

DOUGLAS SCHOOL DISTRICT
BOARD OF EDUCATION

AGENDA

Monday, February 13, 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/98325319264?pwd=STJML2ovTEIzVEpQWkxUcDNuMW0wZz09>

Meeting ID: 983 2531 9264

Passcode: 156296

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 January 23, 2023.
 - B. Approve Personnel Action

- C. Approve R. Coates Request for Long Term Leave of Absence for the 2023-24 School Year, per Terms of Negotiated Agreement.
- D. Approve the Purchases and Issuing of Accounts Payable and Payroll
- E. Approve Conflict Disclosures and Waiver Authorizations Pursuant to SDCL 3-23-3
- F. Approve Overnight Trip for Welding Students
- G. Acknowledge receipt of letter from the Douglas Education Association indicating the desire to enter into negotiations for the 2023-24 school year.
- H. Approve Appointment of Election Workers and Counters for the June 6, 2023 School Board Election as Follows:

Dawn Beltran	Carol Painter
Rena Small	Denise Halstead-Peel
Janice Jungemann	Rene Emme

9. Items Removed From Consent Agenda

10. Elementary and Secondary Curriculum and Instruction Items:

11. Superintendent Items:

- A. Approve Student Assignment Requests as recommended to attend Douglas School District for the 2022-23 school year.
- B. Approval of Strategic Direction Focus Areas and Strategies
- C. Inclement Weather ThoughtExchange Overview
- D. Classified Listening Sessions:

12. Fiscal Resources Items:

13. Operational Support Services Items:

- A. Approve SECOND READING of Revised or Reviewed Policies, Section F as Follows:
 - FA- Facilities Development Goals
 - FB- Facilities Planning
 - FC- Facilities Capitalization Program
 - FD- Bond Campaigns
 - FEA- Educational Specifications
 - FEB- Selection of Architect
 - FEC- Facilities Development Plans and Specifications.
 - FECA- Site Plans and Specifications
 - FED- Construction Estimates and Determinations
 - FEE- Site Acquisition
 - FEFA- Contractor's Fair Employment

FEFB- Contractor's Affidavits and Guarantees
FEG- Supervision of Construction
FFB- Name of School Facilities
FFBB- Memorials Placed on School Property
FL- Retirement of Facilities

B. Approve SECOND READING of Revised or Reviewed Policies, Section H as Follows:

HA- Negotiations Goals
HB- Negotiations Legal Status
HC- Scope of Negotiations
HD- School Board Negotiating Powers and Duties
HE- Board Negotiating Agents
HE-R Board Negotiating Agents (Regulation)
HH- Privileges of Staff Negotiating Organizations
HJ- Negotiations Procedures
HL- Preliminary Negotiated Agreement Disposition
HN- Impasse Procedures
HO- Employee Contract Obligations

C. Approve FIRST READING of Revised or Reviewed Policies, Section L as follows:

LA- Education Agency Relations Goals
LAA- Student Teachers
LB- Relation with Other Schools and School Districts
LBB- Cooperative Educational Programs
LDJ- Monetary Donations for Meals (ANGEL FUND)
LI- Relations with Education Accreditation Agencies

D. Approve granting the City of Box Elder an easement of property, southwest of Vandenberg Elementary, for installation of community drainage system and retention pond improvement.

E. Approve Revision to School Resource Officer Memorandum of Understanding Agreement Between Douglas School District and Box Elder Police Department.

14. Reports:

A. Superintendent:

- DHS Principal Hiring Process

B.

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

15. Upcoming Calendar Events:

2/13 - 2/16 Parent-Teacher Conferences
2/17 No School - Conference Comp Day
2/20 No School - Holiday
2/22 Classified Listening Sessions

2/27

BOE Meeting

16. Executive Session to prepare for Superintendent Evaluation according to SDCL 1-25-2.4.
17. Executive Session for personnel according to SDCL 1-25-2.1.
18. Action As A Result of Executive Session
19. Adjournment

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 #
1			
2			
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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, January 23, 2023

The Douglas School District No. 51-1 Board of Education held a Regular meeting on Monday, January 23, 2023 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: Present, Col Patrice Holmes: Present, Fran Apland: Present.

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

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

January is National School Board Recognition Month. Douglas School District recognized and thanked the DSD School Board for its tireless work to support our Douglas students, families, staff members and administration. The School Board's sole motivation is doing what is best for our kids and empowering everyone in our school district to succeed.

There was nothing for public forum.

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

Motion to approve the consent agenda removing Item 7C. This motion, made by Amy McGovern and seconded by Cathy Melendez, Carried.

Approved Regular Board Meeting Minutes of January 9, 2023.

Approved Personnel Action for January 23, 2023. (Attachment)

Approved December Financial Reports. (Attachment)

Approved Accounts Payable Report. (Attachment)

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

Motion to table Item 7C until Executive Session. This motion, made by Amy McGovern and seconded by Cathy Melendez, Carried.

Elementary and Secondary Curriculum and Instruction Items:

Motion to approve amended budgets for Title I and Title I (1003) grants. This motion, made by Tonya Amaral and seconded by Amy McGovern, Carried.

Superintendent Items:

Motion to approve Student Assignment Request as recommended to attend the Douglas School District for the 2022-23 school year. This motion, made by Cathy Melendez and seconded by Amy McGovern, Voting Nay: Amaral, Gray, Misselt. Failed.

Laura Jones from Elevate Rapid City gave an overview of its recent housing study completed for Rapid City and the surrounding communities in Pennington and Meade Counties. It included data for Box Elder on population, median income, and multi-family/single family housing.

Operational Support Services Items:

Motion to approve First Reading of Revised or Reviewed Policies in Section F as presented. This motion, made by Amy McGovern and seconded by Cathy Melendez, Carried.

- Review School Board Policy FA- Facilities Development Goals
- Review School Board Policy FB- Facilities Planning
- Review School Board Policy FC- Facilities Capitalization Program
- Review School Board Policy FD- Bond Campaigns
- Review School Board Policy FEA- Educational Specifications
- Review School Board Policy FEB- Selection of Architect
- Review School Board Policy FEC- Facilities Development Plans and Specifications.
- Review School Board Policy FECA- Site Plans Specifications
- Review School Board Policy FED- Construction Estimates and Determinations
- Review School Board Policy FEE- Site Acquisition Procedure
- Review School Board Policy FEFA- Contractor's Fair Employment Clause
- Revised School Board Policy FEFB- Contractor's Affidavits and Guarantees
- Review School Board Policy FEG- Supervision of Construction
- Revised School Board Policy FFB- Naming of School Facilities
- Revised School Board Policy FFBB- Memorials Placed on School Property
- Review School Board Policy FL- Retirement of Facilities

Motion to approve First Reading of Revised or Reviewed School Board Policies in Section H. This motion, made by Chris Misselt and seconded by Cathy Melendez, Carried.

- Review School Board Policy HA- Negotiations Goals
- Review School Board Policy HB- Negotiations Legal Status
- Review School Board Policy HC- Scope of Negotiations
- Review School Board Policy HD- School Board Negotiating Powers and Duties
- Review School Board Policy HE- Board Negotiating Agents
- Review School Board Policy Regulation HE-R Board Negotiating Agents (Regulation)
- Review School Board Policy HH- Privileges of Staff Negotiating Organizations
- Review School Board Policy HJ- Negotiations Procedures
- Review School Board Policy HL- Preliminary Negotiated Agreement Disposition
- Review School Board Policy HN- Impasse Procedures
- Review School Board Policy HO- Employee Contract Obligations

Motion to approve First Reading of Revised or Reviewed School Board Policies in Section L. This motion, made by Amy McGovern and seconded by Tonya Amaral, Carried.

Revised School Board Policy LA- Education Agency Relations Goals
Revised School Board Policy LAA- Student Teachers
Revised School Board Policy LB- Relation with Other Schools and School Districts
Review School Board Policy LBB- Cooperative Educational Programs
Revised School Board Policy LDJ- Monetary Donations for Meals (ANGEL FUND)
Revised School Board Policy LI- Relations with Education Accreditation Agencies

Motion to approve revised Activities Director job description. This motion, made by Amy McGovern and seconded by Tonya Amaral, Carried.

Motion to approve revised Principal job description. This motion, made by Chris Misselt and seconded by Amy McGovern, Carried.

Reports:

Superintendent Kevin Case gave an update on the Strategic Direction. The public document that outlines the District's focus areas and strategies will be completed by the next board meeting. He thanked everyone who participated in the process.

Superintendent Kevin Case explained that the Parent/Teacher Conference schedule in February will look different from the past. Changes were made to the typical format and the conference timeframe to allow for less congestion at conferences and more time for parents with children at multiple schools to attend conferences.

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

Amy McGovern has attended two meetings for the Legislative Action Network.

Cathy Melendez attended the Box Elder Area Chamber of Commerce meeting last Wednesday.

Tonya Amaral gave an update on the upcoming Booster Club fundraisers.

Tanya Gray will be attending the monthly Black Hills Special Services Cooperative Board of Directors meeting on Wednesday.

Motion to move into executive session at 5:51 pm to discuss contract negotiations per SDCL 1-25-2.4. This motion, made by Cathy Melendez and seconded by Chris Misselt, Carried.

President Gray called the Board out of executive session at 6:20 p.m.
No action taken.

Motion to move into executive session at 6:21 p.m. for personnel per SDCL 1-25-2.1. This motion, made by Amy McGovern and seconded by Chris Misselt, Carried.

President Gray called the Board out of executive session at 6:45 p.m.

Motion to deny Tara Albers request to waive liquidated damages per terms of her 2022-23 contract. This motion, made by Cathy Melendez and seconded by Amy McGovern, Carried.

Motion to adjourn the meeting at 6:50 pm. This motion, made by Chris Misselt and seconded by Amy McGovern, Carried.

Tanya Gray, President

Trista Olney, Business Manager

_____ Initials

_____ Date

Published once at the total approximate cost of _____.

DOUGLAS SCHOOL DISTRICT				
PERSONNEL ACTION 1/23/2023				
Certified Teaching Contract Amendments				
Name	Position	Amount	Effective Date	
Olivia Gotta	2nd Grade	\$18,542.52	Adjustment to contract for 2022-2023 school year from 1 FTE to 0.57 FTE Effective January 5th, 2023	
Classified Service Factor Bonus				
Name	Position/Years	Location	Dates of Service	
Sherry Lurz	Excutive Bookkeeper 1 / 25 Years	Central Office	1/28/1998-1/28/2023	
Leona Oberlander	Special Education Secretary / 15 Years	Douglas High School	2/4/2008 -2/4/2023	
Certified Professional Growth Plans				
Name	Building	Position		
Nicolas Ferguson	Douglas Middle School	Teacher		
Certified Resignations/Retirements/Terminations				
Name	Position	Location	Effective Date	
Tara Albers	1st Grade Teacher	Patriot Elementary (Francis Case Wing)	2/3/20023- Assess \$4,000 for Liquidated Damages as per terms of her contract. Waiver requested.	
Donald Harris (retirement)	Social Studies Teacher	Douglas High School	End of 2022-23 School Year	
Classified Resignations/Retirements/Terminations				
Name	Position	Location	Effective Date	
Roger Grevoy	Custodian	Douglas Middle School	March 7, 2023	
Petra Harre	Custodian	Patriot Elementary (Badger Clark Wing)	May 24, 2023	
Lauren Tyler	SPED Aide	Patriot Elementary (Badger Clark Wing)	January 20, 2023	
Classified Voluntary Transfer Request				
Name	From Bldg/Position/Hrs	To Bldg/Position/Hrs	Effective Date	
Johanna Burgerhout	Douglas Middle School / Food Service Worker / 4 hours	Patriot Elementary (Francis Case Wing) /Food Service Worker/6.5 hours	January 9, 2023	
Samantha Jackson	Patriot Elementary (Francis Case Wing) / Lunchroom Supervisor / 3 hours	Patriot Elementary (Francis Case Wing) / SPED Aide / 7 hours	January 23, 2023	
Duncan Witt	Douglas High School / SPED Aide (18-21 Transitions Program) / 7 hours	Douglas High School / SPED Aide / 7 hours	January 23, 2023	
Certified Staff Hiring				
Name	Location/Position	Contract	Effective Date	
Jace Caldwell	DMS/ PE Teacher	B/0 - 77 days/yr, 7.5 hrs/day, \$20,093.15 for 2022-2023 School Year	January 30, 2023	

Classified Staff Hiring					
	Name	Position	Location	Amount	Effective Date
	Samantha Jackson	Lunchroom Supervisor	Patriot Elementary (Badger Clark Wing)	B/1- \$13.50 Per Hour	January 17, 2023
	Kimberly White	Lunchroom Supervisor	Patriot Elementary (Francis Case Wing)	B/1- \$13.50 Per Hour	January 17, 2023
Temporary Hires					
	Name	Position	Amount	Effective Date	
	Stacey Biberdorf	SPED Early Intervention Para- Attending Vlrtual Sign Language Course	40 hours @ \$19.50 Per Hour	1/16/2023 to 4/13/2023	
	Teresa Crooks	SPED Early Intervention Teacher- Attending Vlrtual Sign Language Course	40 hours @ \$52.95 Per Hour	1/16/2023 to 4/13/2023	
	Roberta Girtz	SPED Early Intervention Para- Attending Vlrtual Sign Language Course	40 hours @ \$20.00 Per Hour	1/16/2023 to 4/13/2023	
	Jazmine Hernandez	SPED Early Intervention Para- Attending Vlrtual Sign Language Course	40 hours @ \$15.00 Per Hour	1/16/2023 to 4/13/2023	
Substitute Hires					
	Name	Substitute Teacher	Substitute Classified	Effective Date	
	Christie Apland	\$16.00 per hour	Per Pay Rate Schedule	1/5/2023	
	Kayse Emilne	\$16.00 per hour	Per Pay Rate Schedule	1/20/2023	
	Talyiah Green	\$16.00 per hour	Per Pay Rate Schedule	1/20/2023	
	Kyler Hegler	\$16.00 per hour	Per Pay Rate Schedule	1/17/2023	
	Aubree Rypkema	\$20.00 per hour	Per Pay Rate Schedule	1/17/2023	
	Kimberly White	\$16.00 per hour	Per Pay Rate Schedule	1/17/2023	
	Agnieszka Wicka	\$20.00 per hour	Per Pay Rate Schedule	1/23/2023	
**	Personnel Action additions and updates made after intial publication and before scheduled school board meeting.				

December 1, 2022 FINANCIAL	GENERAL FUND	CAPITAL OUTLAY	SPECIAL EDUCATION
BALANCE 11/ 30/ 22	\$1,982,254.38	\$195,326.02	\$1,839,925.89
RECEIPTS:			
TAXES	\$85,277.76	\$54,499.77	\$34,879.82
INTEREST	\$928.40		
ADMISSIONS	\$406.00		
LOCAL	\$4.81	\$112.26	
COUNTY	\$13,007.00		
STATE	\$1,055,535.00		\$168,390.00
FEDERAL			
OTHER	\$131.66	3,000.00	
INTERFUND TRAN.	\$12,893.25		
TOTAL RECEIPTS:	\$1,168,183.88	\$57,612.03	\$203,269.82
DISBURSEMENTS:			
VERIFIED CLAIMS	\$121,840.98	\$26,320.37	\$6,042.71
SALARIES	\$1,719,161.09	\$0.00	\$350,887.64
TRANSFERS OUT			
BALANCE 12/31/22	\$1,309,436.19	\$226,617.68	\$1,686,265.36
BALANCE 12/ 31/ 21	802,110.33	2,014,350.16	2,210,694.64

December 1, 2022 FINANCIAL	FEDERAL PROJECTS	UNEMPLOY- MENT FUND
BALANCE 11/ 30/ 22	(\$2,762,735.27)	\$50,460.60
RECEIPTS:		
LOCAL		
STATE		
FEDERAL		
REIMBURSEMENTS		
OTHER (LOCAL) -AFROTC		
INTERFUND TRAN.		
TRANSFER IN		
TOTAL RECEIPTS:	\$0.00	\$0.00
DISBURSEMENTS:		
VERIFIED CLAIMS	\$114,183.38	\$291.49
SALARIES	\$79,646.55	\$0.00
TRANSFERS OUT		
BALANCE 12/31/22	(\$2,956,565.20)	\$50,169.11
BALANCE 12/ 31/ 21	(1,122,229.80)	50,891.56

December 1, 2022 FINANCIAL	DEP CARE	MEDICAL REIMB	IMPACT AID
BALANCE 11/ 30/ 22	\$1,183.87	(\$1,438.86)	\$22,983,716.54
RECEIPTS:			
INTEREST			\$12,893.25
FEDERAL			
LOCAL	\$1,373.76	\$1,500.02	
OTHER			
INTERFUND TRAN.			
LOANS			
TOTAL RECEIPTS:	\$1,373.76	\$1,500.02	\$12,893.25
DISBURSEMENTS:			
VERIFIED CLAIMS	\$1,360.00	\$2,146.00	
EXPENDITURES/ TRANSFERS OUT			\$12,893.25
BALANCE 12/31/22	\$1,197.63	(\$2,084.84)	\$22,983,716.54
BALANCE 12/ 31/ 21	510.08	(1,189.60)	22,753,419.54

December 1, 2022 FINANCIAL	FOOD SERVICE	FIDUCIARY FUNDS
BALANCE 11/ 30/ 22	\$315,539.66	\$243,141.97
RECEIPTS:		
INTEREST		
SALES	\$33,894.11	
STATE		
FEDERAL	\$58,227.07	
LOCAL	\$241.44	\$15,048.35
OTHER		
INTERFUND TRAN.		
LOANS		
TOTAL RECEIPTS:	\$92,362.62	\$15,048.35
DISBURSEMENTS:		
VERIFIED CLAIMS	\$83,040.68	\$36,960.43
SALARIES	\$21,578.58	\$0.00
BALANCE 12/31/22	\$303,283.02	\$221,229.89
BALANCE 12/ 31/ 21	226,835.96	185,505.22

Board Report - For School Board 01/31/2023

<u>Vendor Name</u>	<u>Check #</u>	<u>Expensed</u>	<u>Amount</u>
AMARAL, TONYA	181862		354.76
AMAZON.COM	181863		5,485.30
ASCD	181864		59.00
BELLE FOURCHE HIGH SCHOOL	181865		175.00
BLACK HILLS ENERGY- AUTO PAY	84		35,939.72
BLACK HILLS SPECIAL SERVICES COOPERATIVE	181866		36,737.20
BLACK HILLS URGENT CARE	181867		95.00
BORDER STATES ELECTRIC INC	181868		984.70
BOX ELDER HARDWARE	181869		89.17
CARLSON, CORINNA	181870		149.94
CARQUEST AUTO PARTS	181871		449.75
CASE, KEVIN	181872		959.17
CHAMBERLAIN HIGH SCHOOL	181874		220.00
CITY OF BOX ELDER/PUBLIC WORKS DEPT	181875		98.36
CLARK, MICHAEL	181876		1,392.00
CRICUT	181848		100.81
DAUGHERTY, DALE	181877		1,332.00
DOLLAR GENERAL	181848		19.97
DOMINOS PIZZA- BOX ELDER	181848		157.94
ELEVATE RAPID CITY	181878		250.00
ERIC ARMIN INC.	181879		87.80
FIDUCIARY ACCOUNT	181880		4,170.60
FOOD SERVICE	181882		46.46
GRAY, TANYA	181883		28.56
HARDEE'S	181848		111.71
HARVE'S SPORT SHOP	181886		194.49
HILLYARD INC	181887		35.96
JW PEPPER & SONS, INC.	181890		39.99
KETEL, THORSTENSON, LLP	181891		6,000.00
KIEFFER SANITATION, INC.-AUTO PAY	82		2,457.97
KUTA SOFTWARE	181892		1,400.00
LEGO EDUCATION	181893		614.75
LIBRARY STORE INC	181894		67.89
LOCTEK	181848		533.48
LYNN JACKSON SHULTZ & LEBRUN PC INC	181895		5,886.50

Board Report - For School Board 01/31/2023

<u>Vendor Name</u>	<u>Check #</u>	<u>Expensed</u>	<u>Amount</u>
MCGOVERN, AMY	181896		306.42
MELENDEZ, CATHLEEN	181897		110.16
MELLEN, THERESA	181898		138.05
MENARDS	181899		110.58
MG OIL COMPANY, INC.	181900		2,723.70
MIDCONTINENT COMMUNICATIONS- AUTO PAY	83		1,441.71
MIDWEST CONNECT	181901		123.00
MOR ELECTRIC HEATING ASSOCIATES, INC	181848		145.92
MRAZ, TONY	181902		1,392.00
NASCO	181903		744.01
OVERHEAD DOOR, INC.	181905		275.43
PARIS LAS VEGAS HOTEL AND CASINO	181848		298.19
PETTIT, ANN	181848		15.15
PIERRE SCHOOL DISTRICT	181906		50.00
PLATT.COM	181848		79.01
PLOOSTER, KEVIN	181907		1,872.00
PRAIRIE AUTO PARTS INC	181908		466.94
PRINCIPALS CONFERENCE-GARRETSON HIGH	181909		200.00
PRINT MARK-ET	181910		511.06
RAPID CITY JOURNAL	181912		177.65
RAPID CITY MIDDLE SCHOOL ACTIVITIES	181913		150.00
RAPID CITY WINDOW & GLASS, INC.	181914		797.90
REGION 8 MUSIC CONTEST	181916		212.25
RIVERSIDE TECHNOLOGIES INC	181917		1,300.00
SAM'S CLUB	181848		54.44
SASD	181918		88.00
SCHOOL NURSE SUPPLY	181919		304.49
SDCTM	181939		370.00
SDTEA	181924		200.00
SIGNS NOW	181925		76.13
SOUTH DAKOTA ONE CALL	181926		33.60
STELZIG, JENNIFER	181928		40.55
STUDENT TRANSPORT	181929		250.00
SUMMIT COMPANIES	181930		283.00
TEMPERATURE TECHNOLOGY INC	181931		5,731.61

Board Report - For School Board 01/31/2023

<u>Vendor Name</u>	<u>Check #</u>	<u>Expensed</u>	<u>Amount</u>
THUNDER BASIN HIGH SCHOOL	181932		470.00
US BANK	181848		161.66
WAL-MART STORES INC	181848		159.84
WEBSTAIRANT STORE	181848		985.96
WESTERN STATES FIRE PROTECTION COMPANY	181936		925.00
WILSON, JEFFERY	181937		224.00
YANKTON HIGH SCHOOL	181938		125.00
GENERAL FUND			<hr/> 130,850.36
CENTURY BUSINESS	181873		2,422.67
FOLLETT CONTENT SOLUTIONS, INC	181881		187.54
GUMDROP BOOKS	181884		551.10
JOHNSON, GLENDA	181888		13.60
JUNIOR LIBRARY GUILD	181889		772.10
CAPITAL OUTLAY			<hr/> 3,947.01
AMAZON.COM	181863		470.85
BLACK HILLS SPECIAL SERVICES COOPERATIVE	181866		277,977.97
HAMER, CASSIE	181885		53.85
ORIENTAL TRADING COMPANY INC	181904		65.75
RATWIK, ROSZAK & MALONEY, P.A	181915		288.00
SD DEPARTMENT OF HUMAN SERVICES	181921		2,584.54
STARFALL EDUCATION	181927		195.00
TIMMONS MARKET	181933		20.46
USD CENTER FOR DISABILITIES	181934		300.00
VOLUNTEERS OF AMERICA, DAKOTAS	181935		939.30
SPECIAL ED			<hr/> 282,895.72
WEBSTAIRANT STORE	181848		356.90
FOOD SERVICE			<hr/> 356.90
ELEVATE RAPID CITY	181848		40.00
MONUMENT, THE	181848		519.00
RAPID CITY AREA SCHOOL DISTRICT	181911		149.00
GRANTS			<hr/> 708.00
			<hr/> 418,757.99
AMAZON.COM	11982		411.91
CASH-WA DISTRIBUTING COMPANY, INC.	11983		1,341.77
CASH-WA DISTRIBUTING COMPANY, INC.	11984		8,958.53
CHILD AND ADULT NUTRITION	11985		1,651.38

Board Report - For School Board 01/31/2023

<u>Vendor Name</u>	<u>Check #</u>	<u>Expensed</u>	<u>Amount</u>
COCA-COLA BOTTLING CO HIGH COUNTRY	11986		759.00
DAKOTA WAREHOUSE	11987		330.00
DOMINOS PIZZA- BOX ELDER	11988		1,632.36
PAN-O-GOLD BAKING COMPANY, INC.	11989		524.15
PRAIRIE FARMS	11990		4,339.43
REINHART FOOD SERVICE LLC	11991		10,730.64
SDRA/SDRA SERVICES COMBINED	11992		175.00
SERVALL TOWEL & LINEN SUPPLY, INC.	11993		135.66
FOOD SERVICE			<hr/> 30,989.83
			<hr/> 30,989.83
Grand Total:			<hr/> 449,747.82

DOUGLAS SCHOOL DISTRICT**PERSONNEL ACTION 2/13/2023****Certified Resignations/Retirements/Terminations**

	Name	Position	Location	Effective Date
	Theresa McCann	3rd Grade Teacher	Patriot Elementary (Francis Case wing)	End of 2022-2023 School Year

Classified Resignations/Retirements/Terminations

	Name	Position	Location	Effective Date
	Maya Garrard	FSW	Vandenberg	Prior to starting

Certified Voluntary Transfer Request

	Name	From Bldg/Position	To Bldg/Position	Effective Date
	Cathleen Denekamp	VES/ Instructional Leader	VES/ 4th Grade Teacher	2023-2024 School Year
	Kayla Rivera	Patriot Elementary (Francis Case wing)/ Instructional Leader	Patriot Elementary (Francis Case wing)/ 1st Grade Teacher	February 1, 2023

Classified Voluntary Transfer Request

	Name	From Bldg/Position/Hrs	To Bldg/Position/Hrs	Effective Date
	Kelly Earnest	Douglas Middle School / Food Service / 4 Hours	Vandenberg / Food Service / 4 Hours	February 2, 2023

Classified Staff Hiring

	Name	Position	Location	Effective Date
	Kelly Holden	Lunchroom Supervisor	Patriot Elementary (Badger Clark Wing)	02/07/2023

Substitute Hires

	Name	Substitute Teacher	Substitute Classified	Effective Date
	Christie Apland	\$20.00 Per Hour	95% of Step 1	2/10/2023
	Ashley Barnes	\$16.00 Per Hour	95% of Step 1	2/3/2023
	Kassidy Caspers	\$16.00 Per Hour	95% of Step 1	1/23/2023
	Dwayne Cole	\$20.00 Per Hour	95% of Step 1	1/23/2023
	Hope Cordell	\$20.00 Per Hour	95% of Step 1	1/26/2023
	Kristi Elton	\$16.00 Per Hour	95% of Step 1	2/3/2023
	Rachel Gillis	\$16.00 Per Hour	95% of Step 1	2/9/2023
	Jesse Hope	\$16.00 Per Hour	95% of Step 1	2/1/2023
	Sammie Micks	\$16.00 Per Hour	95% of Step 1	1/23/2023
	Marissa Nowicki	\$16.00 Per Hour	95% of Step 1	1/23/2023
	Lauren Tyler	\$16.00 Per Hour	95% of Step 1	1/23/2023

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

Board Report - For School Board 02/15/2023

<u>Vendor Name</u>	<u>Check #</u>	<u>Expensed</u>	<u>Amount</u>
A TO Z SHREDDING	181944		967.20
AMERICINN OF CHAMBERLAIN	181945		924.00
AMICK SOUND INC	181946		296.93
ASBSD	181947		125.00
BEST WESTERN RAMKOTA- PIERRE	181949		725.68
BLACK HILLS CHEMICAL CO	181950		1,663.02
BLACK HILLS URGENT CARE	181951		190.00
BOB'S AUTO GLASS	181952		75.00
BOEDING, JASON	181953		347.00
BOX ELDER HARDWARE	181954		154.54
BROOKINGS INN	181955		1,183.00
CALM STRIPS	181957		159.97
CAROLINA BIOLOGICAL SUPPLY COMPANY	181958		40.60
CARQUEST AUTO PARTS	181959		95.64
CASH - CO	181960		772.00
CASH-VES	181961		28.69
CENTURYLINK	181963		460.10
CITY OF BOX ELDER/PUBLIC WORKS DEPT	181965		3,526.40
CLARK, MICHAEL	181966		790.00
COMFORT SUITES UNIVERSITY	181967		75.00
CRESCENT ELECTRIC	181970		47.42
DAKOTA BUS SERVICE, INC.	181971		24,101.00
DAKOTA SUPPLY GROUP, INC.	181972		832.80
DAKOTA TRAVEL	182033		787.40
DAUGHERTY, DALE	181974		841.00
DAYS INN- MITCHELL	181975		2,905.00
DELTA AIR LINES	182033		618.40
DEMCO, INC	181976		94.03
DHS BASKETBALL	181977		2,117.00
E-RATE EDUCATIONAL SERVICES LLC	181978		1,267.00
EAFB COMMISSARY	182033		134.87
EVERGREEN OFFICE PRODUCTS	181979		13,370.10
FIDUCIARY ACCOUNT	181980		5,369.90
FloSports	182033		102.67
FLOYD'S TRUCK CENTER	181981		87.02

Board Report - For School Board 02/15/2023

<u>Vendor Name</u>	<u>Check #</u>	<u>Expensed</u>	<u>Amount</u>
GRAINGER, INC	181982		194.59
HARLOW'S BUS SALES, INC.	181983		313.52
HILL CITY HIGH SCHOOL	181984		150.00
HORWARTH LAUNDRY SERVICE	181985		118.00
IASCO	181986		878.15
iCARE ELECTRONIC REPAIR - Lee Logistics	181987		425.00
INNOVATIVE OFFICE SOLUTIONS	181988		16,303.75
JENNER EQUIPMENT COMPANY, INC.	181989		664.63
JOANN FABRIC	182033		55.74
JOSTENS INC	181991		1,314.78
JW PEPPER & SONS, INC.	181992		24.75
KIEFFER SANITATION, INC.-AUTO PAY	85		2,285.47
LOCTEK	182033		(242.49)
LOWE ROOFING, INC.	181994		178.57
MENARDS	181996		862.23
MG OIL COMPANY, INC.	181997		12,389.79
MICHAELS STORE 9012	182033		90.42
MINNESOTA FOOTBALL COACHES CLINIC	182033		500.00
MONTANA DAKOTA UTILITIES COMPANY, INC.	181998		26,848.28
MRAZ, TONY	181999		2,148.00
NAFIS	182033		1,400.00
NATRONA HIGH SCHOOL	182000		568.00
NORTH CENTRAL BUS & EQUIPMENT CO. INC	182001		3,707.00
NORTH CENTRAL INTERNATIONAL INC	182002		544.50
NOVUS GLASS REPAIR & REPLACEMENT	182003		69.00
OLNEY, TRISTA	182004		97.96
PLAY THERAPY SUPPLY LLC	182006		269.99
PRINCIPALS CONFERENCE-GARRETSON HIGH	182008		300.00
PRINCIPALS' CONFERENCE 2022, THE	182007		100.00
QUADIENT	182009		182.85
RAM HOSPITALITY LLC	182010		750.00
RAPID CITY JOURNAL	182011		335.31
RIVERSIDE TECHNOLOGIES INC	182014		5,300.00
RUSHMORE PLAZA HOLIDAY INN	182015		127.70
SAM'S CLUB	87		500.26

Board Report - For School Board 02/15/2023

<u>Vendor Name</u>	<u>Check #</u>	<u>Expensed</u>	<u>Amount</u>
SCHOOL SPECIALTY INC.	182016		125.92
SDTEA	182018		100.00
SIGNS NOW	182019		76.12
SKILLSUSA INC	182020		155.00
SPARTAN STORES, LLC.	182021		54.86
TEMPERATURE TECHNOLOGY INC	182022		4,703.11
TIE	182023		3,895.00
UNITED AIR LINES	182033		35.00
UPS STORE- 1884	182025		192.12
US BANK	182033		81.21
VANCE PETERSON MEMORIAL CLINICS	182026		90.00
VERIZON WIRELESS	182027		339.94
VOYAGER FLEET SYSTEMS, INC.	182029		290.62
WAL-MART STORES INC	182033		221.86
WALL HIGH SCHOOL	182030		100.00
WEST RIVER ELECTRIC-AUTOPAY	86		1,960.51
WESTERN COMMUNICATIONS, INC.	182031		1,520.72
WESTERN STATIONERS	182032		37.50
GENERAL FUND			<hr/> 159,010.62
CENTURY BUSINESS	181962		17,006.44
M & M FENCING	181995		4,275.00
CAPITAL OUTLAY			<hr/> 21,281.44
ATTAINMENT COMPANY, INC	181948		2,331.00
BROWN, KATHLEEN	181956		2,010.60
CASH - CO	181960		840.00
COUNCIL FOR EXCEPTIONAL CHILDREN	181968		1,797.00
CPI	181969		889.80
JKM TRAINING INC.	181990		257.06
LINDSTROM, JOAN	181993		150.00
PD MONSTER	182005		425.00
RATWIK, ROSZAK & MALONEY, P.A	182012		72.00
SD DEPARTMENT OF HUMAN SERVICES	182017		2,537.37
TIMMONS MARKET	182024		620.65
VOLUNTEERS OF AMERICA, DAKOTAS	182028		939.30
SPECIAL ED			<hr/> 12,869.78
ZORO.COM	182033		896.24

Board Report - For School Board 02/15/2023

<u>Vendor Name</u>	<u>Check #</u>	<u>Expensed</u>	<u>Amount</u>
FOOD SERVICE			896.24
ARMY & AIR FORCE EXCHANGE SERVICES	182033		68.16
DELTA AIR LINES	182033		1,161.40
GLENDALE PARADE STORE, LLC	182033		285.45
LRP CONFERENCES	182033		370.00
NAFIS	182033		700.00
REALLY GREAT READING	182013		3,432.00
GRANTS			6,017.01
			<u>200,075.09</u>
CASH-WA DISTRIBUTING COMPANY, INC.	11995		920.13
CASH-WA DISTRIBUTING COMPANY, INC.	11996		6,526.84
CHILD AND ADULT NUTRITION	11997		3,220.40
CHRISTENSEN, AMBER	11998		15.70
COCA-COLA BOTTLING CO HIGH COUNTRY	11999		670.00
DOMINOS PIZZA- BOX ELDER	12000		1,942.50
FIDUCIARY ACCOUNT	12001		171.39
GENERAL FUND	12002		36,887.23
PAN-O-GOLD BAKING COMPANY, INC.	12003		796.25
PRAIRIE FARMS	12004		7,194.73
PROGUARD SERVICE & SOLUTIONS	12005		1,314.19
REINHART FOOD SERVICE LLC	12006		10,027.99
SERVALL TOWEL & LINEN SUPPLY, INC.	12007		204.73
FOOD SERVICE			<u>69,892.08</u>
			<u>69,892.08</u>
Grand Total:			<u>269,967.17</u>

PAYROLL EXPENDITURES

JANUARY 7 2023

JANUARY 21 2023

TOTALS

\$1,010,845.03

\$1,152,662.89



10th Annual Welding Competition

The Welding and Manufacturing program at Mitchell Technical College invites **high school juniors and seniors** to our welding competition. Compete for a chance to win prizes donated by our industry partners!

Friday, March 24, 2023

7:45 AM to 1:00 PM

Check-In Time 7:45-8:15 AM

Mitchell Tech Nordby Trades Center

1800 E. Spruce Street, Mitchell, SD 57301



- Only the first 75 applicants will be accepted for competition
- Welders' knowledge exam and visual/ultimate unit stress load will place contestant. Exam will be taken on-line, administered by the applicants CTE instructor March 21-23, 2023
- The top 10 scores of the knowledge exam and visual weld combined will be entered into the ultimate unit stress load test for final contest placement
- GMAW or SMAW Process Choice
- Door prizes throughout the competition
- Compete in the state's number one manufacturing training facility; facility tours given
- Judges are industry professionals
- Learn about free tuition opportunities for the Welding and Advanced Manufacturing Technology program at Mitchell Technical College

Register online today at: www.mitchelltech.edu/welding

Questions, contact:

Travis Peterson, Mitchell Tech Instructor, Travis.Peterson@mitchelltech.edu
Gregg Thibodeau, Mitchell Tech Instructor, Gregg.Thibodeau@mitchelltech.edu
Jed Schoenfelder, Mitchell Tech Instructor, Jed.Schoenfelder@mitchelltech.edu

Mitchell Tech follows the guidelines, recommendations and directives provided by the Center for Disease Control, the South Dakota Department of Health, the SD Board of Technical Education and the Mitchell School District.

(If rescheduled due to weather, March 31, 2023)

Mitchell Welding Competition Itinerary

Leave Thursday 23.

7:45 AM Load Bus-
1:30 pm Arrive in Mitchell
Tour 2:00pm **Tour**
3:30 **Tour**
4:30 Check in Hotel
Super 6:00pm Steak House
Bed Check 9:30

Friday, Mar 24, 2022

Hotel Breakfast 6:00AM

Leave Hotel 7:30

7:45 AM to 1:00 PM

Return Between 4:30-5:00pm

Mitchell Tech Nordby Trades Center

1800 E. Spruce Street, Mitchell, SD 57301

Welders' knowledge exam and visual/ultimate unit stress load will place contestants. Exam will be taken on-line, administered by the applicants CTE instructor March 22-24, top 10 scores of the knowledge exam and visual weld combined will be entered into the ultimate unit stress load test for final contest placement

- GMAW or SMAW Process Choice
- Door prizes will be given throughout the competition
- Compete in the state's number one manufacturing training facility; facility tours given
- Judges are industry professionals
- Learn about free tuition opportunities for the Welding and Advanced Manufacturing Technology program at Mitchell Technical College

Shannon Maxon, DEA President
Douglas High School
420 Patriot Drive
Box Elder, SD 57719

February 2, 2023

DSD Board of Education and Superintendent Case
400 Patriot Drive
Box Elder, SD 57719

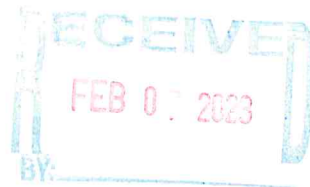
Dear Douglas School District Board of Education and Superintendent Case,

This letter is to notify you of Douglas Education Association's formal request to enter into Negotiations for the 2023-2024 school year.

Thank you,



Shannon Maxon
DEA President





STRATEGY

2023 -2025

WWW.DSDK12.NET
PHONE: (605) 923-0000

400 PATRIOT DR.,
BOX ELDER, SD 57719



SETTING

The past few years have ushered in a wave of change and forced schools to reconsider their approach to education. As we look to the future, and plan for growth, we must consider how our “new normal” will influence the Douglas educational experience.

As a school community, DSD is embracing the opportunity to drive innovation and embrace change. One final step in this process was the development of our strategic direction and the creation of our operational plan, a rough draft of which is contained here.

PROCESS

In the summer/fall of 2022, Douglas School District began the process of creating the district's strategic direction. DSD invested in Adaptive Schools training with the goal of developing our collective identity and capacity as collaborators, inquirers, and leaders. More than half of DSD's staff participated in the training. In addition, staff, parents and the larger DSD community all had the opportunity to provide feedback and be an important part of the process by sharing their values and beliefs. Based on the identified values and beliefs, a smaller group of stakeholders, made up of staff, families and community members, pinpointed key focus areas and goals, and ultimately contributed to the creation of critical strategy action plans.

OUTCOME

With student success as our core priority, the newly developed DSD Strategic Direction aims to redefine and enable success for every student through the following four key focus areas.

Focus Area 1 - *Identity*

Focus Area 2 - *Adaptability*

Focus Area 3 - *Ownership*

Focus Area 4 - *Community and Wellbeing*

Our four interconnected Strategic Focus Areas reflect cross-organizational focus and improvement to help DSD be the best it can be. With this new direction, in the next 24 to 36 months, the Douglas School District will gain:

- A roadmap that drives district initiatives through growth and organizational changes
- System accountability for meeting the academic needs of all students
- Parent and community partnerships to meet the social, emotional and academic needs of children
- A well-defined identity

A comprehensive communication plan that will allow for transparency and accountability around goal progress, as well as frequent updates in each focus area is in development. We look forward to sharing our progress and wins – both big and small with the DSD community in the coming months!

#PatriotProud

**For the purposes of this document, stakeholder is defined as students, staff, families and the greater DSD community.*

FOCUS AREA 1: IDENTITY



Why Statement: Our district resides in a diverse community and our identity should reflect the growth, change, engagement, and innovation we are experiencing.

Goal Statement:

DSD will reshape our identity reflective of our diverse cultures, values, beliefs, and systems while honoring and bridging the gap between the past, present, and future.

Strategies:

STRATEGY 1

Honor the district's legacy while creating new traditions.
Discover, develop and assess existing key components of DSD's identity;

STRATEGY 2

Create a welcoming and safe learning community that recognizes, celebrates, and embraces the district's diverse student, staff and community population.

FOCUS AREA 2: ADAPTABILITY



Why Statement: DSD will create an environment that embraces an adaptive mindset within our school to best serve our students.

Goal Statement:

DSD will create an organization that can identify and analyze both strengths and challenges, and implement necessary changes to ensure educational, social, and emotional success.

Strategies:

STRATEGY 1

Create a comprehensive professional development plan for Douglas School District that places emphasis on adaptability and a growth mindset.

STRATEGY 2

Identify, collect and analyze data needed to make informed decisions and adjust daily operations as necessary.

FOCUS AREA 3: OWNERSHIP



Why Statement: DSD will enhance and inspire individual and community-based ownership through shared responsibility.

Goal Statement:

To cultivate a community that embraces both individual and collective responsibility for our student success.

Strategies:

STRATEGY 1

Identify and communicate clear and consistent expectations for all stakeholders.

STRATEGY 2

All stakeholders will pursue student success (academic, behavior, attendance) through the creation of goals & benchmarks and a commitment to continuous improvement.

STRATEGY 3

Douglas School District will ensure fiscal responsibility through the safeguarding of resources and a focus on fiscal sustainability.

FOCUS AREA 4: COMMUNITY AND WELL BEING



Why Statement: Together we have an obligation to create an environment that supports academic learning, mental health, and well-being, and overall safety.

Goal Statement:

To create intentional opportunities to involve and support a school/community partnership, through a model of shared responsibility for the well-being of all.

Strategies:

STRATEGY 1

Develop a robust mental health/wellness plan for the Douglas School District that is responsive to all stakeholders.

STRATEGY 2

Create ongoing opportunities for family engagement and community involvement.

STRATEGY 3

Continually evaluate and further align our crisis response plan with best practice.



DOUGLAS SCHOOL DISTRICT 51-1

ADMINISTRATIVE OFFICE

400 Patriot Drive • Box Elder, SD 57719-9749 • 605-923-0000

Mr. Kevin Case, Superintendent

SPRING 2023 CLASSIFIED LISTENING SESSIONS

We will continue to have Classified Listening Sessions this year with the goals of the process being:

- Create meaningful dialogue between all parties;
- Create opportunities for all classified staff to be involved;
- Work collaboratively to solve problems, build trust, and discuss opportunities;
- Still maintain the existing “explanation of salary changes” that the Business Manager has historically shared.

We will also continue the same structure as initiated last year:

- It is for all classified staff. (including transportation, food service, office staff, Central Office staff, Tech Dept staff, custodians, maintenance, warehouse, nurses and all aides)
- Continue the existing “explanation of salary changes”;
- Provide multiple opportunities for all classified staff to provide input with their peers, not necessarily with their job alike group;
- All Listening Sessions will be held on Wednesday, February 22, 2023.
- **The Spring schedule will be as follows:**
 - **Wednesday, February 22 8:00 am - Listening Session I (Bus Barn)**
 - **Wednesday, February 22 9:00 am - Listening Session II (Middle School Commons)**
 - **Wednesday, February 22 12:30 pm - Listening Session III (High School Office Conf Rm)**
 - **Wednesday, February 22 2:00 pm - Listening Session IV (Francis Case Kennedy Room)**
 - **Wednesday, February 22 3:15 pm - Listening Session V (Francis Case Kennedy Room)**
 - Sessions will last a maximum of 45 minutes;
 - District representation will include Business Manager, Director of Operations, Superintendent, and 1 or 2 Board Members, when possible;
 - As in the past, classified staff attendance is encouraged but not required.
- Initial questions might include but not be limited to the following:
 - How might we best support our classified staff?
 - What non-monetary benefits might encourage staff retention?
 - What training/professional development opportunities might benefit staff?
 - How might we best improve working conditions?
 - What might it look like when you feel your voice is being heard?
 - Are there specific requests that might impact the 2023-24 pay schedule that you would like to share/discuss?
- Ideas would be recorded from all groups and themes would be created and shared with the Classified Advisory Council and all classified staff. Priorities would be jointly developed along with a timeline to implement new and improved practices as agreed to.

SECTION	F	TITLE	SUPPORT SERVICES	FILE	FA
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FACILITIES DEVELOPMENT GOALS

The Board accepts the premise that a school building should reflect the philosophical convictions of the school district about education. The Board recognizes, however, that educational programs are neither unchanging nor simple to incorporate into a facility plan. Anticipation of program change makes the need for flexible use of buildings necessary.

School buildings will be functionally compatible with desired school experiences. The program, not the physical setting, will dictate the manner in which the building is used.

The Board recognizes that funds are limited, and that when planning facilities priorities must be established to make the best use of the school building dollar. The Board's first objective will be to develop a plan that provides adequate space for each student's educational development. Whenever possible, the cultural as well as educational needs of the community will be considered in planning facility expansion.

Architects retained by the Board will be expected to plan for simplicity of design; sound economics, including low long-range maintenance costs, efficiency in energy needs, low insurance rates; high educational use; and flexibility.

REFERENCES

State Reference:

Policy Reference:

Adoption History

FIRST READING 04/13/15
 APPROVED 04/27/15

SECTION	F	TITLE	SUPPORT SERVICES	FILE	FB
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FACILITIES PLANNING

The Board is responsible for the regular operation and orderly development of its physical plant. For this reason, the Board will concern itself with both short and long-range planning as it relates to the properties of the school district.

To this end, the Board will follow the policy of having before it at all times a long-term building program to serve as a guide for capital improvements. In developing a long-range program, the Board, will monitor:

1. The evaluation of existing facilities in terms of capacity and function;
2. The projection of life expectancy of facilities and maintenance costs;
3. Enrollment projections and community development patterns;
4. Site availability and acquisition;
5. Changing instructional requirements and services.

This program will be subject to systematic study, revision, and extension from time to time, and the respective construction projects will be acted upon individually when proposed for implementation.

The Board's building program will be designed to provide adequate facilities to conduct full-time elementary and secondary education programs for all students residing in the district. The building program will be based upon specific Board policies that have been and will continue to be modified to conform to changes in the curriculum, availability of construction funds, and changes in enrollments.

REFERENCES

State Reference:
SDCL 13-24-9

Policy Reference:

Adoption History

FIRST READING 4/13/15
APPROVED 4/27/15

SECTION	F	TITLE	SUPPORT SERVICES	FILE	FC
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FACILITIES CAPITALIZATION PROGRAM

To finance the facilities program, the Board, as established by law, may at its discretion authorize an annual tax levy not to exceed three (3) dollars per thousand dollars on the taxable valuation of the district for the capital outlay fund. The Board may also issue and sell capital outlay certificates. Money received from the sale of these certificates will also be placed in the capital outlay fund.

The capital outlay fund is a fund provided by law to meet expenditures on one thousand dollars or more for the purchase of land; improvement of grounds; construction of, additions to and remodeling of facilities; or for the purchase of equipment. It may also be used for installment or lease-purchase payments for the purchase of real property, plant or equipment, where the installment or lease purchase contract does not exceed 20 years, and for the payment of the principal and interest of capital outlay certificates. When used for the purchase of capital outlay certificates and the payment of installment or lease-purchase contracts, the total accumulated unpaid principal balances cannot exceed three percent of the taxable valuation. A school district, which contracts its student transportation may expend from the capital outlay fund an amount not to exceed fifteen percent of the contract amount. The capital outlay fund may be used to purchase textbooks and instructional software. The capital outlay fund may be used to purchase warranties on capital assets only if the warranties do not include supplies.

Construction of new facilities, or of additions to facilities which will require advertising for bids, must have a public hearing at least 10 days prior to the advertisement of any contract specifications. Following this public hearing and approval of the Board, the district may use the capital outlay fund for payment of the new construction or addition; however, the District may not change the originally advertised use of the fund without holding another public hearing.

In accordance with law, the Board will develop and maintain a five-year plan on the annual projected revenues and expenditures for the capital outlay fund. The projected expenditures will itemize the projected costs for new or additional facilities.

REFERENCES

- State Reference:**
SDCL 13-16-6
SDCL 13-16-6.1
SDCL 13-16-6.2
SDCL 13-16-6.3

SDCL 13-16-6.4
SDCL 13-16-7
SDCL 13-16-8
SDCL 13-16-9.3

Policy Reference:
FD (KBE)

Adoption History

FIRST READING 04/13/15
APPROVED 04/27/15

SECTION	F	TITLE	SUPPORT SERVICES	FILE	FD
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BOND CAMPAIGNS

In accordance with law, the Board by resolution may determine that the District should issue negotiable bonds. These bonds may only be used for the purposes of:

1. Refunding any bonded indebtedness which is or is about to become due and payable or whenever such indebtedness can be refunded at a lower rate of interest to fund any judgment or outstanding warrants;
2. Raising money for any purpose for which the Board is authorized to spend school district funds.

The proposition to issue bonds, except bonds to fund registered warrants or to refund bonded indebtedness, will first be submitted to the electors of the district at a general or special election.

The amount of money borrowed will not exceed the sum of 10 percent of the previous year's assessed valuation.

Election will be set by the Board.

REFERENCES

State Reference:

SDCL 6-8B-2

SD CONSTITUTION ARTICLE 13-4

Policy Reference:

FC

Adoption History

FIRST READING 04/13/15

APPROVED 04/27/15

SECTION	F	TITLE	SUPPORT SERVICES	FILE	FEA
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EDUCATIONAL SPECIFICATIONS

To ensure that facilities being planned are designed best to implement the educational program, the Superintendent will provide for the establishment of educational specifications to apply when planning, building or renovating school facilities.

The educational specifications will include:

1. A description of the needs of persons to use the facility;
2. The kinds of educational activities to be provided in the facility;
3. The appropriate kinds and amounts of furniture and equipment needed;
4. The consideration of location of facilities with regard to the educational and administrative needs (e.g., band room and library; playing fields and locker rooms; front office and general school control; and student traffic patterns);
5. Special site considerations for aesthetics, vehicle traffic patterns, cooperative community use, and the like;
6. Required standards of construction to assure that the facility is readily accessible to and usable by handicapped persons;
7. Any other kinds of unique information that will give guidance to an architect in developing facility plans.

REFERENCES

State Reference:

Policy Reference:

Adoption History

FIRST READING 04/13/15
 APPROVED 04/27/15

SECTION	F	TITLE	SUPPORT SERVICES	FILE	FEB
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SELECTION OF ARCHITECT

The Board will employ a licensed architect to design the plans of each proposed building, building addition, or extensive renovation. For remodeling or the building of new facilities that are 5,000 square feet or less, the Board does not need to hire a qualified licensed architect.

In selecting architects, the following criteria will be considered:

1. Experience in school construction;
2. Evidence of relevant experience in special situations, such as facilities for the handicapped;
3. Creative design ability;
4. Technical knowledge to control the design so that the best results are obtained for the least amount of money;
5. Executive and business ability to oversee the proper performance of contracts;
6. Proven ability in all of the major phases of planning and construction: pre-design planning, schematic design, design development, bidding, construction;
7. Ability and temperament to work cooperatively with others;
8. Willingness to consult with staff on educational specifications;
9. Extent and experience of architectural staff in relation to the scope of the planned project.

The architect will be selected by the Board on the basis of the above criteria and will be employed under a contract, which meets the current standards of the American Institute of Architects.

The Board will approve procedures that it will use in the selection of architects and a statement of the architect's responsibilities.

REFERENCES

State Reference:
SDCL 36-18A

Policy Reference:

Adoption History

FIRST READING 04/13/15
APPROVED 04/27/15

SECTION	F	TITLE	SUPPORT SERVICES	FILE	FEC
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FACILITIES DEVELOPMENT AND SPECIFICATIONS

Most schools are planned and designed to be used for many years. To provide long-term usefulness to the District and to justify the expensive investment in a school plant, the following general principles will be applied to the design of new buildings and the renovation of older facilities:

1. Flexibility: Versatile construction materials will be used so as to provide a building adjustable to future changes in curriculum and teaching methods.
2. Durability: Buildings will be constructed of durable materials. These may not necessarily be expensive; on the other hand, materials of an initial higher cost may be chosen to offset operational or maintenance expense.
3. Safety: Construction materials, and architectural and equipment specifications will meet the state safety requirements to ensure the safety of the students and staff, as well as other persons who may use the school facilities.
4. Expandability: The building design should provide for the possibility of future addition, while leaving the original concept of the structure intact.
5. Accessibility: Buildings should be designed to allow easy flow of traffic for all who use the building. This principle applies not only to vehicular traffic (accessibility to public thoroughfares and ample provision for parking), but also to the establishment of good traffic patterns inside the school.
6. Environmental: Aesthetic values and energy conservation measures will be considered in planning the total school environment. In order to provide the best possible learning environment, the surroundings should be comfortable, pleasing, and safe.

Before advertising for bids on the plans and sites for the building or remodeling of school facilities, the Board will submit all plans to the State Fire Marshall for examination and approval.

REFERENCES

State Reference:
SDCL 13-25-2
ARSD 61:15:02

Policy Reference:

Adoption History
FIRST READING 04/13/15 APPROVED 04/27/15

SECTION	F	TITLE	SUPPORT SERVICES	FILE	FECA
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SITE PLANS SPECIFICATIONS

In accordance with local policies, school building sites will conform to minimum criteria established by the school board (assistance with planning may be obtained from the South Dakota Department of Education and the office of State Fire Marshall).

REFERENCES**State Reference:**

SDCL 13-25-2
ARSD 61:15:02

Policy Reference:**Adoption History**

FIRST READING 04/13/15
APPROVED 04/27/15

SECTION	F	TITLE	SUPPORT SERVICES	FILE	FED
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CONSTRUCTION COST ESTIMATES AND DETERMINATIONS

PRELIMINARY AND FINAL ESTIMATES

After the architectural firm has been selected, a cost-ceiling estimate indicating the maximum cost of the new construction or remodeling project will be submitted by the architect. Then after final plans have been made concerning building design and building size or remodeling needs, a final cost estimate will be drawn up by the architect.

PERIODIC AND FINAL COMPUTATIONS DURING CONSTRUCTION

At regular intervals during the construction period, the Superintendent, the architect, the contractor, and, if necessary, the school attorney will review earlier projected costs and actual construction expenditures to determine the financial position of the project at that particular point. Upon completion of the project, a final computation of building expenditures will be made to determine the cost of each aspect of the total building project or remodeling program.

REFERENCES

State Reference:

Policy Reference:

Adoption History

FIRST READING 04/13/15
 APPROVED 04/27/15

SECTION	F	TITLE	SUPPORT SERVICES	FILE	FEE
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SITE ACQUISITION PROCEDURE

Priorities based upon student population, location, and education needs will be established well in advance in order that proper locations for school sites might be acquired. Sites will be acquired in advance of construction to allow adequate time for the completion of topography studies and other preliminary work (i.e. traffic safety patterns). Eminent domain action for the acquisition of property for school site purposes will be executed only after negotiations fail and all other avenues to the solution have been exhausted.

To acquire a school site, the Board may exchange property with the state and any municipality or organized township or county within or partly within the boundaries of the school district under terms and conditions determined by the respective governing bodies.

REFERENCES

State Reference:
 SDCL 13-24-1
 SDCL 13-24-2
 SDCL 13-24-3
 SDCL 13-24-4

Policy Reference:

Adoption History

FIRST READING 04/13/15
 APPROVED 04/27/15

SECTION	F	TITLE	SUPPORT SERVICES	FILE	FEFA
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CONTRACTOR'S FAIR EMPLOYMENT CLAUSE

It is the policy of the District to require that all contractors and subcontractors demonstrate awareness of the need to comply with federal, state and local mandates designed to provide equal opportunity in the execution of public contracts.

REFERENCES**State Reference:**

US EXECUTIVE ORDER 11246
SECTION 503 OF THE REHABILITATION ACT OF 1973
TITLE 38 US CODE 2012

Policy Reference:**Adoption History**

FIRST READING 04/13/15
APPROVED 04/27/15

SECTION	F	TITLE	SUPPORT SERVICES	FILE	FEFB
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CONTRACTOR'S AFFIDAVITS AND GUARANTEES

~~The Board will require a contractor, before commencing building, remodeling or improvement of a school site, to furnish a performance bond for the faithful performance of the contract. The bond will contain the provisions required by law and be in a form prescribed by the District.~~

~~The Board may waive the deposit when the improvement does not exceed the amount of \$25,000. The requirement of a performance security may also be waived by the school board if the procurement meets the requirements established pursuant to law for an emergency procurement.~~

Bid Bonds:

If the invitation for bids is for the construction of a public improvement that involves the expenditure of \$100,000 or more, or for the furnishing of any material or labor therefore, each bid shall contain a certified check or a cashier's check for five percent (5%) of the amount of the bid. The check shall be certified or issued by either a state or a national bank and payable to the District. In lieu of a check, a bid may contain a bid bond for ten percent (10%) of the amount of the bid. The bond must be issued by a surety authorized to do business in South Dakota payable to the District, as a guarantee that the bidder will enter into a contract with the District.

No bidder on a public improvement contract may be required, either in the invitation for bids or otherwise, to leave a certified check or cashier's check, or bid bond, posted for longer than 30 days after the bid opening if the bid is not accepted. The check or bid bond of the successful bidder shall be returned upon the execution of the contract and surety. The checks of all unsuccessful bidders shall be immediately returned by the District to the respective bidders and the bid bonds of all unsuccessful bidders shall be immediately destroyed by the District. No more than forty-five days may elapse between the opening of the bids and either the acceptance of the bid of the lowest responsible bidder or the rejection of all of the bids presented.

In the procurement of supplies or services, the Board may require a bond or an approved security to be submitted with any bid or proposal as a guarantee that the bidder will enter into a contract with the District. No offeror or bidder may be required to leave the bond or security posted for longer than 30 days after the bid opening if the bid or proposal is not accepted. The bond or approved security of the successful offeror or bidder shall be returned upon the signing of the contract.

The requirement of a bid bond, certified or cashier's check, cash, or other security may be waived by the District if the bid submitted does not exceed \$100,000 or in case of an emergency procurement as authorized by law.

Performance Bonds:

When any contract is entered into for the construction of a public improvement or the furnishing of any material or labor for the improvement, the contractor must furnish a performance bond in an amount equal to the contract price. This bond guarantees the faithful performance and the payment for labor and materials by the contractor.

If the contract includes total cost bidding, the District may require a performance bond for the cost of repairs and guaranteed repurchase cost.

The requirement of a performance bond may be waived by the Board if the bid submitted does not exceed \$100,000. The requirement of a performance bond may also be waived by the Board in the case of an emergency procurement authorized by law.

The Board may require performance bonds for purchases of supplies or services.

REFERENCES

SD AGO 86-01	<u>Attorney General Opinion - Total Cost Bidding</u>
SD DLA	<u>Department of Legislative Audit - Bid Booklet - Local government guide for acquisitions, disposals & exchanges</u>
SDCL 5-18A-35	<u>Bond or approved security</u>
SDCL 5-18A-36	<u>Performance and payment bond or approved security</u>
SDCL 13-20-7	<u>Deposit and performance bond by supply and equipment bidders</u>
SDCL 13-20-7.1	<u>Deposit and performance bond by school improvement bidders</u>
SDCL 5-18A-14	<u>Public improvement contracts - Supplies and services</u>
SDCL 5-18A-9	<u>Emergency procurement</u>
SDCL 5-18B-2	<u>Certified check or cashier's check for percentage of bid or bid bond required</u>
SDCL 5-18B-3	<u>Check or bid bond requirement – Waiver</u>
SDCL 5-18B-9	<u>Return or destruction of bid bonds</u>
SDCL 5-21-1	<u>Surety bond required</u>
SDCL 5-21-1.1	<u>Waiver of performance security</u>
SDCL 5-21-1.3	<u>Waiver of performance security requirement for emergency procurement</u>

Adoption History

FIRST READING 04/13/15
APPROVED 04/27/15
FIRST READING - REVISION 06/30/16
APPROVED 07/14/16

SECTION	F	TITLE	SUPPORT SERVICES	FILE	FEG
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SUPERVISION OF CONSTRUCTION

The Board will appoint a construction superintendent for any remodeling, addition or new construction project. The construction superintendent will be a competent person who may or may not be otherwise employed by the District. His primary responsibilities will be to continually inspect the construction to be certain that the interests of the public are protected and that the contractor complies strictly with the approved plans and specifications. The building superintendent will report regularly to the Board to keep it informed of construction progress.

The contractor will retain supervision of the actual construction and the workers whom he has employed to complete the actual building of the structure.

REFERENCES

State Reference:

SDCL 13-20-9

Policy Reference:

Adoption History

FIRST READING 04/13/15

APPROVED 04/27/15

SECTION	F	TITLE	SUPPORT SERVICES	FILE	FFB
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NAMING OF SCHOOL FACILITIES

The Board of Education of the Douglas School District has sole authority to name or rename any school facilities. Douglas School District has been fortunate to have many teachers, administrators, district employees, and patrons over the years who have positively influenced the youth of our district: education in this District is much larger than one individual or one building. Therefore, the Board will only consider naming any facility, or part of a facility, if said individual has made significant contributions to that facility or part of facility. When such conditions are present, the following guidelines will be used to determine if the facility will be name or renamed:

- The request must be presented in writing to the Superintendent of Schools **or designee** and include the requested name for the facility, the reason(s) the facility should be named such, a biography of the individual, organization, or business after which the facility will be named, a letter of permission by the individual, organization, or business, and any other pertinent information.
- The Superintendent of Schools **or designee** will present the request to the Board of Education at its next regularly scheduled meeting.
- The Board, or Board designated committee, will review the request and make a recommendation to the full Board of Education.
- The Board or committee will review the request taking into consideration the moral character of the individual, the individual’s contribution to the education of the students of the Douglas School District, the connection of the individual, organization, or business to the facility, and the possible community reaction to the naming of the facility.
- The Board will accept requests for current employees; however, the Board will not take any action on the request until after the employee’s retirement.

The District reserves the right to design and install any signage for the facility.

REFERENCES

State Reference:
SDCL 13-23

Policy Reference:

Adoption History
FIRST READING 02/11/08 APPROVED 02/25/08 FIRST READING - REVISION 06/30/16 APPROVED 07/14/16

SECTION	F	TITLE	SUPPORT SERVICES	FILE	FFBB
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MEMORIALS PLACED ON SCHOOL PROPERTY

The Board of Education of the Douglas School District has sole authority to allow memorials to be placed on school property. Douglas School District has been fortunate to have many teachers, administrators, district employees, patrons and students over the years who have positively contributed to our district. Therefore, the board will only consider memorials if said individual meets established guidelines. The following guidelines will be used to determine if a memorial will be placed on school property:

- The request must be presented in writing to the Superintendent of Schools **or designee** and include the name of memorial, the reason(s) the memorial should be placed on school property, such, a biography of the individual, a letter of permission by the family of the individual, and any other pertinent information.
- The Superintendent of Schools **or designee** will present the request to the Board of Education at its next regularly scheduled meeting.
- ~~The Superintendent of Schools will present the request to the Board of Education at its next regularly scheduled meeting.~~
- The Board or committee will review the request taking into consideration the moral character of the individual, the individual’s contribution to the Douglas School District, and the possible community reaction to the naming of the facility.
- The district reserves the right to control the size and design of a memorial.

REFERENCES

State Reference:

Policy Reference:

Adoption History

FIRST READING 09/28/09
APPROVED 10/13/09

SECTION	F	TITLE	SUPPORT SERVICES	FILE	FL
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RETIREMENT OF FACILITIES

The Board will annually review space needs for the educational program. Consideration will be given to closing schools when declining enrollment results in detrimental effects on the District's educational program and/or results in adverse effects on the financial management of the District. The Board will keep the public informed of any consideration to close a school.

If the Board wishes to close a school, it may do so by resolution at a Board meeting on or before December 1.

The Board, also by resolution, may submit the question to a vote of the people. If persons other than the Board wish to have the question of closing a school submitted to a vote of the people they must file with the business manager, by January 15, a petition calling for an election. Such petition must be signed by at least 15 percent of the registered voters of the District at the last preceding general election.

The following criteria may be used to aid in making recommendations for the closing of schools:

1. Enrollment projections and classroom usage;
2. Future financial forecast;
3. Effect upon the educational program of the school and the District;
4. Effect upon the community;
5. Evaluation of present facilities, including:
 - educational adequacy,
 - operational costs,
 - modernization potential,
 - building capacity
 - alternate use of building.

REFERENCES

State Reference:
SDCL 13-23

Policy Reference:

Adoption History
FIRST READING 04/13/15 APPROVED 04/27/15

SECTION	H	TITLE	NEGOTIATIONS	FILE	HA
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NEGOTIATIONS GOALS

The Board recognizes that education is a public trust; it therefore is dedicated to providing the best possible educational opportunities for the young people of this community. In negotiations, this objective may be best attained if there is a climate of mutual trust and understanding between the negotiating parties.

The Board believes that the best interests of public education will be served by establishing procedures that provide an orderly method for the Board and representatives of the staff to discuss matters of common concern.

It is further recognized that nothing in negotiations should compromise the Board's legal responsibilities, nor should any employee's statutory rights and privileges be impaired.

REFERENCES

State Reference:

Policy Reference:

Adoption History

First Reading	08/10/15
Approved	08/24/15

SECTION	H	TITLE	NEGOTIATIONS	FILE	HB
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NEGOTIATIONS LEGAL STATUS

The Board negotiates salary and other conditions of employment with employee groups under requirements and subject to limitations set forth in the state law.

Under the South Dakota Codified Laws, public employees—including members of the teaching profession—may join or refuse to join, without prejudice, any organization for professional or economic improvement. Representatives of the teachers and the Board will meet at reasonable times to negotiate with respect to rates of pay, wages, hours of employment, and other conditions of employment; to confer in good faith; and to attempt to negotiate an agreement.

Support personnel are given the right to organize and to join any employee organization and to bargain collectively through representatives of their own choosing. The Board has the duty to confer in good faith with respect to wages, hours, and other conditions of employment, and to attempt to negotiate an agreement.

These laws state further that anything therein "does not compel either party to agree to a proposal or require the making of a concession."

REFERENCES

State Reference:

- SDCL 3-18-2
- SDCL 3-18-3
- SDCL 3-18-8

Policy Reference:

Adoption History

- First Reading 08/10/15
- Approved 08/24/15

SECTION	H	TITLE	NEGOTIATIONS	FILE	HC
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SCOPE OF NEGOTIATIONS

In accordance with state law, the Board will negotiate with officially recognized employee bargaining groups on the following items: wages, salary, and other conditions of employment. Other mutually agreed-upon terms and conditions of professional service may also be negotiated as determined by the Board.

REFERENCES

State Reference:

Spearfish Education Association vs Spearfish SD & BOE,
 2010 SD 26

West Central Education Association vs West Central
 SD & BOE, 2002, SD 162
 SDCL 3-18-3

Policy Reference:

Adoption History

First Reading	08/10/15
Approved	08/24/15

SECTION	H	TITLE	NEGOTIATIONS	FILE	HD
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SCHOOL BOARD NEGOTIATING POWERS AND DUTIES

The Board has a duty to bargain in good faith with recognized staff units on wages and other conditions of employment. It also has the privilege to refuse to negotiate in certain areas.

The Board will not:

1. Interfere with, restrain, or coerce employees in the exercise of their right to organize.
2. Dominate, interfere or assist with the formation, existence, or administration of any employees' bargaining agent, or contribute to its financial support.
3. Discriminate in employment or tenure or in any condition of employment to encourage or discourage membership in any employee organization.
4. Discharge or otherwise discriminate with regard to any employee because he signed or filed any affidavit, petition, or complaint pursuant to the negotiations law.
5. Refuse to negotiate in good faith.
6. Fail or refuse to comply with any provision of state law relating to negotiations.

REFERENCES

State Reference:

SDCL 3-18-3.1

Policy Reference:

Adoption History

First Reading 08/10/15
 Approved 08/24/15

SECTION	H	TITLE	NEGOTIATIONS	FILE	HE
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BOARD NEGOTIATING AGENTS

The Board is ultimately responsible for negotiating with employee units. Prior to commencement of any negotiations, the Board--with the assistance of the Superintendent--will decide whether to appoint a labor lawyer, a professional negotiator, or a representative from within the school district to serve as the Board's chief negotiator. The balance of the Board's negotiating team will be selected by the Board with assistance from the Superintendent.

The fee or salary for a professional negotiator will be established by the Board at the time of appointment.

Negotiations will be conducted only as directed by the Board. No agreement will be effective until the Board has accepted it and officially designated its representatives to sign

REFERENCES

State Reference:

Policy Reference:

Adoption History

First Reading 08/10/15
 Approved 08/24/15

SECTION	H	TITLE	NEGOTIATIONS	FILE	HE-R
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BOARD NEGOTIATING AGENTS (Regulation)

APPOINTMENT OF A PROFESSIONAL NEGOTIATOR

The negotiator's fees or salary will be established at the time of appointment.

The duties of the negotiator will be mutually agreed upon, and may include the following:

1. Serve as chief spokesman in negotiations with recognized or certified bargaining units to arrive at a mutually satisfactory agreement on wages, hours, and working conditions of employees represented by the units, and at any fact finding proceedings related thereto.
2. Direct accumulation of necessary data needed for negotiations, such as comparative information.
3. Follow guidelines set forth by the Board as to acceptable agreements and will report on the progress of negotiations.
4. Make recommendations to the Board as to acceptable agreements.
5. Interpret the signed negotiated agreements to administrators.
6. Serve as the official designee of the superintendent when the grievance procedure reaches the level of the superintendent.
7. Plan, organize, direct, and represent the district in arbitrations involving agreements.

REFERENCES

State Reference:

Policy Reference:

Adoption History

August 2015

SECTION	H	TITLE	NEGOTIATIONS	FILE	HH
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PRIVILEGES OF STAFF NEGOTIATING ORGANIZATIONS

In accordance with state law, recognized employee organizations or their agents will not:

1. Restrain or coerce an employee in the exercise of the rights guaranteed to the employee by state law.
2. Restrain or coerce an employer in the selection of his representative for the purpose of negotiating or the adjustment of a grievance.
3. Cause or attempt to cause an employer to discriminate against an employee due to membership or non-membership in an employee organization, or to whom membership in such organization has been denied or terminated for some reason.
4. Refuse to negotiate collectively in good faith with an employer.

REFERENCES

State Reference:
 SDCL 3-18-3.2
 SDCL 3-18-3.3

Policy Reference:

Adoption History

First Reading 08/10/15
 Approved 08/24/15

SECTION	H	TITLE	NEGOTIATIONS	FILE	HJ
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NEGOTIATIONS PROCEDURES

Following the granting of recognition to an organization to represent an employee unit, the Board, through its designated representatives, will meet with the representatives of the organization to negotiate and attempt to reach agreement on matters pertaining to salaries, terms, and conditions of employment, and processing of alleged grievances.

INITIATION OF NEGOTIATIONS

The Board will make an effort to begin negotiations well in advance of contract issuance. A written request to begin negotiations will be sent to the employee unit representatives, and reasonable time will be given to the representatives to respond to the Board's request.

TIME AND PLACE OF NEGOTIATIONS

Negotiations meetings will be scheduled at times which will interfere least with school schedules and the educational program. They will be conducted at times and places mutually agreeable to the negotiators named by each party. At the first meeting, the date and location of the subsequent meeting will be scheduled, and so on. Meeting schedules will be realistic.

CONDUCT OF NEGOTIATIONS

Individual Board members cannot negotiate privately with representatives of any employee unit. Each negotiating team will be limited to a specific number of individuals determined jointly by the Board and the negotiating organization.

During negotiations, the representatives of the Board and the organizations will present relevant data, exchange points-of-view, and make proposals and counter proposals. Upon the request of either party, the other will make available for inspection its records and data pertinent to the subject of negotiations.

Formal negotiations meetings between the parties will be conducted in closed session, unless an open session is agreed upon by both parties.

It is the responsibility of each negotiations team to keep its own records of the proceedings. No electronic recording devices will be allowed by the Board.

If one party calls for a caucus, that party will move to another location for its caucus. Each party will determine which representatives may be present at its caucus.

COMMUNICATIONS

Press releases regarding negotiations progress are the responsibility of each team. The Board will have the responsibility of communicating on a continuous basis to the community.

REACHING AGREEMENT

All tentative agreements will be written and initialed by spokespersons of the respective negotiating teams. Agreements will be tentative until approved by the employee organization and adopted by the Board.

REFERENCES

State Reference:

SDCL 3-18

Policy Reference:

Adoption History

First Reading 08/10/15

Approved 08/24/15

SECTION	H	TITLE	NEGOTIATIONS	FILE	HL
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PRELIMINARY NEGOTIATED AGREEMENT DISPOSITION

If a tentative settlement is reached between an employee organization and the Board, the designated representatives of both parties will recommend ratification by their respective groups. If either the Board or the employee organization memberships fail to ratify the tentative agreement, negotiations will be continued for a specified period of time in an effort to work out differences locally, prior to declaring impasse and commencing conciliation or fact-finding procedures.

REFERENCES**State Reference:**

SDCL 3-18-7

Policy Reference:**Adoption History**

First Reading 08/10/15
Approved 08/24/15

SECTION	H	TITLE	NEGOTIATIONS	FILE	HN
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IMPASSE PROCEDURES

In the event the Board and the employee negotiation teams are unable to reach agreement, and an impasse exists, the conciliation and fact-finding procedures outlined in state law may be requested by either party. The notice of an impasse must be in writing.

If neither party requests intervention by the Department of Labor and Regulation within 10 calendar days after impasse is reached, the Board will assume negotiations are completed and will institute the provisions of the Board's last offer.

Within five days of receipt of a fact-finders report, both parties will meet to discuss the report.

In case of failure to reach agreement after full use of conciliation and mediation, the Board will be responsible to make such decisions necessary for the operation of the school system.

REFERENCES

State Reference:

SDCL 3-18-8.1

SDCL 60-10-1

SDCL 60-10-2

Policy Reference:

Adoption History

First Reading 08/10/15

Approved 08/24/15

SECTION	H	TITLE	NEGOTIATIONS	FILE	HO
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EMPLOYEE CONTRACT OBLIGATIONS

By state law, it is illegal for any employee of the district to engage in a strike, withhold services, be absent without leave or authorization, or decline to perform all of their duties and responsibilities.

So that the educational programs of the district will function without interruption, the Board will ensure that employee contracts that are in force with the district are fulfilled. If necessary, legal recourse will be taken by the Board to fulfill its obligations and responsibilities to the citizens of the district.

Any employee who conducts themselves in a manner that is disruptive to the educational programs of the district and/or violates the provisions of their contract with the district subjects themselves willfully to the legal resources available to the Board.

It is the responsibility of every administrator to ensure that the obligations and responsibilities of the Board are fulfilled as the Board directs.

REFERENCES

State Reference:
 SDCL 3-18-10
 SDCL 3-18-11
 SDCL 3-18-14
 SDCL 3-18-15
 SDCL 3-18-15.1
 SDCL 3-18-15.2
 SDCL 3-18-15.3
 SDCL 3-18-15.4
 SDCL 3-18-16
 SDCL 3-18-17
 SDCL 3-18-9

Policy Reference:

Adoption History

First Reading	08/10/15
Approved	08/24/15

SECTION	L	TITLE	EDUCATION AGENCY RELATIONS	FILE	LA
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EDUCATION AGENCY RELATIONS GOALS

The Board will cooperate to the fullest possible extent with other school districts and with other local, state, and regional agencies and organizations in the solution of educational problems of common concern. This cooperation will extend to such areas as research, exchange of information and data, coordination of curriculum, coordination of school calendars and activities, and construction of facilities that may be efficiently used on a cooperative basis, and any other activity where it may be advantageous to serve a broader area than one district.

In carrying out this policy, the Superintendent **or designee** will include in his/her recommendations to the Board an evaluation of the desirability and feasibility of cooperation with other agencies in endeavors which could benefit the district.

REFERENCES

State Reference:

Policy Reference:

Adoption History

First Reading	04/25/16
Approved	05/09/16

SECTION	L	TITLE	EDUCATION AGENCY RELATIONS	FILE	LAA
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STUDENT TEACHERS

The Board endorses participation in undergraduate student teaching programs with colleges and universities for the purpose of training competent future teachers. ~~The Superintendent~~ **District Administration** is encouraged to cooperate with teacher preparatory institutions in placement of student teachers within the school system. In accepting and placing student teachers, the ~~Superintendent~~ **District Administration** shall consider local school needs including qualifications and interests of available cooperating teachers. Student teachers will be accepted on a limited basis and placed according to availability of competent cooperating teachers.

The Board authorizes the Superintendent **designee** to approve all prospective student teachers. A criminal background check will be completed.

REFERENCES

State Reference:
SDCL13-10-12

Policy Reference:

Adoption History

First Reading	04/25/16
Approved	05/09/16

SECTION	L	TITLE	EDUCATION AGENCY RELATIONS	FILE	LB
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RELATION WITH OTHER SCHOOLS AND SCHOOL DISTRICTS

The Board will cooperate and may develop contracts with the state, its agencies and institutions, and any political subdivision for educational purposes and services. These contracts may be developed:

1. To share the services of employees with other school districts;
2. To provide for educational services with the Bureau of Indian Affairs, or any other federal department or agency;
3. To provide for elementary and secondary education for students who reside within the school district of a bordering state;
4. To provide joint educational services for students who reside within the district with students who reside within a bordering state's school district;
5. To provide educational services for grades 7-12 within this district and an adjacent school district. Both districts will operate grades 1-6 in the home district.

Tuition for students taught under contractual educational arrangements will be charged as provided by law. As also provided by law, approval for entrance into these contractual arrangements will be received from the Secretary of Education.

REFERENCES

State Reference:
 SDCL 13-15
Policy Reference:

Adoption History

First Reading	04/25/16
Approved	05/09/16

SECTION	L	TITLE	EDUCATION AGENCY RELATIONS	FILE	LBB
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COOPERATIVE EDUCATIONAL PROGRAMS

In accordance with law, the Board may establish a cooperative educational service unit with one or more school districts. This unit will be considered a legal entity, which may carry out the services of the cooperative agreement, but which will have no authority to levy taxes or issue bonds.

REFERENCES

State Reference:

SDCL 13-5-31
SDCL 13-5-32
SDCL 13-5-32.1
SDCL 13-5-33

Policy Reference:

Adoption History

First Reading	04/25/16
Approved	05/09/16

SECTION	L	TITLE	EDUCATION AGENCY RELATIONS	FILE	LDJ
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MONETARY DONATIONS FOR MEALS (ANGEL FUND)

The Angel Fund is an account maintained by the ~~Food Service~~ **School Nutrition** Office to be used to assist in covering the remaining balance, after reimbursement, of alternative meals served to students with an insufficient meal balance. **Angel Fund may also be used for students with unpaid meal charges at the end of school year.** This account will be funded entirely by donated money. There will be no transfer of money from or to the Food Service budget.

Money donated to the Angel Fund will be recorded in the ~~Food Service~~ **School Nutrition** Office and in Infinite Campus. All donations will be properly receipted. ~~and then recorded on a spreadsheet to include donor name, date, check number, and amount. A copy of all email communications designating leftover account balance donations will be saved to a shared file and maintained for three years. Telephone donations will be required to send email verification or a letter to be filed. Staff and parents with access to Infinite Campus Parent Portal can donate by credit transaction; records should indicate donation amount with a date/time stamp and maintained for a minimum of three years.~~ Monthly balances will be audited/balanced by the **School Nutrition** Office and reviewed by the Central Office each month. In addition, receipt books will be submitted for review annually.

~~To avoid abuse of the privilege, usage of this account will be limited to a maximum of one time per week and three times per year per student. When a student is going to receive an alternative meal (cheese sandwich), the school cashier will check for their name on a weekly list. If they have not already used this privilege, the student's name will be recorded and a hot lunch will be charged to their account, putting the student account into the negative. The cashier will then bring the names of those students to the Food Service office, where the appropriate amount of money will be transferred from the Angel Fund to the student's account. This will create an electronic record of fund usage.~~

The School Nutrition office will transfer the appropriate amount of money from the Angel Fund to the student's account. This will create an electronic record of fund usage. This fund will be used on a first-come first-served basis. If/when the balance reaches zero, this fund will no longer be available for use until additional donations are received.

REFERENCES

State Reference:

Policy Reference:

Adoption History

SECTION	L	TITLE	EDUCATION AGENCY RELATIONS	FILE	LI
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RELATIONS WITH EDUCATION ACCREDITATION AGENCIES

The district's schools will meet the requirements and standards for both basic approval and accreditation by the State Board of Education. Accreditation is required in order for the District to be eligible to receive general support foundation program funds.

~~In addition, each of the district's high schools will seek the highest status of membership in AdvancEd, by cooperating in the association's evaluations of the district schools and considering the association's recommendations.~~

REFERENCES

State Reference:

- SDCL 13-1-12.1
- SDCL 13-13-18
- SDCL 13-3-47

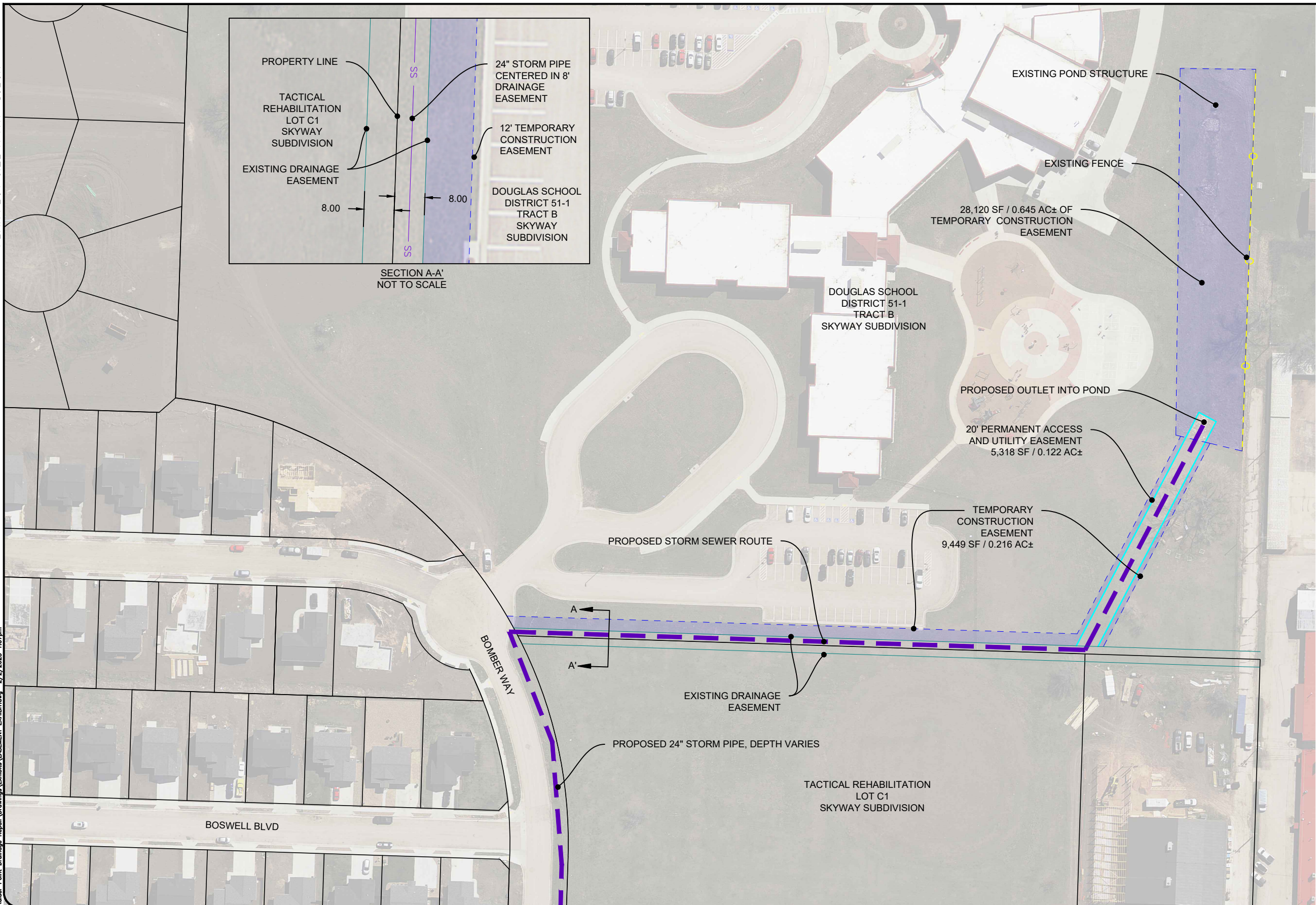
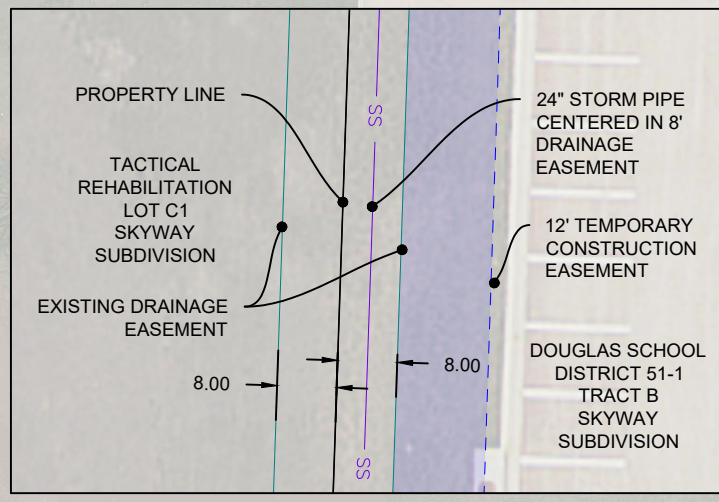
Policy Reference:

Adoption History

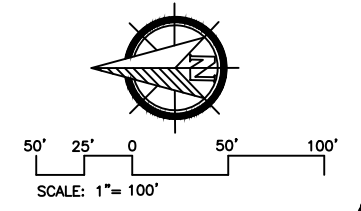
- First Reading 04/25/16
- Approved 05/09/16

PLAN PLOT SIZE 11" X 17" COLOR

T:\D06\00 - Projecta 22-025 - Raider Point Drainage Repair\Drawings\Exhibits\EASEMENT EXHIBIT.dwg 2/2/2023 1:07pm



THIS SKETCH DEPICTS THE THEORETICAL FUTURE ACCESS AND UTILITY EASEMENT BETWEEN THE CITY OF BOX ELDER AND DOUGLAS SCHOOL DISTRICT SYSTEM. ACTUAL EASEMENT FOR THIS PROJECT WILL BE PROVIDED IN NEAR FUTURE FOLLOWING DESIGN.



TDG

Towey Design Group, Inc.
475 Villa Drive, Suite #3
Box Elder, SD 57719
605.600.3758

LOGO:

**PRELIMINARY
FOR REVIEW ONLY**

**RAIDER POINT DRAINAGE REPAIR
BOX ELDER,
SOUTH DAKOTA**

REVISIONS:

INTERNAL JOB NUMBER: 22-025
DESIGNED BY: MT
DRAWN BY:
SURVEYED BY:
SURVEY DATE:

SHEET NAME: EXHIBIT A THEORETICAL STORM SEWER EASEMENT
SHEET NO: 1

SCHOOL RESOURCE OFFICER PROGRAM AGREEMENT

This Agreement is made and entered into this _____ day of _____, 2023, by and between the PARTIES; DOUGLAS SCHOOL DISTRICT OF 400 Patriot Drive, Box Elder, SD 57719, (hereinafter "School District") and the CITY OF BOX ELDER, a South Dakota municipal corporation, of 420 Villa Drive, Box Elder, SD 57719, (hereinafter "City").

RECITALS

WHEREAS the City operates the Box Elder Police Department;

WHEREAS this agreement will often refer to the Box Elder Police Department as "Law Enforcement" for ease of reference;

WHEREAS Law Enforcement agrees to provide the School District a School Resource Officer (hereinafter "SRO") Program in the School District; and

WHEREAS the School District and Law Enforcement desire to set forth in this SRO Agreement the specific terms and conditions of the services to be performed and provided by the SRO's in the School District.

AGREEMENT

NOW, THEREFORE, in consideration of the mutual covenants, promises, and conditions contained herein, the Parties mutually agree as follows:

1. Cost of the SRO Program
 - A. The parties hereto acknowledge that there is a financial agreement between the Parties. The School District will reimburse the City \$50,869.68 of the actual wages of each Law Enforcement employee for 192 days of service. For Law Enforcement employees serving a partial school year, the reimbursement will be on a pro-rata basis for the number of days served. The invoices for payment will be submitted to the School District twice yearly, once in September and once in May. In the case of cancellation of this agreement per Section 8 below, School District shall be entitled to reimbursement by the City on a pro-rata basis for any portion of the reimbursement it has already paid as to the portion of the days then remaining at the end of the 60-day notice of cancellation period.
 - B. The School District agrees to provide an office with standard business accommodations for the SRO's, including but not limited to an office in which to work as well as access to a telephone.
 - C. The School District agrees to provide a computer, laptop, or tablet for the SRO's to use for work purposes.
 - D. The School District agrees to allow the SRO's to participate in any School District trainings that may apply to or be helpful to law enforcement.

2. Employment of School Resource Officers.

- A. The SRO's shall be an employees of Law Enforcement and shall be subject to the administration, supervision, and control of Law Enforcement.
- B. The SRO's shall be subject to all personnel policies and practices of Law Enforcement except as such policies or practices may be modified by the terms and conditions of this Agreement.
- C. The SRO's shall also be subject to those School District and School District Board policies that may apply to third-party employees working on location in the School District, including but not limited to the School District's policies against discrimination, harassment, and/or bullying.
- D. Law Enforcement, in its sole discretion, shall have the power and authority to hire, discharge, and discipline SRO's. School District shall make Law Enforcement aware of any concerns or violations involving SRO's of which it becomes aware or observes.
- E. The Chief of Police or designee shall assign the SRO's to the School District. If a principal is dissatisfied with a SRO who has been assigned to that principal's school, then that principal may request that the Chief of Police or designee assign a different officer as the SRO for that school.
- F. The School District at large will have ~~one (1)~~ **two (2)** BEPD SRO's assigned to the District. The schools to which the ~~SRO is~~ **SRO's are** to be assigned will be determined by the agreement of the command of Law Enforcement and the School District.
- G. Substitutions will be made in consultation with the school administration and will only be on a temporary basis.

3. Duty Hours

- A. Whenever possible, it is the intent of the parties that the SRO's duty hours shall conform to the School District's school day. Reasonable efforts will be made to accommodate School District's request for SRO's to attend after-school activities, such as sporting events, dances, and prom.
- B. It is understood and agreed that time spent by SRO's attending court, court related conferences and preparations, arising from and/or out of their employment as SRO for the School District shall be considered as hours worked under this Agreement. This includes all training required by the State of South Dakota or Law Enforcement to maintain certification as a law enforcement officer in good standing.
- C. In the event an SRO is absent from work, the SRO shall notify his or her supervisor in Law Enforcement and the principal of the school to which the SRO is currently assigned. If an SRO is absent from work at the School District for more than 5 consecutive days, Law Enforcement will assign another officer, if available, to substitute for the SRO beginning on the sixth consecutive day of absence. The School District will be entitled to reimbursement for any period of absence of the SRO for which services under this Agreement were not provided, on a pro-rata basis.

4. Goals of the SRO Program

This SRO Program is unique to the community, based on input from the school administration, teachers, faculty, students, families, and community members. The Program is designed to fulfill three overall roles:

- Law Enforcement
- Fostering Positive School Climate/Crime Prevention/Mentor/Role Model
- Education

Law Enforcement – SRO's are responsible for the majority of law enforcement activities occurring at school, during school hours, but not general school discipline. The determination of whether an activity rises to the level of a law enforcement activity should be made in consultation with a school administrator. Parents, students, teachers, and other school personnel should bring complaints about student misbehavior or conduct to the school principal, or designee, rather than the SRO.

Fostering Positive School Climate/Crime Prevention/Mentor/Role Model – One of the primary roles SRO's fulfill is fostering a positive school climate through relationship building and crime prevention. Officers will engage in various activities, in consultation with school administration, teachers, and students, and should strive to build a school culture of open communication and trust between and among students and adults by focusing on officers getting to know students at the school, serving as a role model, and working with teachers and administrators to identify students who may be facing challenges and need additional resources or attention to be successful in school. Crime prevention activities include foot patrols, monitoring previous crime locations, speaking to teachers about reducing the opportunity for crimes to occur, analyzing possible crime patterns, and investigating crimes. Officers may also complete security surveys analyzing the physical security and safety of school property and facilities.

Education – SRO's should participate in the school community by becoming a member of the educational team where appropriate and by representing the law enforcement community to build positive relationships with youth, their families, and school staff.

Whether talking to students in the hallway or delivering a presentation in the classroom, SRO's are embedded in the educational fabric of the school. SRO's are expected to be proactive in creating and taking advantage of educational situations, and school administrators are encouraged to leverage this resource.

5. Duties of School Resource Officers

The SRO's duties will include, but not be limited to, the following:

- A. To be an extension of the principal's office for assignments consistent with this Agreement. SRO's should be notified by the building principal whenever a situation arises that is or is likely to become criminal in nature, a present or potential danger to the staff, students, visitors, or school property, or an issue that requires the assistance of additional personnel.

- B. To be a visible, active law enforcement figure on campus dealing with law enforcement matters and school code violations originating on the assigned campus. As to school code violations, the SRO's will refer the student to the principal's office for discipline to be determined and made by School District school officials.
- C. To act as the designee of the campus administrator in maintaining a safe environment as to law enforcement matters and school code violations. This includes buildings, grounds, parking lots, lockers, and other public-school property. As to school code violations, the SRO's will defer to the principal's office for discipline to be determined and made by School District school officials.
- D. To provide a classroom resource for law enforcement topics using School District approved materials.
- E. To be a resource for students which will enable them to be associated with a law enforcement figure and role model in the students' environment.
- F. To be a resource for teachers, parents, and students for conferences on an individual basis dealing with individual problems or questions, particularly in the area of substance control.
- G. To make appearances before parent groups, and other groups associated with the campus and as a speaker on a variety of requested topics, particularly drug and alcohol abuse.
- H. The SRO's will be involved in school discipline, when it pertains to preventing a disruption that would, if ignored, place students, faculty, and staff at risk of harm, the SRO's will resolve the problem to preserve the school climate. As to school code violations, the SRO's will take the student to the principal's office for discipline to be determined and made by School District school officials.
- I. It will be the responsibility of the SRO's to report all crimes originating on campus. On occasion, an SRO may be assigned cases originating outside the school which may involve students from the Douglas Schools.
- J. The SRO's will share information with the administrator about persons and conditions that pertain to campus security concerns.
- K. The SRO's will be familiar with helpful community agencies, such as mental health clinics, drug treatment centers, etc., that offer assistance to dependency-and delinquency-prone youths and their families. Referrals will be made when necessary.
- L. The SRO's and the principal will develop plans and strategies to prevent and/or minimize dangerous situations which might result in student unrest.
- M. The SRO's will coordinate his/her activities with the School District's principal and staff members concerned and will seek permission, guidance, and advice prior to enacting any programs within the school.
- N. The SRO's may be asked to provide community-wide crime prevention presentations that include, but are not limited to:
 - Drugs and the law – Adult and Juvenile;
 - Alcohol and the law – Adult and Juvenile;
 - Sexual assault prevention;
 - Safety programs – Adult and Juvenile
 - Online safety and citizenship; and
 - Assistance in other crime prevention programs as assigned.

- O. The SRO's will wear approved Law Enforcement department uniform, formal business attire or business casual with appropriate logos and name badges depending on the time of school year, the type of school activity or program, and the requests of the School District and/or Law Enforcement. The Chief of Police, or designee, and the principal(s) shall jointly set expectations and resolve any disputes in this area.
- P. The SRO's will wear their Law Enforcement department-authorized duty weapons in accordance with department policy.

6. Chain of Command

- A. As employees of Law Enforcement, SRO's will be subject to the chain of command of Law Enforcement.
- B. In the performance of their duties, SRO's shall coordinate and communicate with the School District's principals, or their designees.

7. Access to Education Records

- A. School officials shall allow SRO's to inspect and copy any public records maintained by the school to the extent allowed by law and in accordance with applicable law.
- B. SRO's and school officials are permitted to openly share information with the standing 7th Circuit Judicial Order allowing such sharing of information. The judicial order shall be periodically updated to reflect current information and to remain in compliance with the latest judicial guidance.
- C. SRO's should actively share information with the School District's school officials that would likely have a significant impact on the safety, well-being, or operation of the school or educational environment.

8. Term of Agreement.

This agreement shall commence in ~~August~~ February of 2023 and end in August of ~~2024~~ 2023. However, should any Party encounter budgetary constraints that make the continuation of this Agreement impractical, then any Party may cancel this Agreement upon sixty (60) days' notice to the other Party. In the case of cancellation of this agreement, School District shall be entitled to reimbursement on a pro-rata basis for any portion of the ~~\$50,859.68~~ reimbursement it has already paid as to the portion of the days then-remaining at the end of the 60-day notice of cancellation period.

Following the ~~initial two (2) year~~ term above, this Agreement shall be re-evaluated. ~~and automatically renewed for successive two (2) year periods~~ and amended as necessary prior to the 2023/2024 school year. Any Party requests may request termination or modification of the Agreement thirty (30) days in advance of the start date of such upcoming renewal period. This

request must be made in writing by the Party requesting termination or modification of this Agreement.

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be executed the month and year first written above.

DOUGLAS SCHOOL DISTRICT

By: _____

(print)

(sign)

Its: _____

(title)

Dated: _____

CITY OF BOX ELDER

By: _____

(print)

(sign)

Its: _____ Mayor _____

(title)

Dated: _____

ATTEST:

CITY ADMINISTRATOR/CHIEF FINANCIAL OFFICER

Multiple Characteristics

Honest, Transparent, & Trustworthy

Value & Respe...

Communicati...

Relationship

Approachable & Vi...

Professional

Value & Respe...

Communicati...

Relationship

Approachable & Vi...

Professional

Special Education

Miscellaneous