

DOUGLAS SCHOOL DISTRICT
BOARD OF EDUCATION

AGENDA

Monday, March 27, 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/95261829085?pwd=T1FtTWIxN256Z1FTK00wOG51MmhwUT09>

Meeting ID: 952 6182 9085

Passcode: 614649

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 March 13, 2023.
 - B. Approve Personnel Action
 - C. Approve Financial Reports

- D. Approve the Purchases and Issuing of Accounts Payable
 - E. Approve Conflict Disclosures and Waiver Authorizations Pursuant to SDCL 3-23-3
 - F. Approve the non-reelection of forty (40) certified staff for the 2023-24 school year for the purpose of removing one-year only assignments or extra duty assignments.
9. Items Removed From Consent Agenda
10. Elementary and Secondary Curriculum and Instruction Items:
- A. Comprehensive Staffing Plan Presentation
11. Superintendent Items:
12. Fiscal Resources Items:
- A. Approve Recommendations by Capital Outlay Committee for the 2023-24 Capital Outlay Projects
 - B. Concurrent Election Agreement with the City of Box Elder
13. Operational Support Services Items:
- A. Approve Second Reading of NEW Board Policies, Section G as follows:
 - Board Policy GCE - Part-Time And Substitute Employment - Professional Staff
 - Board Policy GCEA - Job Sharing for Professional Staff
 - Board Policy Exhibit GCEA-E1 - Job Share Application
14. Reports:
- A. Superintendent:
 - B. Committee Reports From Board Members and Comments from Associate Board Members
15. Upcoming Calendar Events:
 - April 6 BOE Meeting
 - April 10-14 Spring Break
 - April 24 BOE Meeting
16. Executive Session to prepare for negotiations per SDCL 1-25-2.4.
17. Executive Session for personnel per 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 #
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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, March 13, 2023

The Douglas School District No. 51-1 Board of Education held a Regular meeting on Monday, March 13, 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. Patrice Holmes, Associate Member: Present; Fran Apland, Associate Member: 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.

President Gray acknowledged that Superintendent Kevin Case, Business Manager Trista Olney, and Communications Coordinator Katy Urban are at the Spring National Association of Federally Impacted Schools (NAFIS) conference in Washington DC this week and not present at the meeting tonight.

There was nothing for public forum.

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

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

Approved Regular Meeting Minutes for February 27, 2023.

Approved Personnel Action for March 13, 2023. (Attachment)

Approved Accounts Payable Report for March 15, 2023 and February 2023 Payroll Report. (Attachments)

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

Approved High School Debate Team Trip Request to Phoenix, AZ on June 9-16, 2023 to attend the National Debate Tournament.

Approved declaring the attached list of vehicles as Surplus (surplus for sale or discard).

Approved the intent for non-reelection of forty (40) certified staff for the 2023-24 school year for the purpose of removing one-year only assignments or extra duty assignments.

Fiscal Resources Items:

The 2023-24 Capital Outlay Request list was provided to board members for review prior to approval at the March 27, 2023 meeting. The Capital Outlay Committee which includes board members Amy McGovern and Chris Misselt met on March 1. Both members commended the capital outlay process this year.

Motion to Approve the FY23 Title I, 1003 grant budget as presented. This motion, made by Cathy Melendez and seconded by Amy McGovern, Carried.

Operational Support Services Items:

Motion to approve declaring the attached technology items as surplus for discard. This motion, made by Amy McGovern and seconded by Chris Misselt, Carried.

Motion to Approve CMAR (Construction Manager at Risk) Contract Between Douglas School District and Heavy Constructors Inc. for New Elementary School #1. This is a standard agreement and a statutory requirement. This motion, made by Chris Misselt and seconded by Amy McGovern, Carried.

Approve First Reading of NEW Board Policies, Section G as presented. These are new policies to govern job-sharing. This motion, made by Chris Misselt and seconded by Amy McGovern, Carried.

New Board Policy GCE - Part-Time and Substitute Employment of Professional Staff
New Board Policy GCEA - Job Sharing for Professional Staff
New Board Policy Exhibit GCEA-E1 - Job Share Application

Motion to approve SECOND READING of Revised or Reviewed Policies, Section L. This motion, made by Amy McGovern and seconded by Cathy Melendez, Carried.

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

Reports:

Executive Director of Operation Support Services Bud Gusso shared the process for the high school principal and activities director interviews which will be scheduled for March 21 and 22. Representatives from the school board will be on the interview committee.

He also shared information from the Classified Listening Sessions conducted last week. Attendance was very similar to past years. One of the topics discussed at all the sessions was professional development for classified staff.

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

Tonya Amaral said the next Booster Club meeting will be March 20, as the last scheduled meeting was snowed out.

Fran Apland shared a handout listing Pre-school and Pre-K Options for military children at Ellsworth Air Force Base provided by Penn State Clearinghouse for Military Family Readiness. She also attended the Anchored4Life meeting at Vandenberg Elementary this morning. Vandenberg is doing an amazing job with the peer-to-peer program.

Chris Misselt attended the Ed Council Committee meeting, as well as the Capital Outlay Committee meeting in the past two weeks. He found the Classified Listening Sessions to be extremely informative and would recommend doing them more than once a year.

Amy McGovern remarked that the capital outlay process worked well this year. She also would like to see the Classified Listening Sessions conducted more than once a year. She commented on the administrator interview process as being structured and well planned, "Trust the process for the hiring committees. It works."

Tanya Gray commended how well our students are being recognized on the district social media. Student success is our center and this allows our entire community to see how well our students are doing. She likes that we are now tying our District Strategic Direction to what we are doing.

Motion to adjourn the meeting at 5:47. This motion, made by Chris Misselt and seconded by Cathy Melendez, Carried.

Tanya Gray, President

Trista Olney, Business Manager

_____ Initials

_____ Date

Published once at the total approximate cost of _____.

DOUGLAS SCHOOL DISTRICT**PERSONNEL ACTION 3/13/2023****Employee Leave of Absence Requests**

	Beverly Parker-Greer	Requesting a LOA	April 3, 2023 to May 25th, 2023	
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Certified Professional Growth Plans

	Name	Building	Position	
	Amanda Awe	Douglas Middle School	Language Arts	

Classified Resignations/Retirements/Terminations

	Name	Position	Location	Effective Date
	Aurelio Calle	SPED Aide	Douglas Middle School	3/3/2023
	Heather Hall	SPED Aide	Vandenberg Elementary	3/31/2023
	Tonia Tate	LRA	Patriot Elementary (FC wing)	1/14/2023*
	Charlotte Warren	ISS/Tlmeout Aide	Douglas Middle School	5/26/2023

Certified Voluntary Transfer Request

	Name	From Bldg/Position	To Bldg/Position	Effective Date
	Pegge Basham	Patriot Elementary (Francis Case wing) / Instructional Leader	Patriot Elementary (Francis Case wing) / Third Grade Teacher	2023-2024 School Year
	Shelby Sieveke	Patriot Elementary (Francis Case wing) / Third Grade Teacher	Patriot Elementary (Francis Case wing) / Instructional Leader	2023-2024 School Year

Classified Voluntary Transfer Request

	Name	From Bldg/Position/Hrs	To Bldg/Position/Hrs	Effective Date
	Tammi Koch	Transportation / Bus Aid / 3 hours per day	Transportation / Bus Driver / 3 hours per day	1/10/2023

Certified Staff Hiring

	Name	Location / Position	Wage	Effective Date
	Robert Harrington	Douglas High School	M/7 - \$58,525.00	2023-2024 School Year
	Courtney Lytle	Patriot Elementary (Francis Case Wing) / Instructional Leader	M/5 - \$57,025.00	2023-2024 School Year
	Hannah Snyder	Douglas Middle School / Language Arts	B/0- \$48,275.00	2023-2024 School Year
	Karley Tracy-King	Vandenberg / SPED Teacher	B/0 - \$48, 275.00	2023-2024 School Year
	Charlotte Warren	Douglas Middle School / Reading Teacher	B/4 - \$51,275.00	2023-2024 School Year

Classified Staff Hiring

	Name	Position	Location	Effective Date
	Kristen Goff	FSW	Douglas High School	03/13/2023
	Jamie McAuliffe	FSW	Douglas Middle School	03/16/2023

Temporary Hires

	Name	Position	Salary	Effective Date
	Jenna Burbach	MTSS Leader - - 1 Year Only	\$500.00 per year	2022-2023 School Year
	Shawna Delaney	Anchored 4 Life & Student to Student- 1 Year Only	\$600.00 per year	2022-2023 School Year
	Cathleen DeneKamp	MTSS Leader - - 1 Year Only	\$500.00 per year	2022-2023 School Year
	Eric Elder	MS Head Track Coach - 1 Year Only	\$3,186.00 per year	2022-2023 School Year
	Cassie Hamer	MS Head Spring Drama Coach-1 Year Only	\$2,872.00 per year	2022-2023 School Year
	Matt Heck	HS Asst Boys Basketball- 1 Year only	\$4,205.00 per year	2022-2023 School Year
	Teresa Keyser	Anchored 4 Life & Student to Student- 1 Year Only	\$600.00 per year	2022-2023 School Year
	Aaron Kowaleski	MS Asst Track Coach - 1 Year Only	\$2,231.00 per year	2022-2023 School Year
	Shannon Maxon	Credit Recovery Summer School	\$35.37 per hour	2022-2023 School Year
	Shireen Nelson	MTSS Leader - - 1 Year Only	\$500.00 per year	2022-2023 School Year
	Brittany Pearson	HS Asst Boys Basketball- 1 Year only	\$4,082.00 per year	2022-2023 School Year
	Rachel Quimby	MS Asst 8th Grade Boys Basketball - 1 Year Only	\$2,470.00 per year	2022-2023 School Year
	Rachel Quimby	MS Asst Track Coach - 1 Year Only	\$2,401.00 per year	2022-2023 School Year
	Robert Rath	MS Asst 7th Grade Boys Basketball - 1 Year Only	\$10.80 Per hour with minimum Salary of \$2,231.00 per Year	2022-2023 School Year
	Angela Rossow	MTSS Leader - - 1 Year Only	\$500.00 per year	2022-2023 School Year
	Lindsay Scott	MS Asst Spring Drama Coach-1 Year Only	\$1,7962.00 per year	2022-2023 School Year
	Emilee Stukerjurgan	MS Head Cheer Coach- 1 Year Only	\$10.80 Per hour with minimum Salary of \$2,917.00 per Year	2022-2023 School Year
	Shae Weber	MS Asst Track Coach - 1 Year Only	\$2,231.00 per year	2022-2023 School Year

Substitute Hires

	Name	Substitute Teacher	Substitute Classified	Effective Date
	Sky Bowler	\$16.00 per hour	95% of Step 1	3/7/2023
	Meliam Figueroa	\$16.00 per hour	95% of Step 1	3/7/2023

	Merry Hunter	\$16.00 per hour	95% of Step 1	3/7/2023
	Charity Komes	\$16.00 per hour	95% of Step 1	3/7/2023
	Kyle McGraw	\$20.00 per hour	95% of Step 1	3/7/2023
	Mark Novak	\$16.00 per hour	95% of Step 1	3/7/2023
	Christoper Sanchez	\$16.00 per hour	95% of Step 1	3/7/2023
	Andrew Simco	\$16.00 per hour	95% of Step 1	3/7/2023
	Hannahlynn Snyder	\$20.00 per hour	95% of Step 1	2/28/2023
	Amber Starr	\$16.00 per hour	95% of Step 1	3/7/2023

Certified Notices of Non Re-Elect

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

Board Report - For School Board 03/15/2023

<u>Vendor Name</u>	<u>Check #</u>	<u>Expensed</u>	<u>Amount</u>
A & B WELDING SUPPLY COMPANY INC.	182099		344.74
AASA REGISTRATION	182098		(25.00)
AMERICAN KEY SUPPLY	182098		200.00
BERS WINDY FLATS RUBBLE SITE	182100		36.00
BHSU MUSIC DEPT	182101		150.00
BLACK HILLS ENERGY- AUTO PAY	93		36,830.07
BLACK HILLS ROOFING, INC.	182102		792.00
BLACK HILLS URGENT CARE	182103		100.00
BOX ELDER HARDWARE	182104		662.84
CARQUEST AUTO PARTS	182106		625.32
CENTRAL HIGH SCHOOL ACTIVITIES	182107		272.02
CENTURY BUSINESS	182108		99.00
CENTURYLINK	182109		458.38
CITY OF BOX ELDER/PUBLIC WORKS DEPT	182110		3,587.07
CRESCENT ELECTRIC	182112		626.14
DAKOTA SUPPLY GROUP, INC.	182113		1,474.98
DAYS INN- MITCHELL	182114		1,375.00
DEMCO, INC	182115		176.80
DOMINOS PIZZA- BOX ELDER	182098		103.07
EVERGREEN OFFICE PRODUCTS	182116		934.00
FIDUCIARY ACCOUNT	182117		2,798.00
FOOD SERVICE	182118		588.20
GRAINGER, INC	182119		148.65
GREAT WESTERN TIRE COMPANY	182121		40.90
HILLYARD INC	182122		45.21
JENNER EQUIPMENT COMPANY, INC.	182123		1,103.80
JW PEPPER & SONS, INC.	182124		75.00
KIEFFER SANITATION, INC.-AUTO PAY	92		2,285.47
LOWE'S BUSINESS ACCOUNT	182098		2,189.00
LYNN JACKSON SHULTZ & LEBRUN PC INC	182125		2,343.00
MENARDS	182126		1,331.72
MF ATHLETIC	182098		602.10
MG OIL COMPANY, INC.	182127		12,862.00
MONTANA DAKOTA UTILITIES COMPANY, INC.	182128		18,166.24
MUSICIAN'S FRIEND INC.	182129		161.91

Board Report - For School Board 03/15/2023

<u>Vendor Name</u>	<u>Check #</u>	<u>Expensed</u>	<u>Amount</u>
NATIONAL ENERGY CONTROL CORPORATION	182130		741.19
NORCOSTCO	182098		454.94
NORTH CENTRAL BUS & EQUIPMENT CO. INC	182131		1,052.91
NORTHERN TRUCK EQUIPMENT CORP.	182132		745.75
PRINT MARK-ET	182133		35.00
RAPID CITY JOURNAL	182134		82.84
RAPID CITY JOURNAL	182135		74.26
RDO EQUIPMENT	182137		30.57
RIVERSIDE TECHNOLOGIES INC	182138		5,300.00
RUSHMORE PLAZA HOLIDAY INN	182139		75.50
SAM'S CLUB	182098		402.90
SANFORD HEALTH OCCMED	182140		269.00
SASD	182141		180.00
SCHOOL NURSE SUPPLY	182142		78.78
SDHSAA	182145		930.00
SOUTH DAKOTA MINES	182146		1,000.00
STELZIG, JENNIFER	182147		144.00
SUMMIT SIGNS SUPPLY, INC.	182148		197.50
SUPER 8 - SHERIDAN	182149		1,190.70
TEMPERATURE TECHNOLOGY INC	182150		581.63
THEATRE HOUSE INC	182098		113.04
TIE	182151		3,500.00
UNITED AIR LINES	182098		629.15
US BANK	182098		6,677.26
VANWAY TROPHY & AWARD, INC.	182153		69.20
VERIZON WIRELESS	182154		339.92
VOYAGER FLEET SYSTEMS, INC.	182156		845.71
WAL-MART STORES INC	182098		232.30
WEDDING AND PORTRAIT PHOTOGRAPHY	182098		70.00
WEST RIVER ELECTRIC-AUTOPAY	91		2,154.05
WESTERN COMMUNICATIONS, INC.	182158		768.00
WORLDWIDE CHOREOGRAPHY	182159		4,100.00
GENERAL FUND			<hr/> 126,629.73
CENTURY BUSINESS	182108		8,540.26
CO-OP ARCHITECTURE	182111		169,996.20

Board Report - For School Board 03/15/2023

<u>Vendor Name</u>	<u>Check #</u>	<u>Expensed</u>	<u>Amount</u>
GRANITE NISSAN	182120		48,679.00
JENNER EQUIPMENT COMPANY, INC.	182123		2,094.59
CAPITAL OUTLAY			<hr/> 229,310.05
CARNEGIE LEARNING	182105		300.00
DELTA AIR LINES	182098		2,095.20
FIDUCIARY ACCOUNT	182117		840.00
RATWIK, ROSZAK & MALONEY, P.A	182136		350.00
SASD	182098		55.20
SD DEPARTMENT OF HUMAN SERVICES	182143		2,291.82
TIMMONS MARKET	182152		17.58
US BANK	182098		7,572.75
VOLUNTEERS OF AMERICA, DAKOTAS	182155		848.40
WAL-MART STORES INC	182098		213.86
WALTMAN, MONICA	182157		120.00
SPECIAL ED			<hr/> 14,704.81
SD DEPARTMENT OF LABOR UNEMPLOYMENT	182144		671.60
UNEMPLOYMENT			<hr/> 671.60
			<hr/> 371,316.19
CASH-WA DISTRIBUTING COMPANY, INC.	12024		1,904.63
CASH-WA DISTRIBUTING COMPANY, INC.	12025		10,013.63
COCA-COLA BOTTLING CO HIGH COUNTRY	12026		641.00
DAKOTA WAREHOUSE	12027		250.00
DOMINOS PIZZA- BOX ELDER	12028		1,313.50
GENERAL FUND	12029		51,132.13
PAN-O-GOLD BAKING COMPANY, INC.	12030		932.87
PRAIRIE FARMS	12031		5,568.50
REINHART FOOD SERVICE LLC	12032		15,684.66
SERVALL TOWEL & LINEN SUPPLY, INC.	12033		280.20
FOOD SERVICE			<hr/> 87,721.12
			<hr/> 87,721.12
Grand Total:			<hr/> 459,037.31

PAYROLL EXPENDITURES

FEBRUARY 7 2023

FEBRUARY 21 2023

TOTALS

\$1,076,309.88

\$1,157,406.56

DOUGLAS SCHOOL DISTRICT**PERSONNEL ACTION 3/27/23****Certified Professional Growth Plans**

Name	Building	Position	
Brianna Marty	Patriot Elementary (Badger Clark wing)	3rd Grade Teacher	

Certified Resignations/Retirements/Terminations

Name	Position	Location	Effective Date
Lucas Jastorff - Resigning	SPED Teacher	Pariot Elementary (Francis Case wing)	End of 2022-2023 School Year

Certified Recalled Resignations

Name	Position	Location	Effective Date
Michele Hazledine	Kindergarten Teacher	Pariot Elementary (Badger Clark wing)	March 13, 2023

Classified Resignations/Retirements/Terminations

Name	Position	Location	Effective Date
Kelly Holden	Lunchroom Supervisor	Pariot Elementary (Badger Clark wing)	3/17/2023
Ricketa Hunt	SPED AIDE	Douglas Middle School	3/23/2023
Karrie Wendt	School Nurse	Pariot Elementary (Badger Clark wing)	6/30/2023

Classified Voluntary Transfer Request

Name	From Bldg / Position / Hrs / Wage	To Bldg / Position / Hrs / Wage	Effective Date
Catherine Baughman	Patriot Elementary (Francis Case wing) / Food Service Worker /4 hours / B/1 \$13.50 per hour	Patriot Elementary (Francis Case wing) / Food Service Worker / 6.5 hours / B/1 \$13.50 per hour	3/20/23
Johanna Burgerhout	Patriot Elementary (Francis Case wing) / Food Service Worker / 6.5 hours / B/1 \$13.50 per hour	Patriot Elementary (Francis Case wing) / Food Service Worker / 4 hours / B/1 \$13.50 per hour	3/20/23

Administrator Staff Hiring

Name	Location / Position	Wage	Effective Date
** Joshua Haaland	Douglas High School / Activities Director	M/2, 210 days/yr, 8 hrs/ day, \$95,346.30 per year	2023-2024 School Year

Certified Staff Hiring

	Name	Location / Position	Wage	Effective Date
	Christie Apland	Patriot Elementary (Francis Case Wing) / 3rd Grade Teacher	M/0 - \$53,275.00	2023-2024 School Year
	Sarah Baker	Douglas Middle School / Math Teacher	B/7 - \$53,525.00	2023-2024 School Year
**	Leighona Blair	Douglas Middle School / Language Arts Teacher	M/5 - \$57,025.00	2023-2024 School Year
	Hanna Crow	Patriot Elementary (Badger Clark wing) / 2nd Grade Teacher	B/0 - \$48,275.00	2023-2024 School Year
	Joie Drysdale	Douglas School District/ Title VI	M/7 - \$58,525.00	2023-2024 School Year
	Isabella Johnson	Patriot Elementary (Badger Clark wing) / Kindergarten Grade Teacher	B/0 - \$48,275.00	2023-2024 School Year
	Matthew Koch	Douglas High School / Science Teacher	B/7 - \$53,525.00	2023-2024 School Year
	Betsy Nelson	Douglas Middle School/ Instructional Leader	M+30/7 \$63,525.00	2023-2024 School Year
	Nicholas Peterson	Douglas Middle School /Science Teacher	B/0 - \$48,275.00	2023-2024 School Year
**	Sherri Rathart	Douglas High School / Math Teacher	M+30/7 - \$63,525.00	2023-2024 School Year
**	Heidi Roberts	Vandenberg Elementary / Counselor	M+45/7 - \$68,525.00	2023-2024 School Year
	Melissa Schwiesow	Vandenberg Elementary /Instructional Leader	M+45/7 - \$68,525.00	2023-2024 School Year
	Rachel Smith	Vandenberg Elementary / 4th Grade teacher	M/7 - \$58,525.00	2023-2024 School Year
**	Courtney Tribby	Douglas High School / Phys Education Teacher	M/7 - \$58,525.00	2023-2024 School Year

Classified Staff Hiring

	Name	Location / Position	Wage	Effective Date
	Brianna Denson	Lunchroom Supervisor / Patriot Elementary (Badger Clark wing)	B/1 - \$13.50 per hour	March 20, 2023
	Briana Hernandez	Lunchroom Supervisor / Patriot Elementary (Badger Clark wing)	B/1 - \$13.50 per hour	March 20, 2023

Substitute Hires

	Name	Substitute Teacher	Substitute Classified	Effective Date
	Dakota Parks	\$16.00 per hour	95% of Step 1	3/16/2023

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

February 1, 2023 FINANCIAL	GENERAL FUND	CAPITAL OUTLAY	SPECIAL EDUCATION
BALANCE 01/ 31/ 23	\$734,753.03	\$5,313.72	\$1,217,116.09
RECEIPTS:			
TAXES	\$80,566.53	\$56,049.57	\$30,189.49
INTEREST	\$1,054.78		
ADMISSIONS	\$1,994.00		
LOCAL	\$801.01	\$108.33	
COUNTY	\$10,490.21		
STATE	\$1,506,699.06		\$182,650.75
FEDERAL			\$27,511.00
OTHER	\$4,265.00	\$500.00	
INTERFUND TRAN.	\$13,118.26		
TOTAL RECEIPTS:	\$1,618,988.85	\$56,657.90	\$240,351.24
DISBURSEMENTS:			
VERIFIED CLAIMS	\$224,190.04	\$275,129.65	\$15,093.97
SALARIES	\$1,672,483.24	\$0.00	\$378,984.23
TRANSFERS OUT			
BALANCE 02/28/23	\$457,068.60	(\$213,158.03)	\$1,063,389.13
BALANCE 02/ 28/ 22	(51,959.83)	1,315,138.85	1,827,558.94

February 1, 2023 FINANCIAL	FEDERAL PROJECTS	UNEMPLOY- MENT FUND
BALANCE 01/ 31/ 23	(\$3,099,729.62)	\$50,169.11
RECEIPTS:		
LOCAL		
STATE		
FEDERAL		
REIMBURSEMENTS	\$21,913.86	
OTHER (LOCAL) -AFROTC		
INTERFUND TRAN.		
TRANSFER IN		
TOTAL RECEIPTS:	\$21,913.86	\$0.00
DISBURSEMENTS:		
VERIFIED CLAIMS	\$20,297.01	\$0.00
SALARIES	\$107,231.46	\$0.00
TRANSFERS OUT		
BALANCE 02/28/23	(\$3,205,344.23)	\$50,169.11
BALANCE 02/ 28/ 22	(1,582,575.92)	50,849.24

February 1, 2023 FINANCIAL	DEP CARE	MEDICAL REIMB	IMPACT AID
BALANCE 01/ 31/ 23	\$491.39	(\$1,315.34)	\$22,983,716.54
RECEIPTS:			
INTEREST			\$13,118.26
FEDERAL			\$869,545.00
LOCAL	\$1,373.76	\$1,500.02	
OTHER			
INTERFUND TRAN.			
LOANS			
TOTAL RECEIPTS:	\$1,373.76	\$1,500.02	\$882,663.26
DISBURSEMENTS:			
VERIFIED CLAIMS	\$1,520.00	\$312.42	
EXPENDITURES/ TRANSFERS OUT			\$13,118.26
BALANCE 02/28/23	\$345.15	(\$127.74)	\$23,853,261.54
BALANCE 02/ 28/ 22	473.44	64.21	23,639,910.54

February 1, 2023 FINANCIAL	FOOD SERVICE	FIDUCIARY FUNDS
BALANCE 01/ 31/ 23	\$290,247.61	\$237,876.32
RECEIPTS:		
INTEREST		
SALES	\$58,901.37	
STATE		
FEDERAL	\$59,749.99	
LOCAL	(\$177.89)	\$31,212.58
OTHER		
INTERFUND TRAN.		
LOANS		
TOTAL RECEIPTS:	\$118,473.47	\$31,212.58
DISBURSEMENTS:		
VERIFIED CLAIMS	\$90,910.21	\$22,497.14
SALARIES	\$23,413.74	\$0.00
BALANCE 02/28/23	\$294,397.13	\$246,591.76
BALANCE 02/ 28/ 22	206,126.43	212,849.92

Board Report - For School Board 03/31/2023

<u>Vendor Name</u>	<u>Check #</u>	<u>Expensed</u>	<u>Amount</u>
AMAZON.COM	182175		3,215.83
BALL CHAIN MANUFACTURING	182177		160.00
BJ'S INSTRUMENT REPAIR	182178		110.00
BORDER STATES ELECTRIC INC	182180		196.96
BOX ELDER HARDWARE	182181		215.96
BSN SPORTS, LLC	182182		2,763.32
CARQUEST AUTO PARTS	182183		388.56
CASH - CO	182184		932.00
CITY OF BOX ELDER/PUBLIC WORKS DEPT	182186		3,664.37
CRESCENT ELECTRIC	182187		25.92
DEMCO, INC	182188		296.54
FIDUCIARY ACCOUNT	182189		3,893.79
FOLLETT CONTENT SOLUTIONS, INC	182191		170.86
GOPHER SPORT	182192		374.92
GRAINGER, INC	182193		468.11
HAGGERTYS MUSICWORKS	182194		139.09
HILLYARD INC	182195		170.69
INNOVATIVE OFFICE SOLUTIONS	182196		259.20
INSTITUTE MULTI-SENSORY EDUCATION	182197		6,000.00
INSTRUMENTALIST AWARDS LLC	182198		236.00
JOSTENS INC	182199		91.79
JW PEPPER & SONS, INC.	182200		782.97
LAKESHORE LEARNING MATERIALS	182201		143.98
LASTING IMPRESSIONS	182202		80.00
MENARDS	182203		351.68
MG OIL COMPANY, INC.	182204		2,929.80
MIDCONTINENT COMMUNICATIONS- AUTO PAY	94		1,502.24
MIDWEST BUS PARTS, INC.	182205		360.87
MONTANA DAKOTA UTILITIES COMPANY, INC.	182206		18,759.98
NORTH CENTRAL BUS & EQUIPMENT CO. INC	182207		274.40
OFFICE OF FIRE MARSHAL	182208		400.00
OLSON TOWING	182209		696.50
RAPID CITY JOURNAL	182210		478.68
RESTROOM DIRECT	182211		69.12
RIDDELL / ALL AMERICAN SPORTS CORP	182212		2,719.32

Board Report - For School Board 03/31/2023

<u>Vendor Name</u>	<u>Check #</u>	<u>Expensed</u>	<u>Amount</u>
RTR DIRECT, LLC	182213		1,818.80
SCHOOL NURSE SUPPLY	182214		215.16
SDASBO	182216		100.00
TEACHERS DISCOVERY	182218		154.49
TEMPERATURE TECHNOLOGY INC	182219		705.31
VENTRIS LEARNING	182221		75.25
GENERAL FUND			<hr/> 56,392.46
AMAZON.COM	182175		998.13
CENTURY BUSINESS	182185		6,453.21
FOLLETT CONTENT SOLUTIONS LLC	182190		869.43
FOLLETT CONTENT SOLUTIONS, INC	182191		1,363.46
CAPITAL OUTLAY			<hr/> 9,684.23
ADAPTIVE SPECIALTIES	182174		197.10
AMAZON.COM	182175		453.76
AUTISM PRODUCTS.COM	182176		2,792.00
BLACK HILLS SPECIAL SERVICES COOPERATIVE	182179		30.00
SD DEPARTMENT OF HUMAN SERVICES	182215		55.81
TIMMONS MARKET	182220		48.05
SPECIAL ED			<hr/> 3,576.72
AMAZON.COM	182175		688.51
CASH - CO	182184		224.00
INSTITUTE MULTI-SENSORY EDUCATION	182197		550.70
TEACHER DIRECT	182217		412.80
GRANTS			<hr/> 1,876.01
			<hr/> 71,529.42
AMAZON.COM	12041		226.82
CASH-WA DISTRIBUTING COMPANY, INC.	12042		421.98
CASH-WA DISTRIBUTING COMPANY, INC.	12043		2,635.11
COCA-COLA BOTTLING CO HIGH COUNTRY	12044		200.00
DOMINOS PIZZA- BOX ELDER	12045		943.00
GENERAL FUND	12046		42,757.89
PAN-O-GOLD BAKING COMPANY, INC.	12047		811.01
PRAIRIE FARMS	12048		2,636.80
REINHART FOOD SERVICE LLC	12049		6,949.34
SERVALL TOWEL & LINEN SUPPLY, INC.	12050		207.62
FOOD SERVICE			<hr/> 57,789.57
			<hr/> 57,789.57

Board Report - For School Board 03/31/2023

Vendor Name

Check #

Expensed

Amount

Grand Total:




129,318.99






AMANDA	AWE	HS	HS ASST DEBATE COACH
CATHY	BARAGER	MS	MS HEAD VOLLEYBALL COACH
KATIE	BELL	BC	BC MTSS LEADERSHIP TEAM- 1ST GRADE
JASON	BOARDING	HS	LUNCHROOM SUPERVISOR
JASON	BOARDING	HS	HS ASST TRACK AND FIELD COACH
JENNA	BURBACH	VES	VES MTSS LEADERSHIP TEAM
JACE	CALDWELL	MS	MS HEAD 8TH GRADE BOYS BASKETBALL
DALE	DAUGHERTY	HS	HS ASST FOOTBALL COACH
SHAWNA	DELANEY	VES	VES Anchored 4 Life & Student to Student
CATHLEEN	DENEKAMP	VES	VES MTSS LEADERSHIP TEAM
LYNDSAY	DEYO	BC	BC MTSS LEADERSHIP TEAM- 3RD GRADE
ERIC	ELDER	MS	MS ASST CROSS COUNTRY COACH
ERIC	ELDER	MS	MS HEAD TRACK AND FIELD COACH
NICHOLAS	FERGUSON	MS	MS 7TH GRADE FOOTBALL COACH
MARGRET	GLANDT	BC	BC MTSS LEADERSHIP TEAM- 2ND GRADE
CASSIE	HAMER	MS	MS HEAD DRAMA COACH
CASSIE	HAMER	MS	MS HEAD SPRING DRAMA COACH
THOMAS	HANCOCK	MS	MS YEAR BOOK ADVISOR
KAITLIN	HEIER	MS	MS HEAD 7TH GRADE BOYS BASKETBALL
KAITLIN	HEIER	HS	HS 0.5 ASST TRACK AND FIELD COACH
TERESA	KEYSER	VES	VES Anchored 4 Life & Student to Student
KAYLEE	KNUDSON	HS	MS ASST TRACK AND FIELD COACH
NICHOLAS	KNUTSON	MS	MS HEAD INTERMURAL 6TH GRADE BOYS BASKETBALL
AARON	KOWALESKI	MS	MS ASST TRACK AND FIELD COACH
AARON	KOWALESKI	MS	MS HEAD 8TH GRADE BOYS BASKETBALL
KEVIN	MILITELLO	MS	PATRIOT PRESS
KEVEN	MILITELLO	MS	ROBOTICS ADVISOR
TRAVIS	MILLER	MS	MS HEAD CROSS COUNTRY COACH
REBECCA	NELSON	VES	VES COMPUTER TEACHER
SHIREEN	NELSON	VES	VES MTSS LEADERSHIP TEAM
TORI	NIELSON	HS	HS ASST GIRLS BASKETBALL
TORI	NIELSON	MS	MS ASST 7TH GRADE VOLLEYBALL COACH
TORI	NIELSON	MS	MS HEAD 7TH GRADE GIRLS BASKETBALL COACH
CHANDRA	OLSON-CANAAN	BC	BC S2S COORDINATOR
BRIAN	PALMER	MS	MS STUDENT COUNCIL ADVISOR
BRITTANY	PEARSON	HS	HS ASST BOYS BASKETBALL
JON	PIERSON	HS	HS ASSISTANT FOOTBALL COACH
RACHEAL	QUIMBY	MS	MS ASST 8TH GRADE BOYS BASKETBALL
RACHEAL	QUIMBY	MS	MS ASST 7TH GRADE GIRLS BASKETBALL
RACHEAL	QUIMBY	MS	MS ASST TRACK AND FIELD COACH
RACHEAL	QUIMBY	MS	MS HEAD 8TH GRADE VOLEYBALL COACH
ROBERT	RATH	MS	MS 8TH GRADE ASST FOOTBALL COACH
ANGELA	ROSSOW	VES	VES MTSS LEADERSHIP TEAM
LINDSAY	SCOTT	MS	MS ASST DRAMA COACH
LINDSAY	SCOTT	MS	MS ASST SPRING DRAMA COACH
TASA	SOTELO	BC	BC MTSS LEADERSHIP TEAM- KG GRADE
DUNCAN	STOBNER	MS	MS 7TH GRADE ASST FOOTBALL COACH

DUNCAN	STOBNER	MS	MS HEAD WRESTLING COACH
WILLIAM	VELEZ	MS	MS ASST WRESTLING COACH
WILLIAM	VELEZ	HS	HS ASST TRACK AND FIELD COACH
LISA	VERNON	BC	BC S2S COORDINATOR
SHAE	WEBER	MS	MS ASST 8TH GRADE VOLLEYBALL
SHAE	WEBER	MS	MS ASST TRACK AND FIELD COACH
COLIN	WEINZIRL	MS	MS 8TH GRADE FOOTBALL COACH
MARLEE	WIEMAN	HS	HS ASST CROSS COUNTRY COACH





Capital Outlay Proposals 2023-24								
Department	Amount Proposed	Priority 1	Priority 2	Priority 3	Sum	ESSER \$'s	Ending Cost	
Building Requests	\$36,925.00	\$18,925.00	\$18,000.00	\$0.00	\$36,925.00		\$36,925.00	
Food Services	\$27,225.00	\$15,850.00		\$11,375.00	\$27,225.00		\$27,225.00	
Transportation	\$279,025.00	\$259,750.00	\$19,275.00		\$279,025.00	-\$259,750.00	\$19,275.00	
Technology	\$772,943.00	\$646,900.00	\$107,095.00	\$18,948.00	\$772,943.00	-\$551,205.00	\$221,738.00	
Buildings & Grounds	\$2,736,900.00	\$2,367,350.00	\$147,050.00	\$222,500.00	\$2,736,900.00	-\$1,848,557.00	\$888,343.00	
Curriculum	\$724,000.00	\$720,000.00	\$4,000.00		\$724,000.00	-\$720,000.00	\$4,000.00	
Library	\$27,000.00		\$27,000.00		\$27,000.00		\$27,000.00	
SPED	\$0.00				\$0.00		\$0.00	
Athletics	\$120,725.00	\$20,825.00	\$49,900.00	\$50,000.00	\$120,725.00	-\$11,700.00	\$109,025.00	
Total District	\$4,724,743.00	\$4,049,600.00	\$372,320.00	\$302,823.00	\$4,724,743.00	-\$3,391,212.00	\$1,333,531.00	
	Tax/Impact Aid Dollars Available	\$2,344,473.00					-\$345,118.00	Unsure Items/Projects
ESSER Budget	B&G (Francis Case)	\$798,557.00					\$988,413.00	
	B&G (High School)	\$1,050,000.00						
	Curriculum (Elem)	\$750,000.00						
	Curriculum (HS)	\$50,000.00						
	Transportation	\$281,609.00						
	Technology (View Boards)	\$153,400.00						
	Technology (iPads)	\$136,005.00						
	Technology (HS, MS & Tech)	\$239,000.00						
	Technology (Chromebook Cases)	\$22,800.00						
	Activities (HUDL)	\$11,700.00						
	ESSER Dollars Available	\$3,493,071.00						

Capital Outlay Proposals 2023-24					1	Required / Top Priority	Please provide a brief description of why the purchase is needed, how it will be implemented and/or implications of it not being funded this year.
					2	Needed / Yearly Allocation	
BUILDING REQUESTS					3	If Extra Funds / Future Purchase	
Approve /Deny	Department	Project or Equipment	Amount Proposed	Building / Department	Priority	Year Acquired Age of Current Item	Rationale
	High School	River Rock Garbage Receptacles	\$1,800.00	B&G	1		as per email from Jace
	High School (Science)	Science stools (24 @ \$192.74) (4 @ 255.05) 28 total stools	\$5,650.00	B&G	1	2016	Current stools are losing bearings and needing constant repair. They began falling apart soon after they were purchased. Been borrowing/stealing stools from the science lab to use in the classroom. Becoming a safety concern for students sitting on them.
	Middle School (Tech Ed)	Tech Ed Remodel (tables & chairs)	\$4,925.00	B&G	1		Current chairs are cabinets and students cannot put their legs under need of it
	Badger Clark & Francis Case	Outdoor Garbage Receptacles	\$6,550.00	B&G	1		as per email from Jace
	Middle School (Office)	Office Remodel	\$18,000.00	B&G	2		New desk for secretaries and the movement of a wall and counter to make office have more space.
	VES (GRT)	Teacher Chairs		B&G	3	Varied-Dates	To replace the chairs that are splitting, falling apart, and broken. -- stocked in the warehouse, please submit request (General Fund \$2,382)
	Badger Clark	9x12 Magnetic and ruled dry erase boards		Curr	4	Needed / Yearly Allocation	our previous boards are worn out and fraying on the edges as they seem like they were made of cardboard -- general budget (General Fund \$1,340)
	Badger Clark	PE Equipment		Curr	2	every year we replace some equipment	To supply program an outside equipment (General Fund \$1,800)
	Francis Case	Heggerty Manuals for K-1 BC & FC		Curr	2	new	Pay for with 1003 funds (\$3,653)
	High School (PE)	Half rack (2 @ \$2900) Weight Bench (2 @ \$850)		Curr	2	1989	Replacing old benches with a more versatile piece of equipment (\$7,700) -- reevaluate after research on rotation process for PE equipment
	High School (SPED)	Kidney markerboard tables (4 @ \$414.71) Rectangle markerboard tables (4 @ \$389.96)		B&G	2	new	Each resource room will have one kidney table & one rectangle table for student engagment (\$3,705.84) -- reevaluate after Furniture Planning Process completed
	High School (Music)	Marching Bass Drum (1) \$544.89 Marching Bass Drum (1) \$636.79 Master Bass Drum Case (1) \$189.39 Marching Snare Drum (2 @ \$603.59) Marching Snare Drum Case (2 @ \$115.79) Snare Drum Carrier (2 @ \$109.95) Aluminum Tube Carrier (1) \$1,137.99 Marching Tom Case (1) \$209.99		Curr	3	new	Future programming Equipment needed for drumline. DHS does not currently have enough equipment for a drumline. Interest has grown in recent years for this activity. This would only be a purchase for this year and replacement equipment would be requested as it aged out. --(\$4,377.71)
TOTAL			\$36,925.00				

Capital Outlay Proposals 2023-24					1	Required / Top Priority	Please provide a brief description of why the purchase is needed, how it will be implemented and/or implications of it not being funded this year.	
					2	Needed / Yearly Allocation		
FOOD SERVICES					3	If Extra Funds / Future Purchase		
Approve /Deny	Department	Project or Equipment	Amount Proposed	Building / Department	Priority	Year Acquired Age of Current Item	Rationale	
	Food Service	Steam Table Replacement for BC	\$5,325.00	Badger Clark	1	1985	Many work orders have been put in for repairs. Not sure of the date of purchase. I do know that it was the original one from before the kitchen moved to where it is now. I would like to update it for something more energy efficient and provide the FSW with an additional well. Leaks; put in the 1980s	\$15,850.00
	Food Service	HS Oven	\$10,525.00	High School	1	2000	Costly repairs, hard to find correct parts for the model we have. Double oven was purchased in 2000 which exceeds the 8-10 year life cycle by 10-12 years. Currently we have many brands of ovens in the district (Vulcan, Blodgett, Hobart and Duke), I would like to phase into having a consistent brand district wide for ease of repairs and obtaining parts. Both hot lunch and Alacarte using same oven. Cannot find replacement parts; summer feeding program	
	Food Service	Replacement Warmers	\$11,375.00	District	3	1985	Warmers were purchased in 1985, cost of continual repairs, efficiency of holding temperature, and unification of warmers across the district. We have a total of 8 warmers in the district, all purchased in 1985. I would like to replace 2 a year, within 4 years have them all replaced and updated. All buildings	\$11,375.00
TOTAL			\$27,225.00					








Capital Outlay Proposals 2023-24					1	Required / Top Priority	Please provide a brief description of why the purchase is needed, how it will be implemented and/or implications of it not being funded this year.	
					2	Needed / Yearly Allocation		
					3	If Extra Funds / Future Purchase		
TRANSPORTATION								
Approve/ Deny	Department	Project or Equipment	Amount Proposed	Building / Department	Priority	Year Acquired Age of Current Item	Rationale	
	Transportation	Special Needs Bus	\$133,450.00	District	1	2010	To replace 2010 bus that has over 125K miles. Bus is already included in ESSER funds.	\$259,750.00
	Transportation	77 Passenger Bus	\$126,300.00	District	1	2004	To replace 2004 bus with 102K miles (new or replacement). Bus is already included in ESSER funds. Part of Clean Diesel Program	
	Transportation	Power Washer For Vehicle Wash Bay	\$9,000.00	District	2	2012	Replace current model that is 10 years old that has frequent interruptions and is costly to maintain. Cost of overhaul would be half the cost of a new model and also a quarter of life expectancy. Possible reduction in cost for trade-in allowance	\$19,275.00
	Transportation	Snow Plow	\$10,275.00	District	2	15+ yrs old	Current Snow Plow is over 15 years old and will not fit the new truck when it arrives. Dont have priority with Ford. Valid quote until August Dependent upon specific truck purchased	
	Transportation	40 Passenger Van / Suburban		District	3	New	To be used to transport the transition students in the 18-21 year program. The biggest vehicle we currently have is a 8 passenger van that does not accommodate the number of students in the program. Not available on State Contract / Attempting to do it through Sourcewell (\$55,000)	
		TOTAL	\$279,025.00					







Capital Outlay Proposals 2023-24					1	Required / Top Priority	Please provide a brief description of why the purchase is needed, how it will be implemented and/or implications of it not being funded this year.		
					2	Needed / Yearly Allocation			
TECHNOLOGY					3	If Extra Funds / Future Purchase			
Approve /Deny	Department	Project or Equipment	Amount Proposed	Building / Department	Priority	Year Acquired Age of Current Item	Rationale	Notes	
A	Tech	Student Computers (qty 305)	\$129,325.00	Grades 3-12	1	device	Annual EOL replacement in addition to 950 ECF laptops	verify and update 5-year plan	\$646,900.00
A	Tech	Staff Laptops (95) \$884	\$84,000.00	District	1	device	Needed to address staff laptops at and beyond end of life. This also accounts for an additional 75 laptops approved in allocation for Classified workforce, long-term sub and staff growth. Also includes Admin Laptop allocation.	verify and update 5-year plan	
A	Tech	ViewSonic Viewboards (qty 49)	\$159,025.00	Middle School	1	device	MS install; schedule training for MS staff at beginning of school year. (42 MS, 6 Carr, 1 Tech)		
A	Tech	Student iPads (qty 200)	\$81,600.00	Grades K-2	1	device	EOL Replacement +Apple Care + Protective Shield		
A	Tech	Docking Stations (100)	\$14,900.00	District	1	device	EOL current docks need replaced.		
A	Tech	MacBooks (1)	\$1,050.00	TD	1	device	IT to manage ipads		
A	Tech	High School Lab Computers (60)	\$72,850.00	HS	1	device	HS Library, Lab 134, Lab 5, Alt. Ed. (addresses 2 year approach to replacement. Current computers are EOL)	Discuss with Mrs. Veit, HS Admin.-Complete	
A	Tech	AP's (qty 83)	\$71,225.00	District	1	network	Access Points (E-Rate - 40% actual cost to the District)		
A	Tech	48 Port Switch (HS)	\$8,600.00	High School	1	network	(E-Rate - 40% actual cost to the District)		
A	Tech	24 Port Switch (MS)	\$7,100.00	Middle School	1	network	(E-Rate - 40% actual cost to the District)		
A	Tech	Switch UPS (8)	\$17,225.00	District	1	network	This is due to failure of (06) UPS (cause - power surges, gray outs and black outs), and planned expansion of two (02) additional switches (ref switch capital outlay proposal). 1 additional battery pack for large UPS in server room. (E-Rate - 40% actual cost to the District)		
A	Tech	Staff Monitors (10)	\$1,900.00	District	2	device	Adequate inventory needed to support staff allocated monitors of the 24" size. Could offer older monitors if available, however, this contradicts our desire to standardize.		\$107,095.00
A	Tech	Device Carts (26)	\$36,375.00	District	2	equipment	25 to support all Student laptops 1:1 allocated for DHS (~800); 01 cart for TD. Replaces 4 different make/model carts that are ineffective at properly hosting, charging, maintaining, securing and transporting these devices.		
A	Tech	Admin iPads (20) iPad Pro 12"	\$23,375.00	District	2	device	Includes keyboard. Cost may be reduced by chosing 10" (\$9,160)	Discuss with Admin - come up with standards/options	
A	Tech	Admin Office TV -Security Display (20)	\$14,000.00	District	2	equipment	TV display for streaming school security cameras, monitor display, presentation etc.		
A	Tech	UPS Staff desks (15)	\$1,325.00	District	2	device	Secretary, Admin, Custodial, Transportation Desks. Addresses EOL need.		
?	Tech	Student Laptop Cases	\$30,120.00	District	2	New	1,255 cases would account for the 950 laptops approved through ECF grant, PLUS an additional 305 proposed for purchase in FY24. @\$24 = \$30,120. Chrome Case 14" - Large accessory pocket in the front that is perfect for your power brick and other cords. All around padding for protection. Water resistant coating. Slip pocket. Embroidered with Douglas Seal.	2/27 - Reached understanding with HS/MS/TD to possibly reduce by half and require in Student Use Agreement to either use personal case/backpack, or DSD provided. Therefore, Need = (projected enrollment ~ 1,450 - in-use (~620)) / 2 = 415	
A	Tech	Admin Monitors (18)	\$8,950.00	District	3	device	Standardizing Admin office setup w/a single large (34") curved size. All Admins +2 Spare for tech (less Case, Crosswait, Cowen) = 18	Discuss with Admin - come up with standards/options	
?	Tech	Classroom Laser / Presentation Pens (200)	\$9,998.00	District	3	New	Pen designed specifically for the Douglas model ViewBoard. This is a new product coming available April 2023. Elementary principals advocating as a much need tool to compliment new interactive display.	Proposed pen counts have been confirmed with all schools accept DMS and CAR. Breakdown proposed: DHS (46), DMS(42), VES(32), BC(34) & FC(35); CAR(04); CO(01); TD(06).	\$18,948.00

Capital Outlay Proposals 2023-24					1	Required / Top Priority	Please provide a brief description of why the purchase is needed, how it will be implemented and/or implications of it not being funded this year.		
					2	Needed / Yearly Allocation			
					3	If Extra Funds / Future Purchase			
TECHNOLOGY									
Approve /Deny	Department	Project or Equipment	Amount Proposed	Building / Department	Priority	Year Acquired Age of Current Item	Rationale	Notes	
	Tech	Fiber Mapping	\$0.00	District	4	service	Precursor needed prior to Fiber Upgrade 2025 – Renner has a fiber map of everything – no longer necessary – general fund (\$6,000)		
	Tech	Aristotle Classroom Monitoring System	\$0.00	Middle School	2	System	Requested by Kit and Courtney \$5,000 FY2023, \$14,000 FY 2024 (\$19,000 GF)		
	Tech	NIMS	\$0.00	District	2	system	Data management/integration software – general fund (\$9,500 annually)		
	Tech	Tripods (30) (105)		District	2	equipment	Replaces Document Camera Setup – general fund (\$2,625)	Proposed for reconsideration. Make/model TBD. We're looking at 3 different models ranging from \$15 – \$28 and will gain buy-in from principals on exact type before purchase. \$25 per, 105 ct total, proposed for planning purposes. – Breakdown: DHS (05); DMS(05); VES(27); BG(34) & FG(30); GAR(04); TD(02); \$2,625.	
TOTAL			\$772,943.00						

Capital Outlay Proposals 2023-24					1	Required / Top Priority	Please provide a brief description of why the purchase is needed, how it will be implemented and/or implications of it not being funded this year.	
					2	Needed / Yearly Allocation		
BUILDINGS & GROUNDS					3	If Extra Funds / Future Purchase		
Approve/ Deny	Department	Project or Equipment	Amount Proposed	Building / Department	Priority	Year Acquired Age of Current Item	Rationale	
A	B&G	Air Handling Unit, IT room	\$10,525.00	IT	1		To maintain temperature in server room to prevent a server crash (mobile unit)	\$2,367,350.00
A	B&G	Front End Loader	\$80,600.00	B&G	1		Used to rent \$10 K/ year; to remove snow locally and efficiency	
A	B&G	Kubota Side by Side Snow and Ice	\$47,825.00	B&G	1		Remove ice on sidewalks or salt/ sand mix	
A	B&G	LON Card	\$72,200.00	B&G	1		Heating systems upgrade-card and installation (2)	
A	B&G	Furniture PLC/Kennedy	\$10,000.00	FC	1		Replace old furniture	
A	B&G	Heating Upgrade	\$1,200,000.00	FC	1		START IMMEDIATELY - ESSER \$'s; System outdated non-repairable/over budget	
A	B&G	HS Boiler & Controls Upgrade	\$700,000.00	HS	1		START IMMEDIATELY - ESSER \$'s	
A	B&G	A/C Units (2)	\$33,000.00	BC	1		Rooms currently will not cool down with current system-Kitchen 2-music rooms	
A	B&G	Entry Runners	\$10,000.00	Carrousel	1		Safety/Security	
A	B&G	Relocate Server Room	\$200,000.00	IT	1		Solid solution to a constant issue; raised floor, walls, moving equipment, adding AC, fire suppression, etc.	
A	B&G	Clocks	\$3,200.00	District	1		Continue with replacement cycle -50 per until all replaced	\$147,050.00
A	B&G	Carpet Cleaner	\$18,675.00	District	2		short 1 machine	
A	B&G	Crossing Signs	\$2,650.00	District	2		Don Williams Drive	
A	B&G	Bench Grinder (2)	\$1,525.00	B&G	2		Replacement in shops -welding and electrical shops	
A	B&G	Phase 2 Water Tower	\$5,000.00	B&G	2		Building needed for meter 10x12	
A	B&G	Plasma Torch	\$9,900.00	B&G	2		Welding Room - cannot fix equipment, currently buying items (cost efficiency)	
A	B&G	Wet Dry Vac (FC)	\$1,225.00	FC	2		Efficiency	
A	B&G	Wet Dry Vac	\$1,300.00	BC	2		District replacement	
A	B&G	Install Refocus Room	\$17,500.00	VES	2		Student privacy/safety	
A	B&G	Relocate Wall in office	\$11,500.00	MS	2		More room and efficiency	
A	B&G	Dutch Doors	\$5,500.00	Carrousel	2		Safety/Security	\$222,500.00
A	B&G	Sign Posts	\$2,275.00	District	2		Sign posts made to break away-Safety	
?	B&G	Playground Equipment	\$10,000.00	BC	2	???	Replace old failing equipment/Safety	
?	B&G	Remodel showers (Design fee)	\$60,000.00	HS	2		Showers not functional at this time (OLDCC?)	
A	B&G	Window Tint	\$15,000.00	BC	3		Cut cost for cooling	
A	B&G	Cabinet/Sink Replacement	\$18,000.00	MS	3		Ongoing project started in 2020	
A	B&G	Repair Crows Nest	\$4,500.00	Fields	3		Repair water damage. Repairs needed from lack of maintenance	
?	B&G	Sample Classrooms - Furniture	\$185,000.00	District	3		Sample Furniture for Classrooms - existing and new building planning	
D	B&G	Filters		District	4		Needed to keep up with PM replacements (air handler) - general fund (\$13,428)	
D	B&G	Hand Tools			2		Add to the existing battery tools/ease of use - general fund (\$2,500)	
D	B&G	Uniforms		B&G	2		Professionalism for staff - general fund (\$10,400)	
D	B&G	Install Screen Doors		IT	3		Fresh Air (\$2,600)	
	B&G	Seed					Football Field Maintenance - general fund	

Capital Outlay Proposals 2023-24					1	Required / Top Priority	Please provide a brief description of why the purchase is needed, how it will be implemented and/or implications of it not being funded this year.
					2	Needed / Yearly Allocation	
BUILDINGS & GROUNDS					3	If Extra Funds / Future Purchase	
Approve/Deny	Department	Project or Equipment	Amount Proposed	Building / Department	Priority	Year Acquired Age of Current Item	Rationale
	B&G	Top Soil					Football Field Maintenance - general fund
	B&G						
TOTAL			\$2,736,900.00				
Future Year Requests					Proposed Year?		
	B&G	Roofing	\$1,112,000.00	BC	2		All Roofing Warranties have expired between 1997-2018
	B&G	Roofing	\$176,000.00	CAR	3		
	B&G	Roofing	\$527,000.00	FC	2	\$558,925 budgeted in FY23 - not spent	
	B&G	Roofing	\$466,500.00	FC	2		
	B&G	Roofing	\$135,000.00	HS	3		
	B&G	Roofing	\$170,000.00	HS	3		
	B&G	Roofing	\$305,000.00	HS	3		
	B&G	Repair/Replace Track		Fields	3		We are going to have to do something eventually
	B&G	Repair/rReplace Field		Fields	3		We are going to have to do something eventually
	B&G	Don Williams Drive	??	District	3		Just put it on the radar.
	B&G	Heating/Cooling controls upgrade	\$235,000.00	District	3		CAR,CO,VAN Get controls to a more usable system with local company for support
	B&G	Playground	\$1,000,000.00	BC	3		Civil Eng. Requested since 2018
	B&G	Window Replacement		Carousel	3		Building Integrity
	DHS Activities	Evaluation and replacement for DHS theater electrical		Theater	2	1992	Electric sockets malfunction. Melted sockets have occurred repeatedly. (\$300,000?); can maintain
	DHS Activities	Renovate shower area in both boys' locker rooms	\$0.00	DHS Activities/PE	3	1980's?	Showers are not private. Pipes are corroded and shower heads need replacement. (\$600,000) estimated cost - might have planning funds available through OLDCC grant
							\$2,891,500.00

Capital Outlay Proposals 2023-24					1	Required / Top Priority	Please provide a brief description of why the purchase is needed, how it will be implemented and/or implications of it not being funded this year.	
					2	Needed / Yearly Allocation		
CURRICULUM					3	If Extra Funds / Future Purchase		
Approve/ Deny	Department	Project or Equipment	Amount Proposed	Building / Department	Priority	Year Acquired Age of Current Item	Rationale	
	Math	2023 Math Curriculum	\$100,000.00	MS 6-8	1	2012	Standards have been revised and updated by the state. Online components no longer functions.	\$720,000.00
	Math	2023 Math Curriculum	\$200,000.00	VES 4-5	1	2012	Standards have been revised and updated by the state. Online components no longer functions.	
	Math	2023 Math Curriculum	\$200,000.00	BC K-3	1	2012	Standards have been revised and updated by the state. Online components no longer functions.	
	Math	2023 Math Curriculum	\$200,000.00	FC K-3	1	2012	Standards have been revised and updated by the state. Online components no longer functions.	
	6th ELA	Open Court / Reading Plus	\$20,000.00	MS	1	New	Expand ELA to K-6	
	Phonics	2023 Heggerty		K-3	2	New	Align with Science of Reading instructional practices. (\$2,700) – 1003 Funds	\$4,000.00
	K-3	Decodable books	\$4,000.00	Curr	2	purchased a few last year	\$2000/building FC & BC	
TOTAL			\$724,000.00					

Capital Outlay Proposals 2023-24					1	Required / Top Priority	Please provide a brief description of why the purchase is needed, how it will be implemented and/or implications of it not being funded this year.
					2	Needed / Yearly Allocation	
LIBRARY SERVICES					3	If Extra Funds / Future Purchase	
Approve /Deny	Department	Project or Equipment	Amount Proposed	Building / Department	Priority	Year Acquired Age of Current Item	Rationale
	HS	Replenish Library books and materials	\$6,000.00		2		Yearly Allocation - marked a 2 because we can always adjust funding amounts if needed.
	MS	Replenish Library books and materials	\$6,000.00		2		Yearly Allocation
	VES	Replenish Library books and materials	\$5,000.00		2		Yearly Allocation
	BC	Replenish Library books and materials	\$5,000.00		2		Yearly Allocation
	FC	Replenish Library books and materials	\$5,000.00		2		Yearly Allocation
	COMMUNITY LIBRARY	Yearly Allocation- Cancelled for the 21-22 SY					
TOTAL			\$27,000.00				

\$27,000.00

Capital Outlay Proposals 2023-24					1	Required / Top Priority	Please provide a brief description of why the purchase is needed, how it will be implemented and/or implications of it not being funded this year.		
					2	Needed / Yearly Allocation			
ATHLETICS					3	If Extra Funds / Future Purchase			
Approve/ Deny	Department	Project or Equipment	Amount Proposed	Building / Department	Priority	Year Acquired Age of Current Item	Rationale		
	DMS Athletics	Football Protective Equipment	\$12,000.00	Football	1	2017	6 year replacement of outdated helmets that cannot be recertified due to age or condition	\$20,825.00	
	DMS Athletics	FB Helmet Reconditioning	\$1,750.00	Football	1	2021	Annual recertification of helmets to ensure safe condition(Last year helmets were lost in shipping and never received reconditioning)		
	DHS Activities	Football Helmets Replacements	\$4,150.00	Football	1	2011-2014	Annual replacement of outdated helmets that cannot be recertified due to age or condition.		
	DHS Activities	Football Shoulder, Knee, Rib replacement	\$1,175.00	Football	1	2010-2015	Annual replacement of shoulder, knee and rib pads		
	DHS Activities	Guardian Caps (Impact protection)	\$1,750.00	Football	1		Provides impact protection over helmet during practice		
	DHS Activities	Re-surface track & jumping runways	NO COST	DHS Activities	1	2000	A crack has developed across several lanes near the 200 start line. Seams are separating allowing moisture and dirt to get between the mondo surface and cement foundation. Mondo has become compacted and hard. 23rd year of a 10-15 year expectancy	\$49,900.00	
	DMS Athletics	Track Uniforms Home/Away Boys/Girls	\$8,700.00	Track	2	2017	6 year cycle replacement.		
	DHS Activities	Boys Soccer Uniforms Home/Away	\$4,100.00	Soccer	2	2017	Five-year replacement cycle		
	DHS Activities	Girls Soccer Uniforms Home/Away	\$4,100.00	Soccer	2	2017	Five-year replacement cycle		
	DHS Activities	Girls' Basketball Uniforms Home/Away	\$8,175.00	Basketball	2	2018	Five-year replacement cycle		
	DHS Activities	Boys' Basketball Uniforms Home/Away	\$7,125.00	Basketball	2	2018	Five-year replacement cycle		
	DHS Activities	Boys' Basketball Reversible Uniforms	\$2,000.00	Basketball	2	2018	C team uniforms. Five-year replacement cycle. Sized to fit sub-varsity players.		
	DHS Activities	Replacement football uniforms	\$1,000.00	Football	2	2019-21	Replace uniforms damaged during play.		
	DHS Activities	HUDL Focus contract	\$14,700.00	DHS Activities	2	annual fee/license	Provides automated cameras for streaming in the main gym and the stadium. Online film breakdown available for games for football, soccer, volleyball, basketball and wrestling. Funded with ESSER dollars for 1 more year - will become a general fund expense FY25 (\$14,700)		
	DHS Activities	Develop additional throwing areas for discus and shot put	NO COST	Track	3		Supplement donated materials and labor to develop additional throwing pads for discus, shot and javelin to accommodate increasing number of throwers. Only cost will be hourly rate for B&G employees doing work.		\$50,000.00
	DHS Activities	Replace/restore lower bleachers in Whitehead Gym	\$25,000.00	DHS Activities	3	2000?	Supports and moving mechanisms are wearing out. Some seats have footwells are pulling away from the frame due to use. Check with a bleacher company to see about coming in to repair - estimated cost - Jace will get an updated cost		
	DHS Activities	Strip/Finish Gym Floor	\$25,000.00	DHS Activities	3				
	DHS Activities	Field Rental	\$0.00	DHS Activities	4		Soccer field rental for practices and games fall season. Includes goals, field striping, scoreboard use, PA system, spectator seating. General Fund (\$3,000)		
TOTAL			\$120,725.00						

**2023 CONCURRENT ELECTION AGREEMENT
DOUGLAS SCHOOL DISTRICT 51-1 and THE CITY OF BOX ELDER**

This agreement is entered into between the DOUGLAS SCHOOL DISTRICT 51-1 (School District) and the CITY OF BOX ELDER (City), both governmental subdivisions of the State of South Dakota. This agreement is for the purpose of conducting a concurrent School District election and City election as may be necessary, and outlines the duties and responsibilities of each party, as provided under SDCL § 12-2-6.

Both parties agree to hold a concurrent election, conducting said election in the Box Elder Community Center, 420 Villa Drive, Box Elder, SD. Each entity will be responsible for all election requirements for each entity separately – the elections will be held concurrently in the same location.

EFFECTIVE DATE: This agreement shall become effective on the date that both parties have signed the agreement.

PURPOSE: It is the purpose of this agreement for parties to conduct the concurrent election on **Tuesday, June 6, 2023**. The School District and the City shall each prepare their own individual Ballots.

BALLOTS AND ABSENTEE BALLOTS: Ballots and Absentee Ballots shall be available for each election separately and will be processed separately by each entity.

PUBLICATIONS: The School District and the City shall each initiate and publish all relevant notices and publications for each agency as required by SDCL prior to the Election.

COSTS: The School District and the City shall each pay for any costs for their election. There are no joint costs. There will be no fee to the School District for the use of the City facilities for the location of the Election. If there is no City election, the School District will hold any election individually. If there is no City election, the School District will be authorized to conduct the School District's election in the Box Elder Community Center, upon completing the appropriate application and submitting the required fee (\$50) to the City. If there is no School election, the City will hold any election individually.

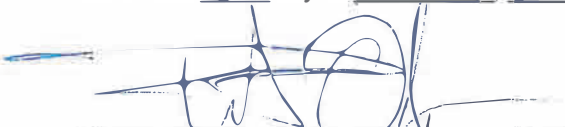
RECOUNT: All costs for a recount election will be borne fully by the entity requiring a recount.

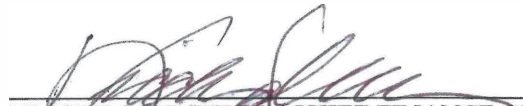
RECORDS RETENTION AND DESTRUCTION: The School District and the City are each individually responsible for their own records retention and destruction.

CANVASSING OF THE VOTE: The School District and the City shall each perform its own official canvass.

Dated this 3 day of March, 2023

Dated this 21ST day of MARCH, 2023


TRISTA OLNEY, BUSINESS MANAGER
DOUGLAS SCHOOL DISTRICT #51-1
400 PATRIOT DRIVE
BOX ELDER SD 57719


NICOLE SCHNEIDER, CHIEF FINANCE OFFICER
CITY OF BOX ELDER
420 VILLA DRIVE
BOX ELDER SD 57719



SECTION	G	TITLE	PERSONNEL	FILE	GCE
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PART-TIME AND SUBSTITUTE EMPLOYMENT- PROFESSIONAL STAFF

PART-TIME TEACHERS

Upon the recommendation of the Superintendent or designee, the Board will act on the employment of part-time teachers consistent with the needs of the school district.

A part-time certificated teacher, if employed for the full school term, will attain continuing contract status the same as a full-time teacher. Evaluation will be according to the board adopted evaluation process for professional staff.

Part-time teachers will meet all necessary certification requirements, and will be compensated for their work on a pro-rated basis commensurate with their placement on the salary schedule.

Part-time teachers will be evaluated utilizing the district adopted evaluation process for professional teachers.

SUBSTITUTE TEACHERS

The employment of substitute teachers will be centralized for the district in the office of the Human Resources office. To the extent possible substitute teachers must meet the requirements for teacher appointments and will be assigned substitute teaching positions on the basis of their areas of competence. The Board will set the daily rate of pay for substitute teachers, including extended-term substitutes. The latter will be granted such additional benefits as approved by the Board.

Principals will assume responsibility for the scheduling of substitutes from the approved list as needed.

REFERENCES

Policy Reference:
 GCN

Adoption History

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SECTION	G	TITLE	PERSONNEL	FILE	GCEA
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JOB SHARING FOR PROFESSIONAL STAFF

Job Sharing is the process where two teachers work together to fill one full time position in the district for an individual school-year. Teachers wishing to engage in a job share will apply to their Principal following the guidelines outlined in this policy. The superintendent of schools or designee will have the authority to approve or deny any job share proposal.

All job share proposals will be submitted utilizing form GCEA-E1 and will adhere to the following:

1. The proposal for the job share will be signed by the participating staff members and the supervising Principal. Each signer and the superintendent or designee will receive a copy.
2. The Superintendent or designee will consider the application, propose any necessary changes, and approve or deny the completed proposal.
3. The agreement will be for one year only and must be renewed each year for continuation.
4. An agreed-upon calendar for days worked will be established with the Contract.
5. Staff members involved in a job share will be evaluated individually according to the board approved evaluation process.
6. A job share teacher, if employed for the full school term, will attain continuing contract status the same as a full-time teacher.
7. Job Share teachers will meet all necessary certification requirements, and teachers will be compensated for their work on a pro-rated basis commensurate with their placement on the negotiated salary schedule.
8. Proration will be calculated as a percentage of the full time contract assigned to each staff member.
9. Salary, benefits and leaves will be calculated according to the percentage of the FTE of each position held.
10. Should either staff member be absent, the first effort will be for the two teachers sharing the position to switch days to cover the class. If that is not possible, every effort will be made to secure a substitute teacher. Any additional days worked outside of the contract for either teacher will be paid at their daily rate; and any fewer days worked from the contract will be deducted as leave without pay at their daily rate.
11. In the event that the job share agreement is terminated and the position returns to one person, the Superintendent or designee shall determine which teacher shall be assigned to the full-time position. The other member of the job share agreement will be offered a position of like status for which the staff member is qualified.

12. Once approved, a job-share agreement may only be terminated by the Superintendent or designee. Individual members no longer wishing to participate in the job-share may make their request known through submitting formal resignation of the position or request a Transfer.
13. Should a member of the job share team leave during the school year, the other team member will have the option of assuming the full position. If the sharing member is not interested in the full position, an effort will be made to employ a job share partner. If a qualified person cannot be found, the remaining staff member will be assigned to the full position.
14. In the event more staff seek to job share the Assignment and Transfer Processes will be used to select the team:
15. Individuals interested in a job share position must give written notification of interest utilizing the district Transfer Process.
16. Individuals being considered for job share may be required to apply and go through the interview process to be considered for a full-time position.
17. Both individuals involved in the job share will be expected to participate in professional development activities on non-student contract days and will be compensated as such.

STANDARD FORM OF JOB SHARE CONTRACT

As a minimum, the following must be included in the job share proposal (GCEA-E1):

1. Names of teachers involved.
2. Description of the job share.
3. Description of how the position is to be divided to include the percentage of the position assigned to each staff member.
4. Narrative attached detailing how planning, grading, assessments, record keeping, conferences, professional development, meetings, absences and complaints are to be addressed.

REFERENCES

Policy Reference:
GCN

Adoption History

Douglas School District
Job Share Proposal
NEW

Teacher 1 Name: _____

Teacher 2 Name: _____

This proposal is for the _____(School Year)

- [] New Proposal
[] Renewal Proposal

School Name: _____

Position to be shared _____

Briefly Describe the job share and explain benefit to the students and school:

We understand that submission of this proposal is not guarantee of placement. We understand that those entering into a job sharing agreement are individually accountable for all performance and evaluation criteria established by the board of education. We understand that by entering into this agreement, contract, salary and benefit calculations will be prorated according to the % FTE held by each member individually.

Teacher 1 Signature _____ Date _____

Teacher 2 Signature _____ Date _____

Principal _____ Date _____

Comments: _____

Superintendent/Designee Signature _____ Date _____

Comments: _____

The following items are to be completed jointly by supervising administrator and teachers upon initial approval.

What percentage of 1.0 FTE will be assigned to: (Total Student Days Worked+Total Other Days Worked /Total Contracted Days)

Teacher 1 _____

Teacher 2 _____

Please address the following and attach to this document:

- How will academic lesson planning, grading, and assessment be addressed?
• How will parent teacher conferences and professional development be addressed?
• How will planning time be addressed?
• How will attendance and input at IEP meetings be addressed?
• How will conflicts and complaints be resolved?