

DOUGLAS SCHOOL DISTRICT
BOARD OF EDUCATION

AGENDA

Monday, January 9, 2023

**VANDENBERG ELEMENTARY SCHOOL - Library Conference Room
561 Briggs Street
Box Elder, SD 57719**

5:00 PM

DOUGLAS SCHOOL DISTRICT INVITES YOU TO ATTEND A SCHEDULED ZOOM ROOM MEETING:

Join Zoom Meeting

<https://sdk12.zoom.us/j/97240085274?pwd=VEttaHhEQ1ZpckpxOGFGSEhlaDRTUT09>

Meeting ID: 972 4008 5274

Passcode: 961914

Individuals attending virtually and desiring to speak during public forum should email their request to the Superintendent's Office (Kevin.Case@k12.sd.us or Jackie.McPherson@k12.sd.us), including all identifying information by noon of the day of the board meeting.

1. Call Meeting To Order:
2. Pledge of Allegiance and Moment of Silence In Honor Of Fallen Soldiers And Active Duty Persons:
3. Recognition:
4. Review of Board Working Agreements:
 - Student Success is our Center
 - Be Respectful: Presume Positive Intent; Embrace Cognitive Conflict; Practice Suspension
 - Listen to Learn and Understand; Speak to Clarify
- 5.
6. Public Forum:
7. Approval of Agenda:
8. Consent Agenda Items:
 - A. Approval of Regular Meeting Minutes for December 12, 2022 and Special Meeting Minutes for December 14, 2022.
 - B. Approve Personnel Action
 - C. Approve Financial Reports

- D. Approve the Purchases and Issuing of Accounts Payable and Payroll
 - E. Approve Conflict Disclosures and Waiver Authorizations Pursuant to SDCL 3-23-3
9. Items Removed From Consent Agenda
10. Elementary and Secondary Curriculum and Instruction Items:
- A. Professional Development Review - January 5 - 6, 2023
11. Superintendent Items:
- A. Approve forgiveness of six (6) Inclement Weather Days on December 13-16 and December 21-22, 2022.
 - B. Approve Student Assignment Request as recommended to attend Douglas School District for the 2022-23 school year.
 - C. Approve Open Enrollment Applications under the Emergency Clause of Board Policy JECB to attend Douglas School District effective the 2022-23 school year.
12. Fiscal Resources Items:
- A. BE IT RESOLVED that the Douglas Board of Education, in accordance with Board Policy BBB, hereby sets the Douglas School District Board Election for June 6, 2023. Polls will be open from 7:00 am until 7:00 pm.
13. Operational Support Services Items:
- A. Consider ADMINISTRATIVE VOLUNTARY SEPARATION PLAN REQUESTS as recommended per the Administrative Handbook, effective at the end of the 2022-23 School Year pending completion of the employee's 2022-23 contract.
14. Reports:
- A. Superintendent:
 - Western Dakota Tech Follow Up From Meeting and Scheduling a Time to Tour Facilities;
 - Work Session - January 23 - Facility Funding Update and Discussion of Community Facility Needs & Awareness Campaign
 - B.
 - C. Committee Reports From Board Members and Comments from Associate Board Members
15. Upcoming Calendar Events:
- | | |
|------------|---------------------|
| January 16 | Holiday - No School |
| January 23 | BOE Meeting |

16. Executive Session for personnel per SDCL 1-25-2.1.

17. Adjournment

DSD 51-1 Board of Education Working Agreements

Finalized 11/28/2022

- Student success is our center;
- Be respectful: presume positive intent; embrace cognitive conflict; practice suspension;
- Listen to learn and understand, speak to clarify.

Notes:

- All board members:
 - participated in creating and finalizing the above working agreements at our 11/28/2023 work session.
 - agreed to revisit the working agreements in July as we start a new year;
 - discussed the importance of reviewing the working agreements at the beginning and possibly at the end of each meeting.

- The Working Agreements are a result of the DSD Board of Education's ongoing professional development work and were developed with the support of Ellie Martinez, Toni Prickett, and Kevin Case. 4 to 6 work sessions filled with learning and conversation on a number of topics helped to shape the creation of these agreements.

SECTION	B	TITLE	Board Governance and Operations	FILE	BDDH
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Public Participation at Board Meetings

The School Board recognizes and respects the input which may be provided by the public on school district matters. The Board also recognizes and respects the distinction between a school board meeting that is open to the public and a public hearing held by the school board.

- At a school board meeting which is open to the public, members of the public may be present, observe and listen to the school board conduct its business and may speak during the school board meeting consistent with this policy.
- At a public hearing held by the school board, there is usually one topic to be presented by the District and discussed. The public is given the opportunity to speak and be heard on the topic which is the reason for the public hearing. This type of meeting allows for public participation under the rules designed specifically for that meeting and is not subject to this policy.

This Policy applies only to regularly scheduled school board meetings held in open session. Matters addressed in executive session pursuant to SDCL 1-25-2 are not open to the public.

Personnel matters or complaints that directly or indirectly identify an employee shall not be discussed. Complaints against school employees or students, and complaints related to sexual harassment or bullying, must be addressed according to specific school district policies before being addressed by the School Board.

When a complaint against a school employee or a student is brought to the Board during the public forum, the Board President will direct the person bringing the complaint to the applicable complaint procedure. The complaint procedures are designed to ensure the proper balance in protecting the rights of the person(s) bringing the complaint and the rights of the person against whom the complaint is made. The Board will address the complaint only if the matter has been appealed to the Board pursuant to the applicable complaint policy

Persons making references about a specific school employee or employees, or a specific student or students during the public forum should be mindful that based upon what the person says during the public forum the employee(s) or student(s) about whom the comments are made may have legal recourse against the person voicing the complaint.

Persons speaking during the Public Forum at a school board meeting shall not cause public inconvenience, annoyance, or alarm to the school board or any person, and shall not engage in threatening behavior, make unreasonable noise, be disruptive, boisterous, argumentative, or threatening, shall not make comments which

are disrespectful to one or more persons, and shall not use profanity.

The time designated for Public Forum on the agenda shall be immediately before the adoption of the meeting agenda by the school board.

In order to assure that the Board may conduct its meetings in a respectful and efficient manner, the procedure for public participation at regularly scheduled monthly school board meetings is as follows:

1. Agenda and Non Agenda Items:

- a. Before the meeting is called to order, an individual who desires to speak at a school board meeting must in writing inform the Superintendent, the Business Manager or the Board President of the person's desire to speak and the topic upon which the person intends to speak. The requesting party must sign a form (prepared by the school district) with their name, address, email and topic to be addressed. Individuals attending virtually and desiring to speak during public forum, should email their request to the superintendent's office, including all identifying information, by noon the day of the meeting.
- b. During the time designated for Public Forum, the Board President will recognize the person who signed up to speak and the person may speak on the topic according to the rules set forth in this policy
- c. A speaker shall be granted 5 minutes to present comments to the school board. Upon receiving a request for an extension of time from the speaker, the school board, upon a motion being made and passed by a majority of school board members present and voting, may grant an additional amount of time not to exceed 5 minutes. Additional extensions may be granted only upon a two-thirds vote of school board members present and voting.
- d. Should a number of persons wish to address the school board on the same agenda item, or should the comments become repetitious, the School Board President, in the President's sole discretion, may shorten the time for comments to two minutes per person in order that persons wishing to address the school board may be heard and still allow the school board sufficient time to conduct its agenda business.

2. Adding an Item to the School Board Meeting Agenda in Order to Request Specific School Board Action:

- a. Any person or delegation (with one person being the spokesperson for the delegation) making a specific request to the school board which would require formal action by the school board must present a written request to the Superintendent for the item to be placed on the school board meeting proposed agenda. The written request must be submitted to the Superintendent at least five calendar days before the school board meeting.
- b. The specific request to add an item to the agenda shall clearly identify what is being requested and why, signed by the person making the request, and include the person's name, address, email and telephone number.
- c. The Superintendent will forward the request to the School Board President and the Board President will decide whether the item will be placed on the proposed agenda. Whether any item is to be addressed at the school board meeting is determined by a majority of school

board members at the beginning of the school board meeting when the school board adopts the proposed agenda as printed or adopted after being modified.

- d. If the item on the meeting agenda is adopted by the school board, the person or spokesperson for the delegation who has submitted the request for specific school board action will be granted 10 minutes to explain the request to the school board. Upon receiving a request for an extension of time from the speaker, the school board, upon a motion being made and passed by the majority of school board members present, may grant an additional amount of time not to exceed 5 minutes. Additional extensions may be granted only upon a two-thirds vote of school board members present and voting.
- e. In the sole discretion of the school board, requests to the school board for specific action submitted after the proposed agenda has been posted may be:
 - deferred until the next regular meeting or a special school board meeting, or
 - added to the meeting agenda for discussion purposes only, or
 - added to the agenda for discussion and possible action.

3. Authority of Presiding Officer:

The Board vests in its presiding officer the authority to terminate the right of any person to speak at the end of the time granted pursuant to provision 1.d, provision 1.e, or provision 2.d. as set forth in this policy. The presiding officer may also terminate the right of a person to speak at a school board meeting should the person cause public inconvenience, annoyance, or alarm to the school board or any person, engage in threatening behavior, make unreasonable noise, disturb or be disruptive of an official school board meeting, or when comments are disrespectful to one or more persons, boisterous, argumentative, threatening, or contain profanity.

If deemed necessary by the presiding officer, the presiding officer may contact local law enforcement to have a person removed from the school board meeting as it is a violation of law for a person to intentionally cause or create a risk of serious public inconvenience, annoyance, alarm or disturbance at a school board meeting.

REFERENCES

State Reference:

SDCL 1-25-1	Official meetings open to the public
SDCL 1-25-2	Executive or closed meetings
SDCL 13-32-6	Disturbance of school as a misdemeanor
SDCL 13-8-39	Management of schools by board
SDCL 22-18-35(3)	Disturbing any lawful assembly or meeting

Policy Cross Reference:

BD	School Board Meetings
Bddb	Board Meeting Agendas and Format
BDDC	Agenda Preparation and Dissemination

Adoption History

Approved	9/8/1977		
First Reading of Revision	10/10/1985		
Approved - Revision	11/14/1985		
First Reading	11/17/2014		
Approved	12/8/2014		
First Reading-Rewrite	2/13/2017		
Approved	2/27/2017		
First Reading-Revision	2/28/2022		
Approved	3/14/2022		

**DOUGLAS SCHOOL BOARD
REQUEST TO COMMENT
SPEAKER SIGN IN**

DATE _____

Persons speaking during the Public Forum at a school board meeting shall not cause public inconvenience, annoyance, or alarm to the school board or any person, and shall not engage in threatening behavior, make unreasonable noise, be disruptive, boisterous, argumentative or threatening, shall not make comments which are disrespectful to one or more persons, and shall not use profanity.

Please print legibly.

	Name & Address	Email & Phone #	Topic / Item #
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SECTION	B	TITLE	Board Governance and Operations	FILE	BDDH-E(2)
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Introduction to Public Forum

If the Board/Board President wishes to have the Board President make an introductory statement at the beginning of the Public Forum, the following may serve as a starting point which could be modified at the discretion of the Board/Board President and which is consistent with local Board policy.

This is the time for the Public Forum.

Each individual wishing to address the Board is asked to sign the form on the table in the back of the room with their name, address, email and topic to be addressed being legible. Persons having signed in will be recognized and have an opportunity to speak.

Speakers will have five (5) minutes to present comments to the school board. An extension of time may be granted pursuant to Board policy. Should more than one person wish to address the school board on the same agenda item, or should the comments become repetitious, speaker time may be shortened.

The District has policies related to complaints involving bullying, sexual harassment, school employees or students. Those policies include procedures designed to balance the rights of the person(s) bringing the complaint and the rights of the person against whom the complaint is made. If a complaint about bullying, sexual harassment, school employees or students is brought to the Board during the public forum, the person will be informed as to the applicable complaint procedure.

* Individuals attending virtually and desiring to speak during public forum, instructions are given on the meeting agenda when it is posted to email their request to the superintendent’s office, including all identifying information, by noon the day of the board meeting.

Notes: All Board members should be aware that SDCL 22-18-35(3) says any person who intentionally causes serious public inconvenience, annoyance, or alarm to any other person, or creates a risk thereof by disturbing any lawful assembly or meeting of persons without lawful authority is a criminal offense (Class 2 Misdemeanor). This statute could be referenced in extreme situations if a speaker/group fails to respect the decorum expected during a formal governmental meeting

Adopted: 3/14/2022

MINUTES
DOUGLAS SCHOOL DISTRICT
BOARD OF EDUCATION MEETING

Monday, December 12, 2022

The Douglas School District No. 51-1 Board of Education held a Regular meeting on Monday, December 12, 2022 at 5:00 PM in the library conference room at Vandenberg Elementary School, Box Elder, South Dakota. President Tanya Gray presided. Those present were:

Tonya Amaral: Present, Tanya Gray: Present, Amy McGovern: Present, Cathy Melendez: Present, Chris Misselt: Absent.

All actions in these Minutes were by unanimous vote unless otherwise stated.

President Gray called the meeting to order at 5:00 p.m.

There was nothing for public forum.

Motion to approve the agenda. This motion, made by Cathy Melendez and seconded by Tonya Amaral, Carried.

Motion to approve the consent agenda. This motion, made by Amy McGovern and seconded by Cathy Melendez, Carried.

Approved Regular Board Meeting Minutes of November 28, 2022.

Approved Personnel Action for December 12, 2022. (Attachment)

Approved Accounts Payable Report and November Payroll Report. (Attachments)

There were no conflicts disclosed as defined in SDCL 3-23.

Approved Douglas High School AFJROTC trip request to Washington DC in July 2023.

Approved twenty-three (23) high school students for early graduation (graduating in fewer than eight semesters), pending successful completion of all required classes and credits.

Approved declaring library books as surplus (surplus for sale or discard).

Elementary and Secondary Curriculum and Instruction Items:

Motion to approve the Memorandum of Understanding between Douglas School District and Behavior Management Systems for on-site Tier 3 counseling services for students. This motion, made by Amy McGovern and seconded by Tonya Amaral, Carried.

Superintendent Items:

Motion to approve Student Assignment Request as recommended to attend Douglas School District for the 2022-23 school year. This motion, made by Cathy Melendez and seconded by Amy McGovern, Carried.

Motion to approve open enrollment applications as recommended under the Emergency Clause of School Board Policy JECB to attend Douglas School District effective the 2022-23 school year. This motion, made by Amy McGovern and seconded by Cathy Melendez, Carried.

Fiscal Resource Items:

Motion to acknowledge receipt of the FY 2022 Audit Report as presented by Traci Hanson from Ketel Thorstenson, LLP. She met with the Audit Committee prior to the board meeting and reviewed the clean, unmodified report in more detail. This motion, made by Amy McGovern and seconded by Tonya Amaral, Carried.

Motion to approve ARP Homeless II Grant Budget in the amount of \$15,066.00 as presented. This funding will be used to support students under the McKinney-Vento law. This motion, made by Amy McGovern and seconded by Cathy Melendez, Carried.

Operational Support Services Items:

Motion to approve second reading of reviewed and revised policies as presented. This motion, made by Cathy Melendez and seconded by Amy McGovern, Carried.

- Board Policy EA - Support Services Goals
- Board Policy EB- Safety Program
- Board Policy EBA- Buildings and Grounds Inspections
- Board Policy EBB- Accident Prevention and Safety Procedures.
- Board Policy EBBA- First Aid
- Board Policy EBBB- Accident Reports
- Board Policy EBC- Emergency Plans
- Board Policy EBCA- Bomb Threats
- Board Policy EBCB- Fire Drills
- Board Policy Exhibit EBCB-E Fire Drill Reports
- Board Policy EBCD- Emergency Closings
- Board Policy Regulation EBCD-R Emergency Closings Regulation
- Board Policy ECA- Buildings and Grounds Security
- Board Policy Regulation ECA-R Buildings and Grounds Security Regulation
- Board Policy ECAA- Equal Access
- Board Policy ECAB- Vandalism
- Board Policy Exhibit ECAB-E Vandalism Report
- Board Policy ECAC- Surveillance Video
- Board Policy ECB- Buildings and Grounds Maintenance
- Board Policy ECF- Energy Management
- Board Policy Regulation ECF-R Buildings and Grounds Management (Energy

Management and Conservation)

Board Policy ECG- Integrated Pest Management (IPM)

Board Policy Regulation ECG-R Integrated Pest Management (IPM) Regulation

Board Policy EDDBA- Maintenance and Control of Instructional Materials

Board Policy EEAC- School Bus Safety Program

Board Policy EEACA- Examination and Training/ Drug and Alcohol Testing Bus Drivers

Board Policy Regulation EEACA-R Part 2 ,Drug and Alcohol Testing Bus Drivers

Board Policy EEAD- Special Use of Buses

Board Policy EFB- Free and Reduced Price Food Service

Board Policy EG- Data Management and Records Retention

Board Policy EGAA- District Copyright Policy

Board Policy EH- Service Animals at School

Board Policy Exhibit EH-E Service Animal at School Informational Sheet

Board Policy EIBA- Indemnification of Employees

Motion to approve Back-to-School Plan Update. The Covid Recovery Committee (CRC) is not proposing any revisions at this. It is required that the school board review and approve the plan two times a year. This motion, made by Amy McGovern and seconded by Cathy Melendez, Carried.

Reports:

Superintendent Kevin Case thanked everyone for their flexibility as we deal with the incoming weather. The Special Board Meeting with Western Dakota Technical College Board of Trustees will be via zoom on Wednesday.

Committee Reports from Board Members and Comments from Associate Board Members.

Tonya Amaral said the Patriot gear online store is open until midnight tonight. The next Booster Club meeting is January 17.

Colonel Holmes expressed concern regarding a report of student bullying.

Cathy Melendez attended the Audit Committee today along with member Tonya Amaral and heard the complete report from Ketel Thorstenson.

Amy McGovern attended the CRC meeting on December 1 to review the Back-to-School Plan.

Tanya Gray thanked Amy McGovern for attending the Black Hills Special Services Cooperative event on this coming Friday, weather permitting. The BHSSC board meeting will be next week.

Upcoming Calendar Events:

December 14 Joint Meeting with WDTC, 11:30 a.m.

December 23 - January 6 No School for Students

January 5-6 Staff Professional Development

January 9 BOE Meeting, 5:00 p.m.

Motion to adjourn the meeting at 5:25 p.m. This motion, made by Amy McGovern and seconded by Cathy Melendez, Carried.

Tanya Gray, President

Trista Olney, Business Manager

_____ Initials

_____ Date

Published once at the total approximate cost of _____.

**DOUGLAS SCHOOL DISTRICT
PERSONNEL ACTION 12/12/2022**

Activity Contract Amendments

	Sarah Tucker	Head HS Volleyball Coach- 1 Year Only	Corrected amount HSCAT0E5 \$6,867.00 Previous amount \$3330.00	2022-2023 School Year	
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Employee Leave of Absence Requests

Name	Building	Position		
Nancy Maynard	Patriot Elementary (Francis Case Wing)	Lunchroom Supervisor	Extend LOA	11/28/2022 to 12/22/2022
Parker-Greer, Beverly	MS	World Lang Teacher	Medical LOA per Negotiated Agreement and the FMLA	Beginning 1/5/2023

Certified Professional Growth Plans

Name	Building	Position		
** Michael Munoz	Douglas Middle School	Math Teacher		

Certified Resignations/Retirements/Terminations

Name	Position	Location	Effective Date	
Thomas Hancock	Art Teacher	Douglas Middle School	End of the 2022-2023 School Year	
Michelle Martian- Retiring	8th Grade Science Teacher	Douglas Middle School	End of the 2022-2023 School Year	
Pinar Music-Resigning	ESL Teacher 0.5 Title VI Teacher 0.5	Carrousel	End of the 2022-2023 School Year	

Classified Resignations/Retirements/Terminations

Name	Position	Location	Effective Date	
Tina Gomes	Food Service Worker	Patriot Elementry	12/23/2022	
Jennifer Klienschmidt	SPED Aide	Douglas Middle School	12/21/2022	
Shawn Mendenhall	Food Service Worker	Douglas High School	Resigned prior to starting	
Richelle Sweezey	Custodian	Douglas Middle School	12/28/2022	

Classified Voluntary Transfer Request

Name	From Bldg/Position/Hrs	To Bldg/Position/Hrs	Effective Date	
Dana Huffman	Transp/ Maintenance Driver/4 hours	Transp/Floater Driver/4 hours	10/21/2022	

Classified Staff Hiring

Name	Position	Location	Pay	Effective Date
Johanna Londak-Burgerhout	Food service worker	Douglas Middle School	B/1- \$13.50 Per Hour	11/28/2022
Aurelio Calle	Sped Aide	Douglas Middle School	E/1- \$15.75 Per Hour	12/01/2022
Maya Garrard	Food service worker	Vandenberg	B/1- \$13.50 Per Hour	12/14/2022
Madison Lemmon	Lunchroom Supervisor	Patriot Elementary-Badger Clark Wing	B/1- \$13.50 Per Hour	12/08/2022
Ann-Louise Markert	Sped Aide	Patriot Elementry (Badger Clark Wing)	E/1- \$15.75 Per Hour	12/14/2022
Brittne Martinez	Food service worker	Douglas High School	B/1- \$13.50 Per Hour	12/14/2022
Trent Musfelt	Custodian	Patriot Elementry (Badger Clark Wing)	G/1- \$15.75 Per Hour	11/08/2022
Lee Roseland	Custodian	Douglas Middle School	G/1- \$15.75 Per Hour	12/14/2022
Tara Weston	Lunchroom Supervisor	Badger Cark	B/1- \$13.50 Per Hour	12/14/2022

Temporary Hires				
	Name	Position	Salary	Effective Date
	Judith Badura	MTSS/CNA Rep for 2nd Grade- 1 Year Only	\$500.00 Per Year	2022-2023 School Year
	Andrea Byrd	MTSS/CNA Rep for SPED- 1 Year Only	\$500.00 Per Year	2022-2023 School Year
	Nicholas Knutson	Head 6th Grade Boys Basketball Coach- 1 Year Only	MSCAT8C8- \$ 1,248.00	2022-2023 School Year
	Robert Rath	MS Assistant 7th Grade Boys Basketball Coach	MSCAT5F0- \$9.45 per hour- Minimum contract \$2,197.00	2022-2023 School Year
	Stacey Schmidt	MTSS/CNA Rep for Instructional Leaders- 1 Year Only	\$500.00 Per Year	2022-2023 School Year
	Denise Stiles	Setting up new 18-21 Transition Program	15 days- Stipend rate= \$1,500.00	2022-2023 School Year
	Tiffany Thomas	MTSS/CNA Rep for 1st Grade- 1 Year Only	\$500.00 Per Year	2022-2023 School Year
	Tonia Vahlberg	HS Homebound program	36.47 per hour	2022-2023 School Year
	Kerry Waterson	MTSS/CNA Rep for 3rd Grade- 1 Year Only	\$500.00 Per Year	2022-2023 School Year
	Colin Weinzirl	MTSS/CNA Rep for Kdg Grade- 1 Year Only	\$500.00 Per Year	2022-2023 School Year
	Jeffery Wilson	HS Assistant Wrestling Coach	HSCAT2D1-\$9.45 per hour- Minimum contract \$4,020.00	2022-2023 School Year

Substitute Hires				
	Name	Substitute Teacher	Substitute Classified	Effective Date
	Edith Bartolomoeo	\$16.00 Per Hour	Per Substitute Pay Rate	11/28/2022
	Jalia Bunn	\$16.00 Per Hour	Per Substitute Pay Rate	12/14/2022
	Jennifer Johnson	\$16.00 Per Hour	Per Substitute Pay Rate	11/20/2022
	Nicole Migasi	\$20.00 Per Hour	Per Substitute Pay Rate	11/28/2022
	Isabell Pingrey	\$16.00 Per Hour	Per Substitute Pay Rate	11/10/2022
	Melissa Poley	\$16.00 Per Hour	Per Substitute Pay Rate	11/28/2022
	Megan Premer	\$16.00 Per Hour	Per Substitute Pay Rate	11/28/2022
	Chelsy Sears	\$16.00 Per Hour	Per Substitute Pay Rate	10/27/2022
	Madeline Taylor	\$16.00 Per Hour	Per Substitute Pay Rate	11/28/2022

** Personnel Action additions and updates made after intial publication and before scheduled school board meeting.

Board Report - For School Board 12/15/2022

<u>Vendor Name</u>	<u>Check #</u>	<u>Expensed</u>	<u>Amount</u>
ABECEDARIAN	181697		43.90
ACE STEEL & RECYCLING, INC.	181698		360.55
AMAZON.COM	181699		5,665.96
AMERICAN LEGION	181700		625.00
ARTHUR, LEANDRA	181701		120.00
BATTEEN, NATHAN	181702		32.17
BEST WESTERN RAMKOTA HOTEL - ABERDEEN	181703		77.00
BLACK HILLS ENERGY- AUTO PAY	79		34,951.16
BOX ELDER HARDWARE	181704		39.83
BRIGHTLY SOFTWARE	181694		1,795.00
CARQUEST AUTO PARTS	181706		252.54
CENTRAL HIGH SCHOOL ACTIVITIES	181707		500.00
CENTURYLINK	181708		450.85
CLARK, MICHAEL	181709		1,072.00
CUSTER SCHOOL DISTRICT	181711		125.00
CUTTING EDGE LAWN CARE	181712		450.00
DAKOTA BUS SERVICE, INC.	181713		3,710.00
DAUGHERTY, DALE	181714		2,337.00
DAYS INN SIOUX FALLS	181694		795.00
DEMCO, INC	181715		405.87
DREAMSCAPE	181694		29.00
EVERGREEN OFFICE PRODUCTS	181717		249.00
EXTEMPGENIE.COM	181694		100.00
FIDUCIARY ACCOUNT	181718		848.40
FLOYD'S TRUCK CENTER	181719		937.90
FOOD SERVICE	181722		598.20
GOPHER SPORT	181723		614.87
GRAINGER, INC	181724		625.40
GREAT CIRCLE USA	181694		19.99
GREAT WESTERN TIRE COMPANY	181725		691.20
HAMER, JESSE	181726		327.42
HARLOW'S BUS SALES, INC.	181727		236.94
HATFIELD, NAOMI	181728		301.43
HEARTSMART,COM	181729		138.00
HIGH POINT NETWORKS, LLC	181731		15,554.06

Board Report - For School Board 12/15/2022

<u>Vendor Name</u>	<u>Check #</u>	<u>Expensed</u>	<u>Amount</u>
HILLYARD INC	181732		91.87
HOWIE, HOLLY	181733		28.35
iCARE ELECTRONIC REPAIR	181734		1,175.00
INNOVATIVE OFFICE SOLUTIONS	181735		708.80
J&J TRUCK AND AUTO BODY	181736		12,634.11
JOSTENS INC	181737		12.40
JW PEPPER & SONS, INC.	181738		60.00
KIEFFER SANITATION, INC.-AUTO PAY	78		2,321.27
KNIGHTS QUALITY WELDING	181739		425.00
KOEHLER, BRIDGET	181740		57.22
LAPPE, BROOKE	181741		17.99
LIFTGATE PARTS COMPANY, THE	181694		81.47
LOWE'S BUSINESS ACCOUNT	181694		184.80
LOYAL PLUMBING	181742		535.72
MCCORMICK, DENISE	181743		43.88
MENARDS	181745		611.29
MG OIL COMPANY, INC.	181746		13,031.56
MID-AMERICAN RESEARCH CHEMICAL	181747		117.58
MIDWEST BUS PARTS, INC.	181748		289.31
MRAZ, TONY	181749		1,352.00
NOVUS GLASS REPAIR & REPLACEMENT	181752		69.00
PLAY SCRIPTS, INC.	181754		600.41
PRAIRIE AUTO PARTS INC	181755		560.39
RAPID CITY JOURNAL	181756		526.65
RIVERSIDE TECHNOLOGIES INC	181758		5,300.00
SAM'S CLUB	181694		140.26
SCHOOL NURSE SUPPLY	181759		447.50
SOFTWARE UNLIMITED INC	181764		199.00
STEVENS HIGH SCHOOL ACTIVITIES	181765		209.00
SUPPLYHOUSE.COM	181694		510.27
THUNDERBIRD LODGE	181766		1,089.48
TIE	181767		4,550.00
US BANK	181694		152.23
VANWAY TROPHY & AWARD, INC.	181768		10.00
VERIZON WIRELESS	181769		340.17

Board Report - For School Board 12/15/2022

<u>Vendor Name</u>	<u>Check #</u>	<u>Expensed</u>	<u>Amount</u>
VOYAGER FLEET SYSTEMS, INC.	181771		479.76
WAL-MART STORES INC	181694		431.27
WATERSON, KERRY	181773		55.15
WEST RIVER ELECTRIC-AUTOPAY	77		1,241.92
WESTERN COMMUNICATIONS, INC.	181774		50.00
WORLAND HIGH SCHOOL	181776		300.00
GENERAL FUND			<hr/> 126,122.72
3X GEAR LLC	181695		4,580.00
ABDO PUBLISHERS	181696		331.25
CAPSTONE PRESS	181705		275.88
CATCHBOX INC	181694		2,745.00
FOLLETT SCHOOL SOLUTIONS, INC	181720		913.94
FOLLETT SCHOOL SOLUTIONS, INC	181721		140.89
HIGH NOON BOOKS	181730		2,230.00
OVERDRIVE	181753		1,000.00
RIVERSIDE TECHNOLOGIES INC	181758		8,297.00
SCHOOL OUTFITTERS	181760		5,806.39
CAPITAL OUTLAY			<hr/> 26,320.35
AMAZON.COM	181699		195.36
CROOKS, TERESA	181710		36.84
LAPPE, BROOKE	181741		16.38
LOWE'S BUSINESS ACCOUNT	181694		901.00
MARRIOT- CREDIT CARD	181694		845.28
NASP, INC. (NATIONAL ARCHERY IN THE SCHOOL	181694		937.00
NCS PEARSON, INC.	181750		221.54
SD DEPARTMENT OF HUMAN SERVICES	181761		2,455.52
US BANK	181694		35.00
VOLUNTEERS OF AMERICA, DAKOTAS	181770		909.00
WAL-MART STORES INC	181694		166.53
WALTMAN, MONICA	181772		93.99
WHY TRY	181775		99.00
SPECIAL ED			<hr/> 6,912.44
WEBSTAIRANT STORE	181694		179.94
FOOD SERVICE			<hr/> 179.94
SD DEPARTMENT OF LABOR UNEMPLOYMENT	181762		291.49
UNEMPLOYMENT			<hr/> 291.49

Board Report - For School Board 12/15/2022

<u>Vendor Name</u>	<u>Check #</u>	<u>Expensed</u>	<u>Amount</u>
AMAZON.COM	181699		1,355.90
ANGELIQUES	181694		13.99
ENGEL, KRISA	181716		51.77
MCGOVERN, ANNIE	181744		115.92
MONUMENT, THE	181694		40.00
NORTH CENTRAL BUS & EQUIPMENT CO. INC	181751		112,521.00
RIVERA, KAYLA	181757		56.94
SEVER, SARAH	181763		27.86
GRANTS			<hr/> 114,183.38
			<hr/> 274,010.32
AMAZON.COM	11944		887.15
CASH-WA DISTRIBUTING COMPANY, INC.	11945		952.01
CASH-WA DISTRIBUTING COMPANY, INC.	11946		6,454.49
CHILD AND ADULT NUTRITION	11947		4,465.40
CLIMATE CONTROL SYSTEMS AND SERVICE	11948		671.08
COCA-COLA BOTTLING CO HIGH COUNTRY	11949		1,248.00
DAKOTA WAREHOUSE	11950		360.00
DOMINOS PIZZA- BOX ELDER	11951		1,322.75
FIDUCIARY ACCOUNT	11952		2,083.20
GENERAL FUND	11953		45,553.44
PAN-O-GOLD BAKING COMPANY, INC.	11954		940.66
PARTS TOWN	11955		1,008.52
PRAIRIE FARMS	11956		4,781.00
REINHART FOOD SERVICE LLC	11957		11,966.12
SDRA/SDRA SERVICES COMBINED	11958		350.00
SERVALL TOWEL & LINEN SUPPLY, INC.	11959		221.86
FOOD SERVICE			<hr/> 83,265.68
			<hr/> 83,265.68
Grand Total:			<hr/> 357,276.00

PAYROLL EXPENDITURES

NOVEMBER 7 2022

NOVEMBER 21 2022

TOTALS

\$1,117,238.98

\$1,107,438.57

MINUTES
DOUGLAS SCHOOL DISTRICT
BOARD OF EDUCATION MEETING

Wednesday, December 14, 2022

The Douglas School District No. 51-1 Board of Education held a Special meeting on Wednesday, December 14, 2022 at 11:30 a.m. via zoom for the purpose of a joint meeting with the Western Dakota Technical College Board of Trustees. President Tanya Gray presided. Those present were:

Tonya Amaral: Present, Tanya Gray: Present, Amy McGovern: Present, Cathy Melendez: Present, Chris Misselt: Absent.

All actions in these Minutes were by unanimous vote unless otherwise stated.

President Gray called the meeting to order at 11:33 a.m.

Motion to approve agenda. This motion, made by Amy McGovern and seconded by Tonya Amaral, Carried.

Western Dakota Technical College President Ann Bolman shared Douglas student dual enrollment data, the current hot careers in our area and scholarship information. There was discussion on the need to increase student and parent exposure to the opportunities available at Western Dakota Technical College.

Motion to adjourn at 12:48 p.m. This motion, made by Amy McGovern and seconded by Cathy Melendez, Carried.

Tanya Gray, President

Trista Olney, Business Manager

_____ Initials

_____ Date

Published once at the total approximate cost of _____.

DOUGLAS SCHOOL DISTRICT				
PERSONNEL ACTION 1/9/2023				
Classified Service Factor Bonus				
Name	Position/Years	Amount	Dates of Service	
Sarah Buchholz	Instuctional Aide	\$214.99	1/8/2018-1/8/2023	
Roger Grevoy	Custodian	\$936.45	1/14/2013-1/14/2023	
Jerrold Koch	Custodian	\$1,405.44	1/7/2008- 1/7/2023	
Adminstrator Resignations/Retirements/Terminations				
Name	Position	Location	Effective Date	
Duane Wince	Principal	Douglas High School	End of 2022-2023 School Year	
Classified Resignations/Retirements/Terminations				
Name	Position	Location	Effective Date	
Brooke Lappe	RN Nurse	Douglas High School	1/20/2023	
Brittne Martinez	Food service worker	Douglas High School	Resigned prior to starting	
NanCee Maynard	Lunchroom Supervisor	Patriot Elementary (Francis Case Wing)	1/9/2023	
Classified Voluntary Transfer Request				
Name	From Bldg/Position/Hrs	To Bldg/Position/Hrs	Effective Date	
** Chelsie Sears	Douglas High School/ Food Service Worker/ 5.5 Hrs	Vandenberg/Food Service Worker/6.5 Hrs	November 8, 2022	
Classified Staff Hiring				
Name	Position	Location	Pay	Effective Date
Recketa Hunt	Special Education Aide	Douglas Middle School	E/1 - \$15.00 Per Hour	January 23, 2023
Mike Kiewel	Security Aide	Douglas Middle School	E/3- &16.50 Per Hour	January 17, 2023
Temporary Hires				
Name	Position	Salary	Effective Date	
Teresa Crooks	Early Child SPED Teacher	\$52.95 per hour as needed for Birth to 3 referrals	2022-2023 School Year	
Danielle Hirvela	Asst 8th Grade Birls Basketball Coach - 1 Year Only	MSCAT5F0 - \$2,197.00 per year	2022-2023 School Year	
Sarah Reimer	Speech Language Pathologist	\$47.82 per hour as needed for Birth to 3 referrals	2022-2023 School Year	
Substitute Hires				
Name	Substitute Teacher	Substitute Classified	Effective Date	
Tina Gomes	\$16.00 per hour	Per Pay Rate Schedule	1/9/2023	

**	Personnel Action additions and updates made after initial publication and before scheduled school board meeting.	
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November 1, 2022 FINANCIAL	GENERAL FUND	CAPITAL OUTLAY	SPECIAL EDUCATION
BALANCE 10/ 31/ 22	\$1,454,125.16	(\$550,390.71)	\$1,463,845.33
RECEIPTS:			
TAXES	\$1,332,299.59	\$868,360.69	\$555,749.36
INTEREST	\$755.30		
ADMISSIONS	\$50.00		
LOCAL	\$13.62	\$139.80	
COUNTY	\$16,539.44		
STATE	\$1,055,535.00		\$177,835.47
FEDERAL	\$705.23	49,055.50	
OTHER	\$411.67	12,633.18	
INTERFUND TRAN.	\$10,707.24		
TOTAL RECEIPTS:	\$2,417,017.09	\$930,189.17	\$733,584.83
DISBURSEMENTS:			
VERIFIED CLAIMS	\$164,966.19	\$184,472.44	\$21,175.82
SALARIES	\$1,723,921.68	\$0.00	\$336,328.45
TRANSFERS OUT			
BALANCE 11/30/22	\$1,982,254.38	\$195,326.02	\$1,839,925.89
BALANCE 11/ 30/ 21	1,328,916.69	2,357,490.16	23,511,363.19

November 1, 2022 FINANCIAL	FEDERAL PROJECTS	UNEMPLOY- MENT FUND
BALANCE 10/ 31/ 22	(\$2,543,936.12)	\$50,460.60
RECEIPTS:		
LOCAL		
STATE		
FEDERAL		
REIMBURSEMENTS		
OTHER (LOCAL) -AFROTC		
INTERFUND TRAN.		
TRANSFER IN		
TOTAL RECEIPTS:	\$0.00	\$0.00
DISBURSEMENTS:		
VERIFIED CLAIMS	\$87,973.51	\$0.00
SALARIES	\$130,825.64	\$0.00
TRANSFERS OUT		
BALANCE 11/30/22	(\$2,762,735.27)	\$50,460.60
BALANCE 11/ 30/ 21	(968,283.87)	50,891.56

November 1, 2022 FINANCIAL	DEP CARE	MEDICAL REIMB	IMPACT AID
BALANCE 10/ 31/ 22	\$940.11	(\$871.31)	\$22,983,716.54
RECEIPTS:			
INTEREST			\$10,707.24
FEDERAL			
LOCAL	\$1,373.76	\$1,500.02	
OTHER			
INTERFUND TRAN.			
LOANS			
TOTAL RECEIPTS:	\$1,373.76	\$1,500.02	\$10,707.24
DISBURSEMENTS:			
VERIFIED CLAIMS	\$1,130.00	\$2,067.57	
EXPENDITURES/ TRANSFERS OUT			\$10,707.24
BALANCE 11/30/22	\$1,183.87	(\$1,438.86)	\$22,983,716.54
BALANCE 11/ 30/ 21	528.40	(2,009.06)	22,753,419.54

November 1, 2022 FINANCIAL	FOOD SERVICE	FIDUCIARY FUNDS
BALANCE 10/ 31/ 22	\$328,189.77	\$211,809.87
RECEIPTS:		
INTEREST		
SALES	\$58,476.68	
STATE		
FEDERAL	\$66,923.30	
LOCAL	\$620.45	\$43,899.14
OTHER	\$172.80	
INTERFUND TRAN.		
LOANS		
TOTAL RECEIPTS:	\$126,193.23	\$43,899.14
DISBURSEMENTS:		
VERIFIED CLAIMS	\$115,487.99	\$11,553.61
SALARIES	\$23,355.35	\$1,013.43
BALANCE 11/30/22	\$315,539.66	\$243,141.97
BALANCE 11/ 30/ 21	171,721.12	202,787.24

PAYROLL EXPENDITURES

DECEMBER 7 2022

DECEMBER 21 2022

TOTALS

\$1,072,572.25

\$1,162,279.40

Board Report - For School Board 01/13/2023

<u>Vendor Name</u>	<u>Check #</u>	<u>Expensed</u>	<u>Amount</u>
A TO Z SHREDDING	181793		151.10
A-1 AUTO RECYCLERS	181794		40.00
ADMINPARTNERS	181795		100.00
AMERICAN SOLUTIONS FOR BUSINESS	181796		1,121.57
AMICK SOUND INC	181797		171.72
API SYSTEMS INTEGRATORS	181798		360.00
ARROWWOOD RESORT & CONFERENCE	181799		91.00
BIO CORPORATION	181800		96.00
BOOSTERTHON	181801		6,431.13
BOX ELDER HARDWARE	181802		142.14
CARQUEST AUTO PARTS	181803		277.99
CENTURYLINK	181805		450.85
CHRIS SUPPLY, INC.	181806		218.90
CITY OF BOX ELDER/PUBLIC WORKS DEPT	181807		3,595.17
CLARK, MICHAEL	181808		2,085.00
CRESCENT ELECTRIC	181811		2,184.90
DAKOTA SUPPLY GROUP, INC.	181812		2,957.53
DAUGHERTY, DALE	181813		1,877.00
FIDUCIARY ACCOUNT	181814		3,617.54
FOLLETT CONTENT SOLUTIONS, INC	181816		4,954.62
GRAINGER, INC	181817		722.93
GREAT WESTERN TIRE COMPANY	181818		151.90
GRIMMS PUMP SERVICE, INC.	181819		108.11
HARLOW'S BUS SALES, INC.	181820		1,366.79
JOHNSON CONTROLS INC	181822		443.50
JOSTENS INC	181823		1,152.07
LYNN JACKSON SHULTZ & LEBRUN PC INC	181827		1,645.00
MIDCONTINENT COMMUNICATIONS- AUTO PAY	80		1,476.86
MIDWEST BUS PARTS, INC.	181828		228.10
MONTANA DAKOTA UTILITIES COMPANY, INC.	181829		21,268.78
MRAZ, TONY	181830		1,336.00
NORTH CENTRAL BUS & EQUIPMENT CO. INC	181831		880.08
NORTH CENTRAL SUPPLY, INC.	181832		1,035.00
NORTHERN TRUCK EQUIPMENT CORP.	181833		85.94
OVERHEAD DOOR, INC.	181834		341.54

Board Report - For School Board 01/13/2023

<u>Vendor Name</u>	<u>Check #</u>	<u>Expensed</u>	<u>Amount</u>
PAULSON, DARREN	181835		200.00
PENNINGTON COUNTY SHERIFF	181836		16,179.50
PRAIRIE AUTO PARTS INC	181837		354.52
PRINT MARK-ET	181838		217.95
R&D CHASSIS & FABRICATION	181839		300.00
RIVERSIDE TECHNOLOGIES INC	181840		4,080.00
SCHOOL NURSE SUPPLY	181841		957.98
SCHOOL SPECIALTY INC.	181842		360.54
TEMPERATURE TECHNOLOGY INC	181844		579.27
TIE	181845		4,300.00
TRACKWRESTLING.COM	181846		102.68
VERIZON WIRELESS	181847		329.60
WEST RIVER ELECTRIC-AUTOPAY	81		2,064.75
GENERAL FUND			<hr/> 93,193.55
CENTURY BUSINESS	181804		3,990.87
CO-OP ARCHITECTURE	181810		233,708.20
COMMERCIAL DOOR & SPECIALTIES INC.	181809		6,706.71
FOLLETT CONTENT SOLUTIONS LLC	181815		1,439.23
HIGH NOON BOOKS	181821		2,170.00
JUNIOR LIBRARY GUILD	181824		845.32
CAPITAL OUTLAY			<hr/> 248,860.33
FIDUCIARY ACCOUNT	181814		6,496.66
LINDSTROM, JOAN	181825		75.00
LRP CONFERENCES	181826		250.00
SCHOOL SPECIALTY INC.	181842		(53.80)
SPECIAL ED			<hr/> 6,767.86
FIDUCIARY ACCOUNT	181814		2,750.00
PENNINGTON COUNTY SHERIFF	181836		34,625.00
SEVER, SARAH	181843		41.14
GRANTS			<hr/> 37,416.14
			<hr/> 386,237.88
CASH-WA DISTRIBUTING COMPANY, INC.	11968		2,443.95
GENERAL FUND	11969		43,256.10
PAN-O-GOLD BAKING COMPANY, INC.	11970		409.79
PRAIRIE FARMS	11971		2,428.82
REINHART FOOD SERVICE LLC	11972		3,890.64

Board Report - For School Board 01/13/2023

<u>Vendor Name</u>	<u>Check #</u>	<u>Expensed</u>	<u>Amount</u>
SERVALL TOWEL & LINEN SUPPLY, INC.	11973		136.74
FOOD SERVICE			<hr/> 52,566.04
			<hr/> 52,566.04
Grand Total:			<hr/> 438,803.92