it in student and employee handbooks.

Grievance Coordinators

Districts must designate at least one employee to be their Title IX Coordinator and authorize such individual(s) to coordinate the district's efforts to comply with its responsibilities under the applicable regulations.

The Title IX Coordinator's responsibilities include overseeing the district's response to Title IX reports and complaints and identifying and addressing any patterns or systemic problems revealed by such reports and complaints. The Title IX Coordinator must have knowledge of the requirements of Title IX, of the district's policies and procedures on sex discrimination and of all complaints raising Title IX issues throughout the District. To accomplish this, the Title IX Coordinator must be informed of any report or complaint raising Title IX issues, even if the report or complaint was initially filed with another individual or office or if the investigation will be conducted by another individual or office.

The Board designates the Superintendent as the Title IX Coordinator. They may be contacted at: PO Box 579, Killdeer, ND or at 701-764-5877. Districts must notify applicants for employment, students, parents or legal guardians, employees and unions of the name and specified contact information for the designated Title IX Coordinator(s). The notification must also state that inquiries about the application of Title IX and its regulations may be directed to the district's Title IX Coordinator or the Assistant Secretary of Education, or both. Districts must prominently display the Title IX Coordinator(s) contract information on their website if any, and in each handbook it makes available to students, parents or legal guardians, employees and unions.

The 504/Title II Coordinator's responsibilities include overseeing the district's response to disability discrimination reports and complaints. The 504/Title II Coordinator must have

knowledge of the requirements of Section 504 and Title II, of the district's policies and procedures on disability discrimination, and of all complaints raising Section 504/Title II issues throughout the District. To accomplish this, the 504/Title II Coordinator must be informed of any report or complaint raising Section 504/Title II issues, even if the report or complaint was initially filed with another individual or office or if the investigation will be conducted by another individual or office. The Board designates the Superintendent as the 504/Title II Coordinator. They may be contacted at: PO Box 579, Killdeer, ND or at 701-764-5877.

The Nondiscrimination Coordinator's core responsibilities include overseeing the district's response to discrimination and harassment reports and complaints that do not include sex or disability under applicable federal laws, but instead the other protected statuses or sex or disability based discrimination under state law. The Board designates the Superintendent, as the Nondiscrimination Coordinator. They may be contacted at: PO Box 579, Killdeer, ND or at 701-764-5877.

Training

The Title IX, 504/Title II, and Nondiscrimination Coordinators, and any other school official responsible for the investigation of discrimination complaints, shall receive training. This training must include:

1. The definition of discrimination, harassment, and retaliation;
2. The handling of complaints under the Discrimination and Harassment Grievance Procedure (AAC-BR1); and
3. The applicability of confidentiality requirements.

In addition, the Title IX Coordinator(s), investigators, decision-makers, and those facilitating an informal resolution process, if applicable, under Title IX shall receive training in a number of areas specified in board regulation AAC-BR2.

Complementary Documents

- AAC-BR1, Discrimination and Harassment Grievance Procedure
- AAC-BR2, Title IX Sexual Harassment Grievance Procedure
- AAC-E1, Filing a State or Federal Discrimination and Harassment Complaint
- AAC-E2, Discrimination and/or Harassment Complaint Confidentiality Assessment
- AAC-E3, Discrimination and/or Harassment Training Requirements for Students and Employees
- AAC-E4, Reasonable Accommodation Request Physician Form
- AAC-E5, Notice of Title IX Sexual Harassment Complaint
- ABBB, Non-Curricular Use of District Property
- DE, Staff Code of Conduct
- FGDB, Student Handbooks

End of Killdeer School District #16 Policy AAC . . . . . Amended: 01/13/21

APPENDIX C – DISCRIMINATION AND HARRASSMENT GRIEVANCE PROCEDURE AAC-BR1

AAC-BR1 - DISCRIMINATION AND HARASSMENT GRIEVANCE PROCEDURE

The following procedure is designed to resolve discrimination, harassment, and retaliation complaints by and against students, parents, and third parties, as described in board policy, in a prompt and equitable manner. Board policy requires all students and staff to fully cooperate when asked to participate in a discrimination, harassment, or retaliation investigation. The procedure contained in this regulation supersedes the district's policies regarding complaints about personnel and bullying. For Title IX sexual harassment complaints, the procedure set forth in board regulation AAC-BR2, Title IX Sexual Harassment Grievance Procedure, will control and supersede this procedure.

Retaliation Prohibited

The District prohibits retaliation for an individual's participation in and/or initiation of a discrimination and/or harassment complaint investigation, including instances when a complaint is not substantiated. The consequences for violating this prohibition are delineated in board policy AAC, Nondiscrimination and Anti-Harassment Policy.

Complaint Filing Format and Deadlines

A complaint may be filed verbally or in writing and should be filed as soon as possible after the discrimination, harassment, or retaliation allegedly occurred. Delays in filing a complaint may cause difficulties in investigating the complaint.

With Whom Complaints May be Filed

A complaint may be filed with any district employee. District employees are required to report any discrimination or harassment to the appropriate grievance coordinator (Title IX, 504/Title II, or Nondiscrimination) when they knew (e.g., received a complaint, directly observed it) or should have known it was occurring (e.g., overheard students talking about an incident, saw discriminatory or harassing graffiti or vandalism on school property). Failure by a district employee to report under this regulation may result in disciplinary action.

Initiating Complaint Resolution Procedure

After receiving a discrimination and/or harassment complaint or gaining knowledge of potentially discriminatory and/or harassing conduct, the appropriate grievance coordinator shall contact the complainant, determine if an informal or formal investigation is appropriate, and determine if the complainant requests confidentiality. Requests for confidentiality must be handled in accordance with policy AAC.

Prohibition on Meeting with the Accused

At no time during the informal or formal resolution process shall the complainant be required to meet with the accused. If the appropriate grievance coordinator assigned to conduct or oversee the investigation is the accused, the Superintendent, or Board President (if the Superintendent is the accused) shall designate a different individual (which may be a third party) to carry out the accused's responsibilities associated with the investigation.

Third-Party Assistance

A school official responsible for conducting or overseeing discrimination and/or harassment investigations is authorized to receive assistance from the district's legal counsel throughout the process.

Investigation Timeframes

The informal resolution procedure must be completed within 30 days of a district employee reporting the complaint or incident to the appropriate grievance coordinator unless the investigator documents reasons for delays and communicates these reasons to the complainant and accused.

The formal resolution procedure must be completed within 60 days of a district employee reporting the complaint or incident to the appropriate grievance coordinator or a complainant or accused terminating the informal complaint procedure, unless the investigator documents reasons for delays and communicates these reasons with the complainant and accused. Acceptable reasons for delays include extended school breaks when witnesses are not available, and complex cases involving multiple witnesses.

Interim Measures

Pending the final outcome of an informal or formal resolution, the District shall institute interim measures to protect the complainant and inform their of support services available. Interim measures may include a district-enforced no contact order, schedule changes, academic modifications for the complainant, and/or school counseling for the complainant. These interim measures should have minimal impact on the complainant. If the accused is a student, interim measures should also take into consideration the accused student's educational rights.

Informal Resolution Procedure

This procedure may only be used when mutually agreed to by the complainant, the accused and the appropriate grievance coordinator. This procedure may not be used when the alleged discrimination and/or harassment may have constituted sexual violence

or any other crime. The formal resolution procedure must be used whenever the informal procedure is not permitted.

During the informal resolution process, the investigator shall gather information necessary to understand and resolve the complaint. Based on this fact-gathering process, the investigator shall propose an informal resolution, which may include requiring the accused to undergo training on discrimination and/or harassment, requiring all students and staff to undergo such training, instituting protection mechanisms for the complainant, and/or holding a formal meeting with the accused to review the nondiscrimination and anti-harassment policy and discuss the implications of violating it. Both the complainant and the accused must agree to the informal resolution before it can be instituted.

The appropriate grievance coordinator shall monitor the implementation and effectiveness of the informal resolution procedure and initiate the formal resolution procedure if discrimination and/or harassment persists.

Both the complainant and the accused have the right to terminate the informal resolution procedure at any time to pursue a remedy under the formal resolution procedure.

Formal Resolution Procedure

This procedure must be used whenever the informal resolution procedure is not used.

Whenever alleged discrimination or harassment may have constituted a crime the Superintendent should contact law enforcement and enter into a memorandum of understanding concerning sharing of evidence and coordination of the investigation. However, the District shall proceed with its investigation and this resolution procedure, regardless of the criminal investigation or outcome.

The fact-gathering portion of the investigation must be carried out or overseen by the appropriate grievance coordinator and must consist of interviews with the complainant, the accused, and any others who may have witnessed or otherwise have knowledge of the circumstances giving rise to the alleged complaint and may involve gathering and review of information relevant to the complaint. Both the complainant and accused will have equal opportunity to present evidence and name witnesses. Witnesses must be instructed not to discuss this matter with others.

The fact-gathering portion of the investigation must be completed as soon as practical.

Investigation Report

After the fact-gathering process is complete, under the formal resolution procedure, the appropriate grievance coordinator shall complete a written report containing a determination of whether allegations were substantiated, whether the nondiscrimination and anti-harassment policy was violated, and recommendations for corrective action, if any. The appropriate grievance coordinator shall assess if discrimination and/or harassment "more likely than not" occurred based on the following criteria:

1. Whether evidence suggests a pattern of conduct supportive of disproving the allegations of discrimination and/or harassment;
2. Whether behavior meets the definition of discrimination, harassment, and/or sexual harassment as defined in board policy;
3. Ages of the parties involved;
4. Relationship between the parties involved;
5. Severity of the conduct;
6. How often the conduct occurred, if applicable; and
7. How the District resolved similar complaints, if any, in the past.

The investigation report must indicate if any measures are to be instituted to protect the complainant. Such measures may include extending any interim protection measures taken during the investigation. The report must also inform the complainant of support services available, which at a minimum must include offering school counseling services if the complainant is a student.

The investigation report must contain a monitoring plan to evaluate the effectiveness of the resolution and help prevent recurrence.

Disciplinary Action

Any disciplinary action must be carried out in accordance with board policy, law, and, when applicable, the negotiated agreement.

The appropriate grievance coordinator along with the building principal shall determine if a recommendation for expulsion for an accused student should be made.

The appropriate grievance coordinator along with the Superintendent shall determine if a recommendation for discharge for an accused employee should be made.

If this recommendation is made and a hearing is required, the hearing must be held in accordance with district policy and law.

Both the complainant and accused shall have an equal right to attend the hearing, have a representative and parent (if student) present, present evidence, and question witnesses.

The complainant may choose to appoint a representative to participate in the hearing in their stead.

Notice of Outcome

Both the complainant and the accused must be provided written notice of the outcome of the complaint.

Nothing shall prevent the parties from seeking judicial redress through a court of competent jurisdiction or through any applicable state or federal complaint procedures.

Records Retention

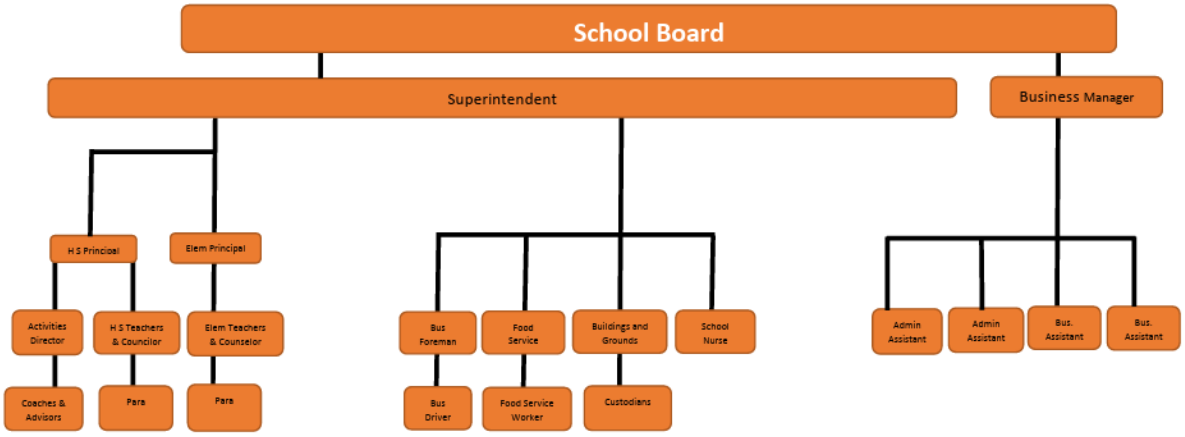
Investigation materials must be retained by the appropriate grievance coordinator (504/Title II, or Nondiscrimination) for at least six years. All Title IX sexual harassment records and training materials shall be maintained in accordance with federal regulations and board regulation AAC-BR2.

End of Killdeer School District #16 Board Reg. AAC-BR1 . . . . . Amended: 01/13/21

APPENDIX D – ORGANIZATIONAL CHART

Chain of Communication

Although having uncomfortable direct conversations is difficult, it is the most effective way to get to the bottom of an issue. Many simple misunderstandings and problems can effectively be handled when the conversation starts at the lowest possible level. The first question a person of authority on this flow chart should be, "Did you talk to the teacher, coach or advisor first?" Calling a board member and expecting them to fix a problem puts them in a difficult position. It is not the responsibility of school board members, the superintendent, or principal to engage until the teacher, coach or advisor has been contacted. If the problem is not satisfactorily resolved start up the Chain of Command.



APPENDIX E – DRUG & ALCOHOL FREE WORKPLACE POLICY DEAA

DEAA - DRUG AND ALCOHOL FREE WORKPLACE

Definitions

For purposes of this policy:

- *Alcohol* means any alcoholic beverage as defined in 23 U.S.C. 158 and NDCC 5-01-01.
- *Drug means* any controlled substance as defined in NDCC Sections 19-03.1-05 through 19-03.1-13 and 19-03.1-26 (paraphernalia); schedules I through V of the Controlled Substances Act (21 U.S.C. 812), and as further defined by regulation 21 CFR 1308.11 through 1308.
- *Possession* shall mean:

a. Actual physical possession of the drug or alcohol while on school property;

b. Use or consumption of the drug or alcohol while on school property;

c. Drugs or alcohol in the employee's car, handbag, backpack, or other belongings while on school property; or

d. Appearance by an employee on school property after having consumed or ingested the drug or alcohol that is noticeable by breath odor, speech alterations, unsteadiness of gait or posture, or like symptoms of chemical intoxication.

- *Reasonable suspicion* means a good faith suspicion by a trained district administrator and/or supervisor that an employee, based on objective facts and articulable observations, that an employee has violated the Drug and Alcohol Free Workplace policy and is using, or appears to presently be under the influence of drugs or alcohol.
- *School property* is defined in NDCC 15.1-19-10(6)(b) as all land within the perimeter of the school site, all school buildings, structures, facilities, and school vehicles, whether owned or leased by a school district, and the site of any school-sponsored event or activity.
- *Use* means that an employee is reasonably suspected to have ingested, injected, inhaled or otherwise taken into their body drugs or alcohol, or is reasonably found to be under the influence of drugs or alcohol.

The Killdeer School District is committed to a safe, healthy working and learning environment for its employees and students. Therefore, the District enforces the Drug

and Alcohol Free Workplace Act by prohibiting employees from the use, manufacturing, possession, distribution, or dispensing of drugs or alcohol while on school property, unless use is at the instruction of a physician, and the physician has advised that use shall not affect the employee's ability to perform duties. Employees are also prohibited from knowingly or intentionally aiding or abetting in any of the above activities.
An employee must inform their immediate supervisor when the employee's ability to perform job duties is impaired due to on- or off-duty drug or alcohol use.

Awareness Program

The Superintendent shall create an Employee Drug-free Awareness Program in accordance with federal law. Information on the effects of drug and alcohol misuse, signs and symptoms of a drug and/or alcohol problem, and available methods of intervention when a misuse problem is detected can be found on the bulletin boards outside the business office.
Policy Dissemination

The Superintendent shall give a copy of this policy to each employee and maintain documentation of receipt of this information.
Reasonable Suspicion Testing

Employees may be subject to drug and/or alcohol testing when there is reasonable suspicion by the district administrator and/or supervisor that indicates the employee may have violated district policy and is using or appears to presently be under the influence of drugs and/or alcohol in violation of the policy.
Reasonable suspicion testing shall be based on objective facts and articulable observations that are consistent with the signs and symptoms of drug and alcohol abuse; including, but not limited to, appearance, behavior, motor skills, attendance and/or work performance by the employee. The circumstances, under which drug and alcohol testing shall be considered, as outlined above, are strictly limited to time and place of employee conduct while on duty, during work hours, and/or on school property.
The District shall take steps to ensure that district administrators and supervisors receive proper training to recognize the signs and symptoms of drug and alcohol misuse prior to making determinations for reasonable suspicion testing.
Reasonable suspicion testing shall be performed in accordance with federal law on Transportation Workplace Drug Testing and testing procedures outlined in administrative regulation. The District shall designate collection sites where employees may provide specimens. This language in no way authorizes the District to conduct pre-employment, random, post-accident, return-to-duty, or follow-up drug testing on employees not subject to the Omnibus Transportation Testing Act or positions not defined by the Board as safety sensitive.
The District shall pay all costs of the employee drug and alcohol testing, unless the test is a retest requested by the employee. District employees will be compensated at their regular rate of pay for the time during which they are undergoing any drug or alcohol testing, including transportation time.

Violation Reporting

As a condition of employment, each employee shall agree to abide by this policy and notify the Superintendent of any criminal drug statute conviction for a violation occurring in the workplace no later than five days after such conviction. The Superintendent, in accordance with applicable law, shall notify the appropriate federal and/or state agency after receiving any notice of a conviction for a violation occurring in the workplace. Failure of the employee report the conviction within the time prescribed may lead to disciplinary action up to and including discharge.

Violations

Violations of this policy may result in the following:

1. Unpaid leave or suspension;

2. Termination of employment, due process procedures shall be followed prior to termination, if required to; or

3. Notification of proper law enforcement authorities.

Assistance

The Board recognizes that drug and/or alcohol addiction is a treatable disease and that early intervention and support improve the success of rehabilitation. Treatment for drug and/or alcohol addiction may be covered by the employee benefit plan; however, the ultimate financial responsibility for this treatment belongs to the employee.

Confidentiality

All information received by the District as a result of this policy is confidential. Access to this information is limited to those who have a legitimate need to know or upon written consent of the employee.

The District shall maintain employee testing records in accordance with federal law on drug and alcohol testing regulations.

Complementary Documents

- DE, Staff Code of Conduct
- DEAA-AR, Procedure if Drug and Alcohol Use is Reasonably Suspected
- DEAA-E, Record of Observable Behavior

End of Killdeer School District #16 Policy DEAA.....Amended: 04/08/20

APPENDIX F – MISCELLANEOUS PAY RATES

Miscellaneous Pay Rates	2026-2027
Daily Substitute Teacher Rate	$180.00
Hourly Substitute Teacher Rate	$24.00
Long-Term Daily Substitute Teacher Rate (starts with day 11, when over 10 consecutive days in same classroom working as the classroom teacher)	$299.12
Hourly Training/Meeting Rate-Certified Teachers (outside of contract day)	$28.00
Resource Room Hourly Rate - Certified Teachers (outside of contract day)	$31.00
Summer School Non-Certified Hourly Rate	$30.00
Summer School & Drivers Ed Certified Teacher Hourly Rate	$34.00
Activity Bus Driver Hourly Rate - With CDL	$22.00+25% Coach/Teacher/Driver
Activity Bus Driver Hourly Rate - Without CDL	$21.00+25% Coach/Teacher/Driver

END OF DOCUMENT

F. Consider Rescinding Board Regulation BCAB-BR.

***PUBLIC COMMENT**: If you would like to sign up for public comment, please provide the following through the avenues listed:*

Your name & Agenda item on which you will be commenting

Via email: jeff.simmons@k12.nd.us at least one day prior to the meeting

Via phone: Call the school during normal business hours at 701-764-5877

In-person: Stop by the Superintendent's Office during normal business hours at 101 High Street NW, Killdeer, ND

REGULATION

BCAB-BR - PROCEDURE FOR SEATING NEW BOARD AT THE ANNUAL MEETING

The annual meeting in July shall be called to order by the Superintendent. This individual shall serve as chair pro-tem until a new president is elected. The chair pro-tem shall acknowledge all new board members, who shall be seated after the call to order. The chair pro-tem will then follow the order of business delineated in the agenda. Election of officers shall be considered a special order and acted upon before addressing unfinished business and new business.

End of Killdeer School District #16 Board Reg. BCAB-BR . . . . . Approved: 10/10/16, Re-Affirmed 5/13/26

G. Consider Adopting Board Regulation BC-BR

***PUBLIC COMMENT**: If you would like to sign up for public comment, please provide the following through the avenues listed:*

Your name & Agenda item on which you will be commenting

Via email: jeff.simmons@k12.nd.us at least one day prior to the meeting

Via phone: Call the school during normal business hours at 701-764-5877

In-person: Stop by the Superintendent's Office during normal business hours at 101 High Street NW, Killdeer, ND

REGULATION

BC-BR - PROCEDURE FOR SEATING NEW BOARD AT THE ANNUAL MEETING

The term of office for a new school board member begins at the annual meeting in July following the member's election and continues until a successor is elected and qualified in accordance with N.D.C.C. § 15.1-09-02. Before commencing duties, the new member is required to take and file with the District business manager an affirmation or oath of office in compliance with N.D.C.C. § 15.1-09-25.

The annual meeting in July shall be called to order by **[the most senior board member remaining on the Board]**. This individual shall serve as chair pro-tem until a new president is elected at the meeting. The chair pro-tem shall acknowledge all new board members, who shall be seated after the call to order. The chair pro-tem will then follow the order of business delineated in the agenda. Election of officers shall be considered a special order and acted upon before addressing unfinished business and new business. No unfinished or new business shall be addressed while the outgoing board members are still seated.

New board members must be reminded that within one year of assuming office, each newly elected board member must attend an inservice training workshop hosted by the North Dakota School Boards Association or its designee in accordance with N.D.C.C. § 15.1-09-32.

End of [Name of District] Board Regulation BC-BR . . . . . Adopted:

[06/26]

NOTICE

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Policy Services members should refrain from sending any NDSBA policy templates outside their District. Districts with policy template requests or questions should contact our office at 1-800-932-8791.

H. Consider Updates to Policy CABB Hiring Administrative Staff

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***PUBLIC COMMENT**: If you would like to sign up for public comment, please provide the following through the avenues listed:*

Your name & Agenda item on which you will be commenting

Via email: jeff.simmons@k12.nd.us at least one day prior to the meeting

Via phone: Call the school during normal business hours at 701-764-5877

In-person: Stop by the Superintendent's Office during normal business hours at 101 High Street NW, Killdeer, ND

RECOMMENDED

CABB - HIRING ADMINISTRATIVE STAFF

Definitions

For the purposes of this policy, administrative positions include, principals and administrative positions determined by the Board. The definition does not include the Superintendent.

Advertising

When the Board declares an administrative position open, the Superintendent shall advertise the opening within the District and may advertise through appropriate channels outside the District. Prior to advertising, the Board and Superintendent should review and, if necessary, update the position's job description. A current district employee is not eligible for Veterans Preference if applying for a different job within the District.

All advertising for administrative positions may include a statement that applicants are eligible for Veterans' Preference and shall include a statement that the District is an Equal Opportunity Employer. The advertisement should include a closing date.

Screening

The Superintendent and/or a hiring committee shall investigate the qualifications of applicants for administrative positions. ~~As part of this qualification investigation, applicants shall be required to submit to a criminal history record check. The Superintendent or designee shall adjudicate criminal history records. In order to qualify for an administrative position, an applicant must receive satisfactory adjudication of the criminal history record and possess the necessary education, qualifications, and experience as determined by the Superintendent and/or hiring committee~~

and shall comply with all legal requirements regarding criminal history background checks for individuals having unsupervised contact with students. Legal requirements will be met by requesting an individual to undergo a criminal history background check or by receiving documentation that the individual has undergone a criminal history background check in order to be licensed by the education standards and practices board or by any other state licensing board under N.D.C.C. 15.1-06-06 (1)(f). **[OPTIONAL: The Superintendent or designee shall review criminal background check records.]** In order to qualify for an administrative position, an applicant must **[receive satisfactory adjudication of the criminal history record and]** possess the necessary education, qualifications, administrative licensure (or other approval by the North Dakota Education Standards and Practices Board), and experience as determined by the **[Superintendent and/or hiring committee]** using standards contained in the job description.

Competitive Personnel System

Applicants deemed to be qualified shall advance to the next stage of the screening process, which consists of completion of requirements under the competitive personnel system. This system consists of the following components: phone interviews and face-to-face interviews. Under this system, the hiring committee scores applicants eligible for Veterans' Preference in accordance with NDCC 37-19.1-02. The hiring committee shall

develop a rubric for scoring administrative applicants under the competitive personnel system and for defining the threshold for ~~a passing~~ establishing a score.

~~The District may further investigate the qualifications of applicants who received a passing score under the competitive personnel system by conducting follow-up interviews and/or checking sources such as, but not limited to, references, employment history, and background check databases.~~

Veterans who are afforded preference points or percentages to their score must receive a compiled score high enough to advance to the next round in the hiring process, which may include further screening, phone interviews, in-person interviews, or other components.

Hiring Authority
The Superintendent shall bring hiring recommendations for administrative positions to the Board. The Board shall make final hiring decisions for all administrative positions.

Complementary Documents

- DBAC, Recruiting and Hiring Teachers
- DBAA-AR, Background Check Screening Procedure

End of Killdeer School District #16 Policy CABB.....Amended: ~~10/14/16~~ 11/11/26

RECOMMENDED

CABB - HIRING ADMINISTRATIVE STAFF

Definitions

For the purposes of this policy, administrative positions include, principals and administrative positions determined by the Board. The definition does not include the Superintendent.

Advertising

When the Board declares an administrative position open, the Superintendent shall advertise the opening within the District and may advertise through appropriate channels outside the District. Prior to advertising, the Board and Superintendent should review and, if necessary, update the position's job description. A current district employee is not eligible for Veterans Preference if applying for a different job within the District.

All advertising for administrative positions may include a statement that applicants are eligible for Veterans' Preference and shall include a statement that the District is an Equal Opportunity Employer. The advertisement should include a closing date.

Screening

The Superintendent and/or a hiring committee shall investigate the qualifications of applicants for administrative positions. As part of this qualification investigation, applicants shall be required to submit to a criminal history record check. The Superintendent or designee shall adjudicate criminal history records. In order to qualify for an administrative position, an applicant must receive satisfactory adjudication of the criminal history record and possess the necessary education, qualifications, and experience as determined by the Superintendent and/or hiring committee using standards contained in the job description.

Competitive Personnel System

Applicants deemed to be qualified shall advance to the next stage of the screening process, which consists of completion of requirements under the competitive personnel system. This system consists of the following components: phone interviews and face-to-face interviews. Under this system, the hiring committee scores applicants eligible for Veterans' Preference in accordance with NDCC 37-19.1-02. The hiring committee shall develop a rubric for scoring administrative applicants under the competitive personnel system and for defining the threshold for a passing score.

The District may further investigate the qualifications of applicants who received a passing score under the competitive personnel system by conducting follow-up interviews and/or checking sources such as, but not limited to, references, employment history, and background check databases.

Hiring Authority

The Superintendent shall bring hiring recommendations for administrative positions to the Board. The Board shall make final hiring decisions for all administrative positions.

Complementary Documents

RECOMMENDED

- DBAC, Recruitment, Hiring, & Background Checks for New Instructional Personnel
- DBAA-AR, Background Check Screening Procedure

End of Killdeer School District #16 Policy CABB.....Amended: 10/14/16

RECOMMENDED

CABB - HIRING ADMINISTRATIVE STAFF

Definitions
For the purposes of this policy, administrative positions include **[assistant principals]**, principals, **[assistant superintendents]**, **[list others]**. The definition does not include the Superintendent.

Advertising
When the Board declares an administrative position open, the Superintendent or designee **[shall] [may]** advertise the opening within the District and may advertise through appropriate channels outside the District. Prior to advertising, the Board and Superintendent should review and, if necessary, update the position's job description **[and the competitive personnel system used for Verterans' Preference or other applicable laws]**. A current district employee is not eligible for Veterans' Preference if applying for a different job within the District.

All advertising for administrative positions may include a statement that applicants are eligible for Veterans' Preference and shall include a statement that the District is an Equal Opportunity Employer. The advertisement should include a closing date.

Screening
[The Superintendent] [A hiring committee] shall investigate the qualifications of applicants for administrative positions and shall comply with all legal requirements regarding criminal history background checks for individuals having unsupervised contact with students. Legal requirements will be met by requesting an individual to undergo a criminal history background check or by receiving documentation that the individual has undergone a criminal history background check in order to be licensed by the education standards and practice es board or by any other state licensing board under N.D.C.C. 15.1-06-06 (1)(f). **[OPTIONAL: The Superintendent or designee shall review criminal background check records.]** In order to qualify for an administrative position, an applicant must **[receive satisfactory adjudication of the criminal history record and]** possess the necessary education, qualifications, administrative licensure (or other approval by the North Dakota Education Standards and Practices Board), and experience as determined by the **[Superintendent] [hiring committee]** using standards contained in the job description.

Competitive Personnel System
[OPTION 1 - The District does not use a competitive personnel system when hiring administrators. If a qualified veteran or disabled veteran applies for an administrative opening, the qualified veteran entitled to preference under law will receive the position. If multiple qualified veterans apply, the District shall comply with selection procedures contained in law. If a qualified veteran or disabled veteran does not apply for an administrative opening, selection shall be made using an interview [and {list other screening procedures}].

SAMPLE

[OPTION 2 - Applicants deemed to be qualified shall advance to the next stage of the screening process, which consists of completion of requirements under the competitive personnel system. This system consists of the following components: {phone interviews,} {an aptitude exam,} {face-to-face interviews,} {list other components}. Under this system, the {Superintendent} {hiring committee} scores applicants eligible for Veterans' Preference on a 100-point scale or based on adding appropriate percentages to an applicant's score in accordance with N.D.C.C. § 37-19.1-02. The {Superintendent} {hiring committee} shall develop a rubric for scoring administrative applicants under the competitive personnel system and for defining the threshold for establishing a score. Veterans who are afforded preference points or percentages to their score must receive a compiled score high enough to advance to the next round in the hiring process, which may include further screening, phone interviews, in-person interviews, or other components.]

Hiring Authority
[The Superintendent] [A hiring committee] shall bring hiring recommendations for administrative positions to the Board. The Board shall make final hiring decisions for all administrative positions.

Complementing NDSBA Templates (may contain items not adopted by the Board)

- DBAC, Recruiting and Hiring Teachers
- DBAA-AR, Background Check Screening Procedure

End of [Name of District] Policy CABB . . . . . Adopted:

[06/26]

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Policy Services members should refrain from sending any NDSBA policy templates outside their District. Districts with policy template requests or questions should contact our office at 1-800-932-8791.

I. Consider Rescinding Policy FAAC Enrollment of Suspended or Expelled Students

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***PUBLIC COMMENT**: If you would like to sign up for public comment, please provide the following through the avenues listed:*

Your name & Agenda item on which you will be commenting

Via email: jeff.simmons@k12.nd.us at least one day prior to the meeting

Via phone: Call the school during normal business hours at 701-764-5877

In-person: Stop by the Superintendent's Office during normal business hours at 101 High Street NW, Killdeer, ND

RECOMMENDED

FAAC - ENROLLMENT OF SUSPENDED OR EXPELLED STUDENTS

Any student who has been suspended or expelled from another district will not be permitted to enroll in the District until eligible to re-enroll in his or her former district or until the Board or the Superintendent has reviewed the prior suspension or expulsion and determines that the suspension or expulsion was illegal or improperly imposed.

Complementary Documents

- FFK, Suspension & Expulsion

End of Killdeer School District #16 Policy FAAC.....Adopted: 11/03/14

RECOMMENDED

FAAC - ENROLLMENT OF SUSPENDED OR EXPELLED STUDENTS

Open Enrollment/ Tuition Agreements

Any student who is currently under suspension or expulsion in another district will not be permitted to open enroll or enroll through a tuition agreement in the District until eligible to re-enroll in their former district, unless the Board or the Superintendent reviews the student's education record, including the prior suspension or expulsion file, and makes the decision to allow the enrollment.

Residents of the School District

Potential enrollment of students who move into the District and become residents of the District will be subject to review by the Board or Superintendent. The Board or Superintendent will review the prior suspension or expulsion record and make a determination regarding services, placement, and/or honoring the expulsion period and terms of the expulsion hearing officer's decision.

Pending Suspension or Expulsion Proceedings

If a student enrolls in the District under any circumstances and would have been subject to suspension or expulsion proceedings in the student's previous school district had the student not left previous enrollment, the Board or Superintendent may review the student's education record, including information related to the previously-pending suspension or expulsion proceedings, and may choose to move forward with suspension or expulsion in accordance with the District's policies and procedures.

Complementing NDSBA Templates (may contain items not adopted by the Board)

- FAAA, Open Enrollment
- FAAD, Tuition Agreements (Education of Non-Resident Students)
- FFK, Suspension and Expulsion

End of [Name of District] Policy FAAC . . . . . Adopted:

[06/26]

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J. Consider Adopting Policy FAAC Enrollment of Suspended or Expelled Students

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***PUBLIC COMMENT**: If you would like to sign up for public comment, please provide the following through the avenues listed:*

Your name & Agenda item on which you will be commenting

Via email: jeff.simmons@k12.nd.us at least one day prior to the meeting

Via phone: Call the school during normal business hours at 701-764-5877

In-person: Stop by the Superintendent's Office during normal business hours at 101 High Street NW, Killdeer, ND

RECOMMENDED

FAAC - ENROLLMENT OF SUSPENDED OR EXPELLED STUDENTS

Open Enrollment/ Tuition Agreements

Any student who is currently under suspension or expulsion in another district will not be permitted to open enroll or enroll through a tuition agreement in the District until eligible to re-enroll in their former district, unless the Board or the Superintendent reviews the student's education record, including the prior suspension or expulsion file, and makes the decision to allow the enrollment.

Residents of the School District

Potential enrollment of students who move into the District and become residents of the District will be subject to review by the Board or Superintendent. The Board or Superintendent will review the prior suspension or expulsion record and make a determination regarding services, placement, and/or honoring the expulsion period and terms of the expulsion hearing officer's decision.

Pending Suspension or Expulsion Proceedings

If a student enrolls in the District under any circumstances and would have been subject to suspension or expulsion proceedings in the student's previous school district had the student not left previous enrollment, the Board or Superintendent may review the student's education record, including information related to the previously-pending suspension or expulsion proceedings, and may choose to move forward with suspension or expulsion in accordance with the District's policies and procedures.

Complementing NDSBA Templates (may contain items not adopted by the Board)

- FAAA, Open Enrollment
- FAAD, Tuition Agreements (Education of Non-Resident Students)
- FFK, Suspension and Expulsion

End of [Name of District] Policy FAAC . . . . . Adopted:

[06/26]

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K. Consider Amending Policy FDD Education of Pregnant and Parenting Students

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***PUBLIC COMMENT**: If you would like to sign up for public comment, please provide the following through the avenues listed:*

Your name & Agenda item on which you will be commenting

Via email: jeff.simmons@k12.nd.us at least one day prior to the meeting

Via phone: Call the school during normal business hours at 701-764-5877

In-person: Stop by the Superintendent's Office during normal business hours at 101 High Street NW, Killdeer, ND

REQUIRED

FDD - EDUCATION OF PREGNANT AND PARENTING STUDENTS

Pregnant and parenting students shall be entitled to all protections contained in the district's nondiscrimination and anti-harassment policy and should report any violations of these protections using the district's discrimination and harassment grievance procedure. These students shall be allowed to participate in all school programs and activities on the same basis as any other student enrolled in Killdeer Public Schools.

Attendance Standards for Pregnancy and Post-Pregnancy Conditions
Absences due to pregnancy and post-pregnancy related conditions shall be excused and approved so long as the student and/or her parent/guardian complies with any district documentation requirements associated with the absence as stated in the attendance policy. Documentation requirements for pregnancy and post-pregnancy related absences shall be no more stringent than documentation requirements the District has instituted for student absences due to illness or other temporary medical condition.

.

Students shall not be disciplined or their status as a student otherwise demoted due to absences resulting from pregnancy or a post-pregnancy condition. Furthermore, students absent due to a pregnancy/a post-pregnancy condition shall not be barred from participating in district programs and activities except when absences result in ineligibility to participate in activities covered under North Dakota High School Activities Association bylaws or rules. Students will be given a reasonable time to make up missed work or participate in a credit recovery program. Failure by the student to complete any make up work requirements or credit recovery program(s) may result in a demotion in grades, retention, extracurricular ineligibility, or other appropriate recourse as determined by district administration in accordance with applicable district policy.

Accommodations for Pregnant Students
The District shall provide reasonable accommodations to pregnant students and students recovering from pregnancy upon request by the student, her parent/guardian, or her medical provider.

Alternative Curricular Participation
The District shall encourage pregnant and parenting students to remain enrolled in the regular school program; however, the District will provide educational options to those students who are unable or who elect not to remain in their regular schools. Those options may include homebound tutoring, an alternative day school program, virtual courses and/or instruction, attendance at adult evening classes and/or other educational instruction as allowed by law.~~.~~ Pregnant and parenting students electing one of these options shall be permitted to reenter the regular education program upon request. If a request to re-enroll is made near the end of a semester, the District may elect to re-enroll the student in the regular education program at the beginning of the subsequent semester.

Medical Documentation Requests and Participation in Physical Activities

REQUIRED

Pregnant students involved in programs involving physical activity will be required to provide medical documentation certifying fitness for participation only on the same basis as the District requires such documentation from other students with temporary medical conditions.. Any medical documentation required for a pregnant student to participate in physical activities shall be no more stringent than when medical documentation is required to be provided by any other student as a condition of participation in physical activities.

Disclosure

If a student discloses her pregnancy status to a district employee, the employee will refer the student to a school counselor. The school counselor shall encourage the student to inform her parent(s)/guardian of the pregnancy if such advice is in the best safety interest of the student.

~~If a student refuses to inform her parent(s)/guardian of her pregnancy within a reasonable time, the counselor, in conjunction with the Superintendent, shall make a decision about whether or not to inform the student's parent(s)/guardian. The decision shall be made on a case-by-case basis, taking into account the student's age and safety. Before acting on the decision, the counselor shall contact the student and provide her with an opportunity to appeal the decision to the Superintendent.~~

[OPTIONAL: Students are responsible for informing parent(s)/guardian(s) of pregnancy under the same circumstances that a student may report any other temporary medical condition. The District will not report a student pregnancy to any third party unless the law, policy, or an immediate health and safety risk requires such reporting. Before acting on a decision to report to a third party, District employees must consult with and/or gain approval from the Superintendent and/or Title IX Coordinator.]

Complementary Documents

- AAC, Nondiscrimination and Anti-Harassment Policy
- ~~AAC-BR, Discrimination and Harassment Grievance Procedures~~
- AAC-BR2, Title IX Sexual Harassment Grievance Procedure
- FFB, Attendance and Absence

End of Killdeer School District #16 Policy FDD.....~~Adopted: 02/12/20~~Amended: 11/11/26

REQUIRED

FDD - EDUCATION OF PREGNANT AND PARENTING STUDENTS

Pregnant and parenting students shall be entitled to all protections contained in the district's nondiscrimination and anti-harassment policy and should report any violations of these protections using the district's discrimination and harassment grievance procedure. These students shall be allowed to participate in all school programs and activities on the same basis as any other student enrolled in Killdeer Public Schools.

Attendance Standards for Pregnancy and Post-Pregnancy Conditions
Absences due to pregnancy and post-pregnancy related conditions shall be excused and approved so long as the student and/or her parent/guardian complies with any district documentation requirements associated with the absence as stated in the attendance policy. Documentation requirements for pregnancy and post-pregnancy related absences shall be no more stringent than documentation requirements the District has instituted for student absences due to illness.

Students shall not be disciplined or their status as a student otherwise demoted due to absences resulting from pregnancy or a post-pregnancy condition. Furthermore, students absent due pregnancy/a post-pregnancy condition shall not be barred from participating in district programs and activities except when absences result in ineligibility to participate in activities covered under North Dakota High School Activities Association bylaws. Students will be given a reasonable time to make up missed work or participate in a credit recovery program. Failure by the student to complete any make up work requirements or credit recovery program(s) may result in a demotion in grades, retention, extracurricular ineligibility, or other appropriate recourse as determined by district administration in accordance with applicable district policy.

Accommodations for Pregnant Students
The District shall provide reasonable accommodations to pregnant students and students recovering from pregnancy upon request by the student, her parent/guardian, or her medical provider.

Alternative Curricular Participation
The District shall encourage pregnant and parenting students to remain enrolled in the regular school program; however, the District will provide educational options to those students who are unable or who elect not to remain in their regular schools. Those options may include homebound tutoring, an alternative day school program, and/or attendance at adult evening classes. Pregnant and parenting students electing one of these options shall be permitted to reenter the regular education program upon request. If a request to re-enroll is made near the end a semester, the District may elect to re-enroll the student in the regular education program at the beginning of the subsequent semester.

Medical Documentation Requests and Participation in Physical Activities
Pregnant students involved in programs involving physical activity will be required to provide medical documentation certifying fitness for participation only on the same basis as the District requires such documentation from other students. Any medical

documentation required for a pregnant student to participate in physical activities shall be no more stringent than when medical documentation is required to be provided by any other student as a condition of participation in physical activities.

Disclosure
If a student discloses her pregnancy status to a district employee, the employee will refer the student to a school counselor. The school counselor shall encourage the student to inform her parent(s)/guardian of the pregnancy if such advice is in the best safety interest of the student.

If a student refuses to inform her parent(s)/guardian of her pregnancy within a reasonable time, the counselor, in conjunction with the Superintendent, shall make a decision about whether or not to inform the student's parent(s)/guardian. The decision shall be made on a case-by-case basis, taking into account the student's age and safety. Before acting on the decision, the counselor shall contact the student and provide her with an opportunity to appeal the decision to the Superintendent.

Complementary Documents

- AAC, Nondiscrimination and Anti-Harassment Policy
- AAC-BR, Discrimination and Harassment Grievance Procedures
- FFB, Attendance and Absence

End of Killdeer School District #16 Policy FDD .....Adopted: 02/12/20

REQUIRED

FDD - EDUCATION OF PREGNANT AND PARENTING STUDENTS

Pregnant and parenting students shall be entitled to all protections contained in the district's nondiscrimination and anti-harassment policy and should report any violations of these protections using the district's discrimination and harassment grievance procedure. These students shall be allowed to participate in all school programs and activities on the same basis as any other student enrolled in **[Name of District]** Public Schools.

Attendance Standards for Pregnancy and Post-Pregnancy Conditions

Absences due to pregnancy and post-pregnancy related conditions shall be excused and approved so long as the student and/or her parent/guardian complies with any district documentation requirements associated with the absence as stated in the attendance policy. Documentation requirements for pregnancy and post-pregnancy related absences shall be no more stringent than documentation requirements the District has instituted for student absences due to illness or other temporary medical condition.

Students shall not be disciplined or their status as a student otherwise demoted due to absences resulting from pregnancy or a post-pregnancy condition. Furthermore, students absent due to a pregnancy/ a post-pregnancy condition shall not be barred from participating in district programs and activities except when absences result in ineligibility to participate in activities covered under North Dakota High School Activities Association bylaws or rules. Students will be given a reasonable time to make up missed work or participate in a credit recovery program. Failure by the student to complete any make up work requirements or credit recovery program(s) may result in a demotion in grades, retention, extracurricular ineligibility, or other appropriate recourse as determined by district administration in accordance with applicable district policy.

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Medical Documentation Requests and Participation in Physical Activities
Pregnant students involved in programs involving physical activity will be required to provide medical documentation certifying fitness for participation only on the same basis as the District requires such documentation from other students with temporary medical conditions. Any medical documentation required for a pregnant student to participate in physical activities shall be no more stringent than when medical documentation is required to be provided by any other student as a condition of participation in physical activities.

Disclosure
If a student discloses her pregnancy status to a district employee, the employee will refer the student to a school counselor. The school counselor shall encourage the student to inform her parent(s)/guardian of the pregnancy if such advice is in the best safety interest of the student.

[OPTIONAL: Students are responsible for informing parent(s)/guardian(s) of pregnancy under the same circumstances that a student may report any other temporary medical condition. The District will not report a student pregnancy to any third party unless the law, policy, or an immediate health and safety risk requires such reporting. Before acting on a decision to report to a third party, District employees must consult with and/or gain approval from the Superintendent and/or Title IX Coordinator.]

Complementing NDSBA Templates (may contain items not adopted by the Board)

- AAC, Nondiscrimination and Anti-Harassment Policy
- AAC-BR2, Title IX Sexual Harassment Grievance Procedure
- FFB, Attendance and Absence

Legal References

- 20 U.S.C. § 1681 et esq., Title IX of the Education Amendments of 1972
- 34 C.F.R. § 106, Nondiscrimination on the Basis of Sex in Education Programs or Activities Receiving Federal Financial Assistance
- N.D.C.C. § 23-12-16, Right to Breastfeed

End of [Name of District] Policy FDD . . . . . Adopted:

[06/26]

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8. Other
9. Announcements
    A. Next Regular Meeting: December 9, 2026 at 5:30 pm
10. Adjourn

***PUBLIC COMMENT**: If you would like to sign up for public comment, please provide the following through the avenues listed:*

Your name & Agenda item on which you will be commenting

Via email: jeff.simmons@k12.nd.us at least one day prior to the meeting

Via phone: Call the school during normal business hours at 701-764-5877

In-person: Stop by the Superintendent's Office during normal business hours at 101 High Street NW, Killdeer, ND