

DOUGLAS SCHOOL DISTRICT  
BOARD OF EDUCATION

**AGENDA**

**Monday, June 12, 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/91464807740?pwd=bVFKMHZyRWVlZ085QXhxNkxUaTRWQT09>

Meeting ID: 914 6480 7740

Passcode: 957647

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 May 22, 2023.
  - B. Approve Personnel Action for June 12, 2023.
  - C. Approve the Purchases and Issuing of Accounts Payable and Payroll

- D. Approve Conflict Disclosures and Waiver Authorizations Pursuant to SDCL 3-23-3
- E. Approve the TENTATIVE Douglas Transportation Schedule for the 2023-24 School Year.

9. Items Removed From Consent Agenda

10. Elementary and Secondary Curriculum and Instruction Items:

- A. End of Year Data Presentation
- B. Summer 2023 Credit Recovery Update

11. Superintendent Items:

- A. Approve the following resolution:

BE IT RESOLVED THAT the Douglas School Board hereby recognizes and commends the following staff members on the occasion of their retirement. Their many years of dedication and service to the Douglas School District have benefited countless staff and students. The Board wishes them success and happiness in the future.

Lisa Bauer	13 Years
Theresa Mellen	15 Years
Michelle Moser	8 Years
Larry Pettigrew	16 Years

12. Fiscal Resources Items:

13. Operational Support Services Items:

- A. Approve the Surplus of Two (2) District Power Washers.
- B. Approve SECOND READING of Revised, Reviewed, Douglas District Policies, Section J. (JA-JECAC)
- C. Approve FIRST READING of Board Policies, Section JECAA-JFAA.
- D. Approve Bid Item #377 as Recommended. FC Roof Replacement.

14. Reports:

- A. Superintendent:
- B. Committee Reports From Board Members and Comments from Associate Board Members

15. Upcoming Calendar Events:

June 26 - BOE Meeting, 5:00 pm

July 10 - BOE Annual & Regular Meetings, 5:00 pm

16. Executive Session for Negotiations according to SDCL 1-25-2.4.
17. Action As A Result of Executive Session
18. Adjournment

SECTION	<b>B</b>	TITLE	<b>Board Governance and Operations</b>	FILE	<b>BDDH</b>
---------	----------	-------	--	------	-------------

**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.

	<b>Name &amp; Address</b>	<b>Email &amp; Phone #</b>	<b>Topic / Item #</b>
1			
2			
3			
4			
5			
6			
7			
8			
9			

SECTION	<b>B</b>	TITLE	<b>Board Governance and Operations</b>	FILE	<b>BDDH-E(2)</b>
---------	----------	-------	--	------	------------------

**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, May 22, 2023

The Douglas School District No. 51-1 Board of Education held a Regular meeting on Monday, May 22, 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 Tanya Gray call the meeting to order at 5:00 p.m.

President Gray recognized and honored the twenty staff members who are retiring by the end of the 2022-23 school year. She thanked each one for their service to the District. They represent a total of 460 years of service.

Superintendent Kevin Case recognized Executive Director of Elementary Academics, Ann Pettit. Ann has been named the 2023 Outstanding Curriculum Leader in South Dakota and will be formally recognized during the Principals Conference in Deadwood.

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, Item 7A - 7J with correction to Personnel Action - Classified Transfer. This motion, made by Amy McGovern and seconded by Tonya Amaral, Carried.

Approved Regular Meeting Minutes of May 8, 2023 and Special Meeting Minutes of May 16, 2023.

Approved revised Personnel Action for May 22, 2023. (Attachment)

Approved April 2023 Financial Reports. (Attachment)

Approved Accounts Payable Report for May 31, 2023. (Attachment)

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

Approved the reelection of one hundred seventy-three (173) certified contracts for the 2023-24 school year.

Approved the reelection of twelve (12) administrator contracts for the 2023-24 school year.

Approved Overnight and Out-of-State Summer Activity Trip Requests for:  
June 3-4 Girls' Basketball Camp at BHSU;  
June 9-11 Football at Chadron State Camp;  
July 12-14 Volleyball at SDSU Team Camp;  
July 23-25 Volleyball at Sioux Falls

Approved the resolution for South Dakota High School Activities Association (SDHSAA) 2023-24 Membership.

Approved Long Term Leave of Absence for Amber Lyons for the 2023-24 School Year per Terms of the Negotiated Agreement.

### **Elementary and Secondary Curriculum and Instruction Items:**

Motion to approve the recommendation from the Curriculum Coordinating Council and Subject Area Committee to adopt Big Ideas Math Curriculum. This motion, made by Amy McGovern and seconded by Cathy Melendez, Carried.

Executive Director of Elementary Academics Ann Pettit reviewed the Calendar Committee process, professional development requirements, and stakeholder input. She reported that the committee is continuing to work on the 2024-25 academic calendar. As a solution to the additional required professional development and the need for teachers to have time to set up their classrooms, it's being suggested that consideration be given to moving the two professional development days scheduled for the week of Thanksgiving to August 10-11 for the 2023-24 school year calendar. This will be presented to Ed Council tomorrow for their recommendation, and then come back to the Board for a final decision.

### **Superintendent Items:**

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

BE IT RESOLVED THAT the Douglas School Board hereby recognizes and commends the following staff members on the occasion of their retirement. Their many years of dedication and service to the Douglas School District have benefited countless staff and students. The Board wishes them success and happiness in the future.

Myrna Becker	23 years
Roger Grevoy	10 years
Thomas Hancock	22 years
Petra Harre	21 years
Donald Harris	24 years
Naomi Hatfield	29 years
Jennifer Jordan	9 years
Mark Kenefick	8 years
Peter Lawler	36 years
Tina Lee	33 years

Jane Maine	33 years
Dee Martin	23 years
NanCee Maynard	29 years
Connie Mogensen	37 years
Bart Popowski	8 years
Mischelle Pulver	19 years
Gail Sherwood	31 years
Melinda Williams	37 years
Duane Wince	23 years
Carol Woldstad	5 years

**Operational Support Services Items:**

Motion to approve the Douglas School District 2023-24 Back-To-School Plan. This motion, made by Amy McGovern and seconded by Tonya Amaral, Carried.

Approve Bid Item #376 - DHS Boiler Plant Retrofit Upgrade as recommended. The recommendation is to award the bid and alternate to Action Mechanical as the lowest bidder. This motion, made by Chris Misselt and seconded by Amy McGovern, Carried.

Approve accepting Tem-Tech quote for Bid Item #376 - DHS HVAC Upgrade as no bids were received. The quote satisfies the bid requirements and the needs of the District. This motion, made by Amy McGovern and seconded by Chris Misselt, Carried.

Motion to Approve First Reading of Revised, Reviewed, Douglas District Policies, Section J - Students. (JA-JECAC). This motion, made by Cathy Melendez and seconded by Amy McGovern, Carried.

- Reviewed Board Policy JA - Student Policies Goals
- Reviewed Board Policy JB - Equal Education Opportunities
- Revised Board Policy JEA - Compulsory Attendance Age
- Reviewed Board Policy JEAA - Students Alternative Instruction
- Reviewed Board Policy JEB - Entrance Age
- Reviewed Board Policy JEC - School Admissions
- Revised Board Policy JECA - Admission of Resident Students
- Revised Board Policy JECAC - Transfer from an Accredited School

Motion to Approve Second Reading of Revised, Reviewed, New or Deleted, Douglas District Policies, Section G - Personnel, starting with Policy GCLA - GDPD. This motion, made by Chris Misselt and seconded by Amy McGovern, Carried.

- Revised Board Policy GCLA - Attendance at Professional Meetings and Conferences
- Revised Board Policy GCN - Professional Teaching Staff Evaluation
- Reviewed Board Policy GCPC - Retirement of Professional Staff Members
- Reviewed Board Policy GCPCA - Voluntary Separation Plan (Administrators/Directors)
- Reviewed Board Policy Regulation GCPCA-R - Voluntary Separation Plan for Administrators/Directors Separation Program

Reviewed Board Policy GCPD - Suspension without Pay and Dismissal of Professional Staff Members  
Reviewed Board Policy GCPDA - Professional Staff Member Administrative Leave with Pay  
Reviewed Board Policy GCQAB - Tutoring for Pay  
Reviewed Board Policy GCQB - Professional Research and Publishing  
Reviewed Board Policy GDA - Support Staff Positions  
Revised Board Policy GDB - Non-Certified Staff Contracts and Compensation  
Reviewed Board Policy GDBB - Support Staff Supplementary Pay Plans  
Reviewed Board Policy GDBC - Support Staff Fringe Benefits  
Revised Board Policy GDBD - Support Staff Leaves and Absences  
Revised Board Policy GDC - Support Staff Recruiting, Posting of Vacancies, & Hiring  
Reviewed Board Policy GDJ - Support Staff Time Schedules  
Revised Board Policy GDN - Evaluation of Support Staff  
Revised Board Policy Regulation GDN-R - Implementation Procedures for the DSD Support Staff Evaluation Process  
Reviewed Board Policy GDO - Support Staff Promotions  
Reviewed Board Policy GDPA - Reduction in Support Staff Work Force  
Revised Board Policy GDPB - Resignation of Support Staff Members  
Reviewed Board Policy GDPC - Retirement of Support Staff Members  
Reviewed Board Policy GDPD - Suspension and Dismissal of Support Staff Members

**Informational reading of School Board Policy Section J - Students:**

Board Policy JECAA - Grade Placement and Credits of Student Enrolling from Unaccredited Schools & Alternative Instruction  
Board Policy JECBA - Admission of Exchange and Foreign Students  
Board Policy Regulation JECBA-R - Admission of Exchange Students Regulation  
Board Policy JECE - Student Withdrawal from School  
Board Policy JF - Student Rights and Responsibilities  
Board Policy JFA - Student Due Process Rights  
Board Policy Regulation JFA-R - Student Due Process  
Board Policy JFAA - Search and Seizure - Student

**Reports:**

Superintendent Kevin Case informed board members that he would be attending a meeting on base with Senator Rounds and Dr. Ravis Chaudary, Assistant Secretary of the Air Force for Energy, Installations, and Environment on Wednesday.

**Committee Reports from Board Members and Comments from Associate Board Members:**

Patrice Holmes commented on how important it is for military families to have relationships with the school. Their mission is growing, and it's encouraging to have the support of Douglas Schools.

Tanya Amaral attended the Curriculum Coordinating Committee and was involved in the math curriculum adoption, as well as school supply list review. The Booster Club will meet again in July, but no date has been set yet.

Cathy Melendez said the Box Elder Area Chamber of Commerce canceled its May meeting.

Chris Misselt attended the CRC (Covid Recovery Committee) last week and will attend the Ed Council meeting tomorrow.

Fran Apland thanked the District for the opportunity to be part of so many events and activities throughout the year. She is able to share the good work and share military families' concerns.

Tanya Gray hasn't had any committee meetings. She commented on the graduation--"it's the best time of the year, to see the graduates come across the stage and know why we do what we do."

Motion to move into executive session for negotiations per SDCL 1-25-2.4 at 5:48 p.m. This motion, made by Chris Misselt and seconded by Amy McGovern, Carried.

President Gray brought the Board out of executive session at 6:57 p.m.

Motion to declare impasse in contract negotiations for certified staff following a lack of votes from DEA's membership to ratify the Board's last best offer. This motion, made by Cathy Melendez and seconded by Amy McGovern, Carried. Voting Nay: Amaral, Misselt

Motion to adjourn the meeting at 6:59 p.m. 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 5/22/2023****Classified Service Factor Bonus**

<b>Name</b>	<b>Position/Years</b>	<b>Amount</b>	<b>Dates of Service</b>
Theresa Mellen	Bus Driver / 15 Years	\$474.12	9/10/2007 to 4/16/2018 and 1/7/2019 to current

**Certified Resignations/Retirements/Terminations**

<b>Name</b>	<b>Position</b>	<b>Location</b>	<b>Effective Date</b>
Lisa Bauer- Resigning	SLP	Patriot Elementary (Francis Case wing)	2023-2024 School Year
Kevin Militello - Resigning	MS Newspaper Advisor	Douglas Middle School	2023-2024 School Year
Michelle Moser- Resigning	2nd Grade Teacher	Patriot Elementary (Francis Case wing)	2023-2024 School Year
Brittany Pearson - Resigning	HS Boys Basketball	Douglas High School	2023-2024 School Year
Rachel Quimby- Resigning	8th Grade head Volleyball Coach	Douglas Middle School	2023-2024 School Year
Duncan Stoebner	7th Grade Asst. Football Coach	Douglas Middle School	2023-2024 School Year

**Classified Resignations/Retirements/Terminations**

<b>Name</b>	<b>Position</b>	<b>Location</b>	<b>Effective Date</b>
Mark Funk	Lunchroom Supervisor	Patriot Elementary (Badger Clark wing)	May 24, 2023
Denise Halstead-Peel	Personnel Manager	Central Office	June 17, 2023
Madison Lemmon	Lunchroom Supervisor	Patriot Elementary (Francis Case wing)	2023-2024 School Year
Theresa Mellen	Bus Driver	Transportation	May 24, 2023
Jordan Patterson	Breakfast Lunchroom Supervisor	Patriot Elementary (Francis Case wing)	2023-2024 School Year

**Certified Voluntary Transfer Request**

<b>Name</b>	<b>From Bldg/Position</b>	<b>To Bldg/Position</b>	<b>Effective Date</b>
Sherri Horan	Douglas Middle School / Counselor	Douglas High School / Counselor	2023-2024 School Year

**Classified Voluntary Transfer Request \*Amended**

* <i>Calie Derflinger</i>	<i>VES Special Education Instructional Aide</i>	<i>Middle School Special Education Instructional Aide</i>	<i>2023-2024 School Year</i>
---------------------------	---	---	------------------------------

**Certified Staff Hiring**

	<b>Name</b>	<b>Location / Position</b>	<b>Wage</b>	<b>Effective Date</b>
	Allyson Corbin	Patriot Elementary (Francis Case wing) /2nd Grade Classroom (Shared Teaching position)	M/7 - \$29,379.55 (50.2% FTE)	2023-2024 School Year
	Kayla Heidepriem	Douglas Middle School / Science Teacher	M/4 - \$56,275.00	2023-2024 School Year

**Classified Staff Hiring**

	<b>Name</b>	<b>Location / Position</b>	<b>Wage</b>	<b>Effective Date</b>
	Deborah Hollan	Central Office / Personnel Manager	K/3 - \$20.50 per hour	2023-2024 School Year
	April Johnson	District / Registered Nurse	P/1 - \$31.75 per hour	2023-2024 School Year
	James Walker	Tech Dept. / Tech Help & Network Support	M/3 - \$22.00 per hour	2023-2024 School Year

**Temporary Hires**

	<b>Name</b>	<b>Position</b>	<b>Salary</b>	<b>Effective Date</b>
	Bridget Koehler	Summer School Secretary	20 days, 7 hours per day at \$17.90 per hour	6/7/2023 to 7/7/2023
	Olivia Gotta	2nd Grade Teacher / Patriot Elementary (Francis Case wing)	LETRS Training 12 hours at \$46.54 per hour = \$558.48	8/22/22-11/7/22
	Olivia Gotta	2nd Grade Teacher / Patriot Elementary (Francis Case wing)	LETRS Training 2 day 394.04 per day = \$788.08	April 22, 2023
	Travis Miller	HS Asst. Track and Field Coach (Shared 50%)	HSCAT2E6 (50%) - \$2,164.00	2022-2023 School Year
	Melissa Triplet	Summer School Secretary	20 days, 7 hours per day at \$17.90 per hour	6/7/2023 to 7/7/2023

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

<b>April 1, 2023 FINANCIAL</b>	<b>GENERAL FUND</b>	<b>CAPITAL OUTLAY</b>	<b>SPECIAL EDUCATION</b>
BALANCE 03/ 31/ 23	8,269.74	(384,119.94)	914,763.65
RECEIPTS:			
TAXES	102,979.14	77,493.77	41,523.94
INTEREST	1,349.24		
ADMISSIONS			
LOCAL	762.02	1,032.16	
COUNTY	12,403.88		
STATE	1,223,549.00		152,154.00
FEDERAL			
OTHER	15.00		
INTERFUND TRAN.	15,120.00		
TOTAL RECEIPTS:	1,356,178.28	78,525.93	193,677.94
DISBURSEMENTS:			
VERIFIED CLAIMS	145,746.32	197,027.90	15,018.54
SALARIES	1,731,951.93	-	362,439.23
TRANSFERS OUT			
<b>BALANCE 04/30/23</b>	<b>(513,250.23)</b>	<b>(502,621.91)</b>	<b>730,983.82</b>
BALANCE 04/ 30/ 22	(866,422.60)	370,568.39	1,735,096.81

<b>April 1, 2023 FINANCIAL</b>	<b>FEDERAL PROJECTS</b>	<b>UNEMPLOY- MENT FUND</b>
BALANCE 03/ 31/ 23	(3,289,305.96)	49,497.51
RECEIPTS:		
LOCAL		
STATE		
FEDERAL	2,851.64	
REIMBURSEMENTS		
OTHER (LOCAL) -AFROTC		
INTERFUND TRAN.		
TRANSFER IN		
TOTAL RECEIPTS:	2,851.64	-
DISBURSEMENTS:		
VERIFIED CLAIMS	21,388.85	
SALARIES	84,295.99	-
TRANSFERS OUT		
<b>BALANCE 04/30/23</b>	<b>(3,392,139.16)</b>	<b>49,497.51</b>
BALANCE 04/ 30/ 22	(1,063,197.89)	50,823.66

<b>April 1, 2023 FINANCIAL</b>	<b>DEP CARE</b>	<b>MEDICAL REIMB</b>	<b>IMPACT AID</b>
BALANCE 03/ 31/ 23	108.91	231.22	24,577,121.95
RECEIPTS:			
INTEREST			15,120.00
FEDERAL			0.59
LOCAL	1,373.76	1,500.02	
OTHER			
INTERFUND TRAN.			
LOANS			
TOTAL RECEIPTS:	1,373.76	1,500.02	15,120.59
DISBURSEMENTS:			
VERIFIED CLAIMS	1,407.60	128.13	-
EXPENDITURES/ TRANSFERS OUT			15,120.00
<b>BALANCE 04/30/23</b>	<b>75.07</b>	<b>1,603.11</b>	<b>24,577,122.54</b>
BALANCE 04/ 30/ 22	436.80	1,644.09	24,349,102.54

---

<b>April 1, 2023 FINANCIAL</b>	<b>FOOD SERVICE</b>	<b>FIDUCIARY FUNDS</b>
BALANCE 03/ 31/ 23	341,151.42	246,328.06
RECEIPTS:		
INTEREST		
SALES	35,656.00	
STATE		
FEDERAL	79,544.88	
LOCAL	248.84	46,381.32
OTHER		
INTERFUND TRAN.		
LOANS		
TOTAL RECEIPTS:	115,449.72	46,381.32
DISBURSEMENTS:		
VERIFIED CLAIMS	40,562.87	31,006.78
SALARIES	26,988.63	
<b>BALANCE 04/30/23</b>	<b>389,049.64</b>	<b>261,702.60</b>
BALANCE 04/ 30/ 22	430,162.89	207,437.37

**Board Report - For School Board 05/31/2023**

<u>Vendor Name</u>	<u>Check #</u>	<u>Expensed</u>	<u>Amount</u>
AMAZON.COM	182436		48,933.45
APPLE INC	182437		795.90
BLACK HILLS COMMUNITY THEATRE	182439		70.20
BLACK HILLS ENERGY- AUTO PAY	102		32,697.40
BLICK ART MATERIALS	182440		872.80
CARQUEST AUTO PARTS	182441		183.32
CASH-AD SPONSORS	182442		36.00
DAKOTA BUS SERVICE, INC.	182444		3,583.00
DAKOTA SUPPLY GROUP, INC.	182445		3,307.72
DEMCO, INC	182446		456.74
EMC INSURANCE COMPANIES	182447		54.00
EVERGREEN OFFICE PRODUCTS	182449		560.80
FAULKNER, MELANIA	182450		85.00
FIDUCIARY ACCOUNT	182451		30.00
FOLLETT SCHOOL SOLUTIONS	182453		602.88
GOPHER SPORT	182454		4,642.06
HIGH POINT NETWORKS, LLC	182455		375.70
JOHNSTONE SUPPLY	182456		565.53
KIEFFER SANITATION, INC.-AUTO PAY	103		2,410.47
MENARDS	182457		677.99
MG OIL COMPANY, INC.	182458		9,058.61
MIDCONTINENT COMMUNICATIONS- AUTO PAY	104		1,452.72
MIDWEST CONNECT	182459		133.00
NORTH CENTRAL BUS & EQUIPMENT CO. INC	182460		208.98
NORTH CENTRAL INTERNATIONAL INC	182461		77.31
PACIFIC STEEL & RECYCLING	182462		1,111.21
PRAIRIE AUTO PARTS INC	182463		72.43
PRINT MARK-ET	182464		277.20
RAPID CITY JOURNAL	182466		314.74
RAPID CITY MIDDLE SCHOOL ACTIVITIES	182467		80.00
RIVERSIDE TECHNOLOGIES INC	182468		3,797.70
TEACHER CREATED RESOURCES	182470		220.88
VANWAY TROPHY & AWARD, INC.	182471		188.20
WARNE CHEMICAL & EQUIPMENT, INC.	182472		2,140.00

**GENERAL FUND**

---

120,073.94

**Board Report - For School Board 05/31/2023**

<u>Vendor Name</u>	<u>Check #</u>	<u>Expensed</u>	<u>Amount</u>
CO-OP ARCHITECTURE	182443		92,898.10
FOLLETT CONTENT SOLUTIONS, INC	182452		806.16
<b>CAPITAL OUTLAY</b>			<hr/> 93,704.26
BLACK HILLS BEHAVIOR (dba) IMPACT LEARNING	182438		4,000.00
ERLENBUSCH, HEATHER	182448		4,452.50
SD DEPARTMENT OF HUMAN SERVICES	182469		63.38
<b>SPECIAL ED</b>			<hr/> 8,515.88
AMAZON.COM	182436		2,649.35
RAPID CITY AREA SCHOOL DISTRICT	182465		900.00
<b>GRANTS</b>			<hr/> 3,549.35
			<hr/> 225,843.43
AMAZON.COM	12095		322.47
CASH-WA DISTRIBUTING COMPANY, INC.	12096		735.43
CASH-WA DISTRIBUTING COMPANY, INC.	12097		8,446.39
COCA-COLA BOTTLING CO HIGH COUNTRY	12098		878.00
DAKOTA WAREHOUSE	12099		180.00
DOMINOS PIZZA- BOX ELDER	12100		1,017.00
FIDUCIARY ACCOUNT	12101		8.00
GENERAL FUND	12102		90,049.95
PAN-O-GOLD BAKING COMPANY, INC.	12103		767.47
PRAIRIE FARMS	12104		6,015.24
REINHART FOOD SERVICE LLC	12105		9,752.82
SERVALL TOWEL & LINEN SUPPLY, INC.	12106		157.98
<b>FOOD SERVICE</b>			<hr/> 118,330.75
			<hr/> 118,330.75
Grand Total:			<hr/> 344,174.18



	Karina Brown	Food Service Worker, VES	\$13.50/hr	2023-2024	
<b>Temporary Hires</b>					
	<b>Name</b>	<b>Position</b>	<b>Salary</b>	<b>Effective Date</b>	
	Sherri Horan	Anchored for Life Leader	\$250 Stipend	2023-2024	
	Donna Curry	Anchored for Life Leader	\$250 Stipend	2023-2024	
	Cathy Baragar	Anchored for Life Leader	\$250 Stipend	2023-2024	
	Brian Palmer	MS Yearbook Advisor	\$1,545	2023-2024	
	Dawn Beltran	Youth to Youth Advisor	\$1,617	2023-2024	
	Melissa Poley	DMS Assistant Track Coach	\$2,197	2022-2023	
	Dominic Deyo	Summer Feeding	\$13.00/hr	Summer 2023	
	Matthew Howard	DMS Knowledge Bowl	\$1,545	2023-2024	
	Rachel Quimby	HS Asst. VB Coach	\$4,389	2023-2024	
	Amanda Awe	HS Asst. Debate Coach	\$2,197	2023-2024	
	Kraig Blomme	HS Asst Boy's BB Coach	\$3,959	2023-2024	
	Livvy Bright	HS Asst. Dance Coach	\$1,789	2023-2024	
	Anthony Burns	HS Yearbook Advisor	\$3,282	2023-2024	
	Brook Clark	HS Asst. Girl's BB Coach	\$3,959	2023-2024	
	Michael Clark	HS Asst. Track Coach	\$2,231	2023-2024	
	Michael Clark	HS Asst. VB Coach	\$4,082	2023-2024	
	Michael Clark	HS Head Girls' BB Coach	\$6,570	2023-2024	
	Dale Daugherty	HS Asst. FB Coach	\$4,143	2023-2024	
	Arianna Grindle	HS .5 Head Student Council Advisor	\$1,436	2023-2024	
	Arianna Grindle	HS .5 Asst. Student Council Advisor	\$772.50	2023-2024	
	Jesse Hamer	HS.5 Head. Student Council Advisor	\$1,436	2023-2024	
	Jesse Hamer	HS.5 Asst. Student Council Advisor	\$772.50	2023-2024	
	Kaitlin Heier	HS Asst. Track Coach	\$2194.50 (.5)	2023-2024	
	Travis Ladwig	HS Asst. Boys' BB Coach	\$3,959	2023-2024	
	Oscar Maturano	HS Head Girls' Soccer Coach	\$5,674	2023-2024	
	Travis Miller	HS Asst. Track Coach	\$2194.50 (.5)	2023-2024	
	Andrew Napier	HS Head Boys' Soccer Coach	\$5,589	2023-2024	
	Tori Nielsen	HS Asst. Girls' BB Coach	\$4,143	2023-2024	
	Jon Pierson	HS Asst. FB Coach	\$4,143	2023-2024	
	Jon Pierson	HS Asst. Wrestling Coach	\$4,451	2023-2024	
	LuAnn Stukerjurgan	HS Head Comp. Cheer	\$5,589	2023-2024	
	LuAnn Stukerjurgan	HS BB Cheer Coach	\$2,917	2023-2024	
	Randy Thibeau	HS Asst. FB Coach	\$4,020	2023-2024	
	Courtney Tribby	HS Head Track Coach	\$6,372	2023-2024	
	Sarah Tucker	HS Head VB Coach	\$6,867	2023-2024	
	William Velez	HS Asst. Track Coach	\$3,959	2023-2024	
	Ashley Von Eye	HS. Asst. Fall Cheer Coach	\$1,762	2023-2024	
	Marlee Wieman	HS Asst. Cross Country	\$4,020	2023-2024	
	Jeffery Wilson	HS Asst. Wrestling Coach	\$4,020	2023-2024	
	Megan Steiger	MS 8th Volleyball		2023-2024	
	Tara Lipp	ESY Teacher	\$49.39 /hr	6/12-6/30	
	Theresa Crooks	ESY Teacher	\$52.95/ hr	6/12-6/30	
	Melissa Owen	ESY Teacher	\$50.20/ hr	6/12-6/30	
	Sarah Reimer	ESY Teacher	\$47.82/ hr	6/12-6/30	
	Lexi Prange	ESY Aide	\$23.50/ hr	6/12-6/30	

	Sarah Crawford-Brown	ESY Aide		\$19.50/ hr	6/12-6/30	
	Chelsey Huseby	ESY Aide		\$15.00/ hr	6/12-6/30	
	Tammi Koch	Summer School Trans Dispatcher		\$28.00/ hr	6/12-6/30	
	Tammi Koch	ESY Driver		\$22.83/ hr	6/12-6/30	
	Lisa Scofield	ESY Driver		\$22.83/ hr	6/12-6/30	
	Carol Painter	ESY Driver		\$22.83/ hr	6/12-6/30	
	Richard Sharp	Summer Activity Driver		\$22.83/ hr	6/1/2023	
	Laura Savage	Summer Activity Driver		\$19.53/ hr	6/1/2023	
	Ugene Meier	Summer Activity Driver		\$20.35/ hr	6/1/2023	
	Laura Savage	Summer School Bus Driver		\$25.00/hr	6/1/2023	
	Kelly Earnest	Summer School Bus Driver		\$25.00/hr	6/2/2023	
	Patty Tracey	Summer School Bus Driver		\$25.00/hr	6/2/2023	
	Tammy Nelson	Summer School Bus Driver		\$25.00/hr	6/2/2023	
	Terri Smith	Summer School Bus Driver		\$25.00/hr	6/2/2023	
	Beverly Gabriel	Summer School Bus Driver		\$25.00/hr	6/2/2023	
	Carol Painter	ESY Bus Driver		\$22.83/ hr	7/10/2023	
	Lisa Scofield	ESY Bus Driver		\$22.83/ hr	7/10/2023	
	Teresa Doulder	Summer School Bus Aide		\$20.00/hr	6/2/2023	
	Brian Palmer	MS Student Council Advisor		\$1,545	2023-2024	
	Travis Miller	MS Head XC Coach		\$3,426	2023-2024	
	Brook Clark	MS Head 7th GBB Coach		\$3,090	2023-2024	
	Tori Nielsen	MS Asst. VB Coach		\$2,231	2023-2024	
	Shae Weber	MS Asst 8th VB Coach		\$2,179	2023-2024	
	Eric Elder	MS Asst XC Coach		\$2,231	2023-2024	
	Robert Rath	MS Head 7th FB Coach		\$3,090	2023-2024	
	Colin Weinzirl	MS Head 8th FB Coach		\$3,090	2023-2024	
	Shelli Walker	YMCA Bus Driver		\$25.00/hr	2023-2024	
	Bridget Koehler	Summer Hours		\$20.25/hr	Summer 2023 As Needed	

**Early Resignation Incentive Pay**

	Name	Amount	Effective
	Dolores Martin	\$1,500	June 21, 2023
	Bart Popowski	\$1,500	June 21, 2023
	Meghan Melcher	\$1,500	June 21, 2023
	Myrna Becker	\$1,500	June 21, 2023
	Carol Woldstad	\$1,500	June 21, 2023
	Jennifer Jordan	\$1,500	June 21, 2023
	Mark Kenefick	\$1,500	June 21, 2023
	Carl Mathews	\$1,500	June 21, 2023
	Alison Coyle	\$1,500	June 21, 2023
	Megan Knutson	\$1,500	June 21, 2023
	Michelle Martian	\$1,000	June 21, 2023
	Pinar Music	\$1,000	June 21, 2023
	Thomas Hancock	\$1,000	June 21, 2023
	Donald Harris	\$500	June 21, 2023
	Theresa McCann	\$500	June 21, 2023

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

**Board Report - For School Board 06/15/2023**

<u>Vendor Name</u>	<u>Check #</u>	<u>Expensed</u>	<u>Amount</u>
AMERICINN-SIOUX FALLS	182477		4,920.00
API SYSTEMS INTEGRATORS	182478		2,260.00
AQUA CHEM	182479		675.00
BLACK HILLS URGENT CARE	182482		300.00
BLICK ART MATERIALS	182483		1,388.07
BOX ELDER HARDWARE	182484		301.52
BSN SPORTS, LLC	182485		459.00
CASH-AD SPONSORS	182488		8.00
CHRIS SUPPLY, INC.	182490		378.24
CITY OF BOX ELDER/PUBLIC WORKS DEPT	182492		43,589.23
CLUBHOUSE HOTEL & SUITES	182493		173.73
CRESCENT ELECTRIC	182494		81.26
CROSSROADS HOTEL	182495		228.98
DAKOTA BUS SERVICE, INC.	182496		3,820.00
DOUGLAS PETTY CASH	182498		35.65
EVERGREEN OFFICE PRODUCTS	182500		143.65
FIDUCIARY ACCOUNT	182502		15,485.57
FLACK TRUCKING INC.	182505		927.00
FOOD SERVICE	182506		913.96
GOPHER SPORT	182507		390.88
GRAINGER, INC	182508		2,824.91
GREAT WESTERN TIRE COMPANY	182509		2,101.94
HARLOW'S BUS SALES, INC.	182510		1,032.46
HARVEYS LOCK SHOP, INC.	182511		26.80
HAUFF MID-AMERICA SPORTS INC.	182512		1,662.60
HIGH POINT NETWORKS, LLC	182514		249.90
KIMBALL MIDWEST	182516		77.52
LAKESHORE LEARNING MATERIALS	182517		27.99
LASTING IMPRESSIONS	182518		16.00
LINDSTROM, JOAN	182519		125.00
LYNN JACKSON SHULTZ & LEBRUN PC INC	182520		490.00
MENARDS	182522		489.93
MG OIL COMPANY, INC.	182523		2,187.84
MIDWEST BUS PARTS, INC.	182524		54.60
MONTANA DAKOTA UTILITIES COMPANY, INC.	182526		7,546.57

**Board Report - For School Board 06/15/2023**

<u>Vendor Name</u>	<u>Check #</u>	<u>Expensed</u>	<u>Amount</u>
NORTH CENTRAL BUS & EQUIPMENT CO. INC	182527		880.28
NORTHWEST PIPE FITTINGS, INC.	182528		112.94
OLNEY, TRISTA	182529		319.20
PENNINGTON COUNTY SHERIFF	182530		23,224.50
PETTIT, ANN	182531		405.77
PRAIRIE RIDGE	182532		125.00
PRESSURE SERVICES INC	182533		156.40
PRINCIPALS CONFERENCE-GARRETSON HIGH	182534		400.00
RAPID CITY JOURNAL	182535		316.46
RIVERSIDE TECHNOLOGIES INC	182538		8,940.00
RUSHMORE PLAZA HOLIDAY INN	182539		90.09
SASD	182541		180.00
SOLUTION TREE	182544		779.00
SOUTH DAKOTA BEEF INDUSTRY COUNCIL	182545		163.13
STATE OF SD GOVERNOR'S OFFICE OF	182546		135,064.06
TIE	182547		3,500.00
VANWAY TROPHY & AWARD, INC.	182548		1,539.00
VOYAGER FLEET SYSTEMS, INC.	182550		109.12
WAL-MART STORES INC	105		612.27
WEST RIVER ELECTRIC-AUTOPAY	106		1,309.99
<b>GENERAL FUND</b>			<hr/> 273,621.01
BAUER, ALISHA	182480		50.00
CENTURY BUSINESS	182489		7,414.78
EVERGREEN OFFICE PRODUCTS	182500		8,725.00
MELVIN, REBECCA	182521		19.00
<b>CAPITAL OUTLAY</b>			<hr/> 16,208.78
BLACK HILLS BEHAVIOR (dba) IMPACT LEARNING	182481		2,400.00
CASH - PUPIL PERSONNEL	182487		13.30
LINDSTROM, JOAN	182519		75.00
MIDWEST SPECIAL INSTRUMENTS	182525		222.37
RATWIK, ROSZAK & MALONEY, P.A	182536		25.00
SASD	182540		180.00
SD DEPARTMENT OF HUMAN SERVICES	182542		2,617.99
SMALL TALK SPEECH THERAPY INC	182543		3,337.50
VOLUNTEERS OF AMERICA, DAKOTAS	182549		943.33
<b>SPECIAL ED</b>			<hr/> 9,814.49

**Board Report - For School Board 06/15/2023**

<u>Vendor Name</u>	<u>Check #</u>	<u>Expensed</u>	<u>Amount</u>
CAPTIVATE MEDIA + CONSULTING	182486		1,000.00
DAKOTA PARTY	182497		32.87
DRYSDALE, JOIE	182499		3,299.52
FIDUCIARY ACCOUNT	182502		1,226.00
HEGGERTY	182513		2,114.64
INSTITUTE MULTI-SENSORY EDUCATION	182515		54,825.00
LINDSTROM, JOAN	182519		50.00
RIGGS ENTERPRISE	182537		26,700.00
SOLUTION TREE	182544		2,337.00
TIE	182547		8,600.00
<b>GRANTS</b>			<u>100,185.03</u>
			<u>399,829.31</u>
CASE PARTS COMPANY	12108		28.38
CASH-WA DISTRIBUTING COMPANY, INC.	12109		1,148.47
CENTRAL RESTAURANT PRODUCTS	12110		5,901.26
COCA-COLA BOTTLING CO HIGH COUNTRY	12111		369.00
CONLEY, TESSA	12112		79.60
DAKOTA WAREHOUSE	12113		18.00
DOMINOS PIZZA- BOX ELDER	12114		1,083.00
GENERAL FUND	12115		1,047.45
LIVINGSTON, SADIE	12116		18.25
PRAIRIE FARMS	12117		1,355.76
REINHART FOOD SERVICE LLC	12118		3,195.03
SERVALL TOWEL & LINEN SUPPLY, INC.	12119		203.49
<b>FOOD SERVICE</b>			<u>14,447.69</u>
			<u>14,447.69</u>
Grand Total:			<u>414,277.00</u>

**PAYROLL EXPENDITURES**

**MAY 5 2023**

**MAY 19 2023**

**TOTALS**

**\$1,001,497.13**

**\$1,078,116.36**

**2023/2024 TENTATIVE TRANSPORTATION SCHEDULE**  
**Douglas School District Transportation 923-0022**

**Bus Transportation is a privilege based upon courteous behavior and compliance with established rules. Every District student will be given a pamphlet titled Bus Rules for Students which outlines the rules and procedures for enforcement of rules. Bus routes are subject to change due to road conditions, community development, and safety considerations. The Douglas Board of Education is not required to approve route changes throughout the year. Every effort will be made to inform affected students of route changes as early as possible. Students are eligible to ride a bus if they reside 2.5 miles or more from the douglas transportation facility. Students will only be transported to daycares on a “space available” basis. Busses will not be added to accommodate daycares. Please look closely at the bus numbers, there are some changes from last year. Students should be at bus stops 5 minutes prior to scheduled time of pick up.**

**Bus 1** **First Stop 7:05**  
Ellsworth Rd & Ruhe Ln, Ellsworth Rd & Freude Ln, Ellsworth Rd & Freiheit, Ellsworth Rd & Grandeur Ln, Ellsworth Rd & Edelweis, Edelweis & Morgen, Morgen & Grandeur, Morgen & Freiheit, Morgen & Freude, Morgen & Ruhe,

**Bus 3** **First Stop 7:00**  
306 W. Sunnydale Rd, 321 W. Sunnydale, W. Sunnydale & Sunflower, W. Sunnydale & Blue Bell, Cactus Court, W. Sunnydale & Sunnydale, Lefler Lane & Radar Hill Rd, Fox Trail & Pickarts, Foxtrail & Partridge, Pheasant & Creekside, Rando (Stop Sign)

**Bus 4** **First Stop 7:05**  
307 Ruhe Ln, 324 Ruhe Lane, Freude & Daystar, Freiheit & Daystar, Grandeur & Daystar, Grandeur & S. Ellsworth Rd, S. Ellsworth & Freiheit, 307 Freude, 467 Freude Lane, Freude & Edelweis, Edelweis & Ellsworth Rd.

**Bus 5** **First Stop 7:00**  
202 Box Elder Rd, 308 Box Elder Rd, Valley Dr,(Midway) Valley & Meadow, Hillside & Meadow Rd, Hillside & Box Elder Rd, Box Elder Rd & Westside Dr, 624 Box Elder Rd, 616 Cardinal Apts., 608 Cardinal, Cardinal & Robin, Robin & Thunderbird, Thunderbird & East Hummingbird, Thunderbird & West Hummingbird, Chicadee & Thunderbird, 718 W. Box Elder Rd

**Bus 6** **First Stop 6:42**  
Elk Creek & Bend Rd., Elk Creek and Antelope Creek, Elk Creek & Iron Drive, Elk Creek & Knight Dr., 15020 Elk Creek, Ketelsen Loop & Elk Creek, Antelope Creek & 220<sup>th</sup>. Antelope Crk & Royal Run, 15159 224<sup>th</sup> Ave, 224<sup>th</sup> & 152<sup>nd</sup>, 15221 225<sup>th</sup> St, 22685 151<sup>st</sup> Ave, 22735 151<sup>st</sup> Ave, 22745 151<sup>st</sup>, 22762 151<sup>st</sup>, Bennington Dr & Trenton Lane

**Bus 7** **First Stop 7:00**  
223 Country Rd, 14704 Country Rd, Bluebird & Tanglewood, 539 Bluebird, Tuscany & Bluebird, Thrush & Bluebird, Wren & Bluebird, McDowell & Bluebird, Stealth & Tuscany, 608 Stealth, Tanglewood & Stealth, 616 Bluebird Apartments

**Bus 8** **First Stop 7:10**  
Stealth & Plover, Stealth & McDowell, Stealth & Springer, Maxwell & Stealth, Stealth & Hayden, Bluebird & Hayden, Maxwell & Bluebird, Bluebird & Springer

**Bus 11** **First Stop 7:05**  
333 Mule Deer Trail, Flying Eagle Dr., Beartooth & Old Cavalry, Old Cavalry & Big Badger, Old Cavalry Rd Bus Shelter, Old Cavalry Rd & Lone Soldier Rd, 22814 Radar Hill Rd, Radar Hills Dr., 210 Gumbo Dr.

**Bus 12** **First Stop 6:30**  
22820 Gateway, 22839 Gateway, Gateway & Hidden Bluff Ct, 22845 Gateway, 15522 Lonesome Dove, 15523 Lonesome Dove, 15529 Lonesome Dove, 15538 Lonesome Dove, 15544 Lonesome Dove, 22867 156<sup>th</sup> Ave, 22889 156<sup>th</sup>, 15556 229<sup>th</sup> St, 15544 229<sup>th</sup>, 15590 229<sup>th</sup> St 229<sup>th</sup> & Gateway, 22896 Gateway, 22869 Gateway, 22884 Gateway, 22670 154<sup>th</sup>, 15481 226<sup>th</sup>, Line & Willow, Spruce & Harmony, Cottonwood & Line Rd, 424 Line Road, 218 Oak St.

**Bus 15** **First Stop 6:45**  
3156 Reservoir Rd, 5797 Pluto, 5829 Mercury, Mercury & Beaumont, Meteor & Gemini, 5805 Saturn, 5608 Corbin, 2451 Lunar, Shaw & Reservoir, Uranus & Reservoir, 1920 Twilight, Twilight & Ennen, Poker & Spade, 1808 Meadow, 3405 Colvin St, Springfield & Wesson Rd, 6451 Longview Rd, 8325 Longview Rd, 22720 Radar Hill Rd

**Bus 16** **First Stop 7:10**  
Prairie Meadow Estates, Gumbo & Douglas, 235 Douglas, 204 Douglas, Douglas & Johnson, Douglas & Sikes, Douglas & Morningside Dr

**Bus 18** **First Stop 6:50**  
7110 Dunn, 7905 Dunn Rd, 8295 Dunn, 14873 E. Hiway 44, 23473 Bradsky, 23475 Bradsky, 23477 Bradsky, 23479 Bradsky, 23194 Radar Hill Rd, 23172 Radar Hill Rd, Mesa View Estates, 7400 Longview Rd, Derringer Rd & Wesson Rd (Murphy Ranch Estates)

**Bus 20** **First Stop 6:55**  
14652 Country Rd, 14636 Country Rd, 14618 Country Rd, 4254 Ashland, 4470 Ashland, 4925 Ashland, 4810 Sunnyside Dr, 5312 Sunnyside Dr, 4240 Mesa, Westgate Rd & Halsey Westgate & Rancho, 135 Westgate Rd, 125 Westgate Rd

**Bus 22** **First Stop 6:42**  
23053 Radar Hill Rd, 3020 Anderson, Hwy 44 & Apple Tree Rd, 6180 E. Highway 44, 5740 Green Valley, 6299 E. Highway 44, 14782 Highlight, Moonlight Dr & Morninglight Dr, 22965 Morninglight Dr, Morninglight & Daylight, 22957 Candlelight, Candlelight & Highlight, Candlelight & Lamplight, Lamplight & Morninglight, 23000 Morninglight, Morninglight & Sunlight

**Bus 23** **First Stop 7:10**  
Fox Trail & Brandy, Foxtrail & Coyote, Corbin James & Coyote Trl, Sophia-Lynnae & Coyote, Creekside & Coyote, Creekside & Partridge

**Bus 24** **First Stop 6:45**  
Morning View/Sky, 229<sup>th</sup> & Hidden Springs Rd, Mid-Way Hidden Springs Rd, 14799 Buckskin Rd, Palamino Ln & Buckskin Ln, Palamino & Quarter Horse, Mustang and Palamino, 14786 Mustang, 14797 Mustang, 23032 Radar Hill Rd, 14793 Sunlight, 14778 Moonlight, 14786 Moonlight, Highlight & Moonlight

**Bus 25** **First Stop 6:45**  
5430 Elk Vale, Elk Vale Rd & 225<sup>th</sup>, 22458 Elk Vale Rd, Bunco, 22306 Lowery Pl, West Nike Loop, Trea Ct, Dice Ct, Taron Ct, Tatum Ct, 22333 Lucky Ln, 22339 Dyes Ave, Bridle Ridge, Pommel Loop, Harbor & Bennett, Hurst & Bennett, Hickory & Bennett, Bennett Rd & Mystic, 4485 Bennett



<b>SECTION</b>	<b>J</b>	<b>TITLE</b>	<b>STUDENTS</b>	<b>FILE</b>	<b>JA</b>
----------------	----------	--------------	-----------------	-------------	-----------

**STUDENT POLICIES GOALS**

The student is the focal point of all operations of a school district. Consequently, the Board will spend much of its time in study, deliberation, and policy formulation on matters directly related to students.

The Board and staff will work together to establish an environment conducive to the best learning achievements for each student through meeting the following goals regarding students.

1. To tailor the learning program in order to provide appropriately for each student according to his/her specific background, capabilities, learning styles, interests, and aspirations;
2. To protect and observe the legal rights of students;
3. To enhance the self-image of each student by helping him/her feel respected and worthy through a learning environment that provides positive encouragement through frequent success;
4. To provide an environment of reality in which students can learn personal and civic responsibility for their actions through meaningful experiences as school citizens;
5. To deal with students in matters of discipline in a just and constructive manner;
6. To provide for the safety, health, and welfare of students;
7. To promote faithful attendance and good work.

**REFERENCES**

**State Reference:**

**Policy Reference:**

**Adoption History**

First Reading	11/09/15	Approved	11/23/15

SECTION	<b>J</b>	TITLE	<b>STUDENTS</b>	FILE	<b>JB</b>
---------	----------	-------	-----------------	------	-----------

**EQUAL EDUCATIONAL OPPORTUNITIES**

All students of the District will have equal educational opportunities. The Board will not discriminate on the basis of race, color, creed, religion, sex, handicap, economic status, national origin, or ancestry in its policies or programs.

To accomplish this policy on nondiscrimination, the Board will make every effort to provide all students equal access with respect to admission or membership in school-sponsored organizations, clubs, or activities; access to facilities; distribution of funds; academic evaluations; or any other aspect of school-sponsored programs or activities.

The Board recognizes, however, that in implementing this policy children vary widely in capabilities, interests, and social and economic background, and that no two children can be treated exactly alike if the fullest development of each is to be achieved.

**REFERENCES**

**State Reference:**  
[SDCL 13-28-14](#)  
[SDCL 13-28-5](#)  
[SDCL 13-28-6](#)  
[CFR Title 45 Part 81](#)  
[CFR Title 45 Part 86](#)  
[Public Law 94-142](#)

**Policy Reference:**  
[AC](#)

**Adoption History**

First Reading	11/09/15	Approved	11/23/15


SECTION	<b>J</b>	TITLE	<b>STUDENTS</b>	FILE	<b>JEA</b>
---------	----------	-------	-----------------	------	------------

## COMPULSORY ATTENDANCE AGE

Under South Dakota law, a child who is at least six (6) years old by the first day of September, but who has not exceeded the age of eighteen (18), is of compulsory school age. It is the responsibility of every person having under their control a child between those ages to see to the child's attendance at school, **either public, nonpublic, or alternative instruction** until the child has reached the age of eighteen (18), unless excused.

All children shall attend kindergarten prior to age seven. Any child who transfers from another state may proceed in a continuous educational program without interruption if the child has not previously attended kindergarten.

Any person who does not see to the school attendance **or alternate instruction** of a child in their care may be guilty of a misdemeanor and if convicted, may be subject to a fine as established by law.

No student will be denied the right of attending school without due process of law.

### SCHOOL-BASED GED PROGRAM

~~Students enrolled in high school may be eligible for a school-based GED preparatory program if they meet the following criteria:~~

- ~~● Sixteen or seventeen years of age, and~~
- ~~● The student must present written permission from the student's parent or guardian and one of the following:~~
  - ~~1. Verification from a school administrator that the child will not graduate with the child's cohort class because of credit deficiency;~~
  - ~~2. Authorization from a court services officer;~~
  - ~~3. A court order requiring the child to enter the program;~~
  - ~~4. Verification that the child is under the direction of the Department of Corrections;~~
  - ~~or~~
  - ~~5. Verification that the child is enrolled in Job Corps as authorized by Title 1-C of the Workforce Investment Act of 1998, as amended to January 1, 2009.~~

## REFERENCES

**State Reference:**

[SDCL 13-27-1](#)

[SDCL 13-27-1.1](#)

[SDCL 13-27-2](#)

[SDCL 13-27-11](#)

[SDCL 13-27-12](#)

[SDCL 13-27-16](#)

[SDCL 13-32-4.1](#)

**Policy Reference:**

## Adoption History

First Reading	10/12/10		
Approved	10/25/10		
First Reading- Revisions	11/09/15		
Approved - Revisions	11/23/15		

SECTION	<b>J</b>	TITLE	<b>STUDENTS</b>	FILE	<b>JEAA</b>
---------	----------	-------	-----------------	------	-------------

## STUDENTS ALTERNATIVE INSTRUCTION

Children of compulsory school age must regularly attend school, either public, nonpublic, or alternative instruction.

### **Notification:**

Notification of alternative instruction must be submitted on the South Dakota Department of Education notification form that declares the child will be provided with alternative instruction. The notification may be submitted electronically through the SD Department of Education's online system or by providing the completed paper notification form to the District or the SD Department of Education. If the District receives a completed paper notification form, the District will date and sign or stamp the form acknowledging receipt of the notification and provide a copy to the parent, guardian or other person having control of the child. The District will then provide the completed paper notification form to the SD Department of Education. The notification will be kept confidential.

The alternative instruction notification shall be submitted to the SD Department of Education or the District within thirty (30) days from the first time the child begins an alternative instruction program, enrolls in a public or nonpublic school, or moves to a different school district. Upon filing of a notification with the SD Department of Education or the District from the parent, guardian or other person having control of the child, the South Dakota Department of Education or the District has been notified that the child is being provided with alternative instruction.

### **Enrollment on Partial Basis:**

Upon request from a child's parent or legal guardian, the District will admit a child who is a resident of the District who is being provided alternative instruction to enroll in one or more classes, while receiving alternative instruction for the balance of his or her education. Upon enrollment, the partially enrolled alternative instruction students must comply with the District's rules and procedures and have the same rights and responsibilities as publicly enrolled students.

### **Open Enrollment:**

School board approval is required in order for a nonresident alternative instruction student to be enrolled in the District, in accordance with the District's open enrollment policy.

Note: The Department of Education Form, Alternative Instruction Notification can be found on the South Dakota Department of Education website under "Home School".

**REFERENCES**

**State Reference:**

[SDCL 13-27-1](#)  
[SDCL 13-27-2](#)  
[SDCL 13-27-3](#)  
[SDCL 13-27-7](#)  
[SDCL 13-27-8](#)  
[SDCL 13-27-9](#)  
[SDCL 13-27-29](#)

**Policy Reference:**

[IGDK](#)  
 JEC  
 JECAA  
 JECB  
 JEG

**Adoption History**

First Reading	8/8/11		
Approved	8/22/11		
First Reading-Revision	11/9/15		
Approved - Revision	11/23/15		
First Reading-Revision	8/15/16		
Approved - Revision	8/29/16		
First Reading	6/27/19		
Approved - Revision	7/22/19		
First Reading-Revision	1/24/2022		
Approved - Revision	2/14/2022		

SECTION	<b>J</b>	TITLE	<b>STUDENTS</b>	FILE	<b>JEB</b>
---------	----------	-------	-----------------	------	------------

**ENTRANCE AGE**

KINDERGARTEN

All children entering kindergarten for the first time must be five (5) years of age on or before September 1.

When a child has been enrolled in kindergarten prior to moving to the District and does not meet South Dakota entrance age requirements, a conference involving the building principal, the teacher, and the parent will be held. The parent will be informed that the child will be placed in kindergarten on a trial basis until such time as the principal and teacher can determine whether the welfare of the child can best be served by retaining him/her in school or by withholding admission until the following school year. In most cases, the trial period will not exceed two or three weeks.

FIRST GRADE

All children entering first grade must be six (6) years of age before September 1. A parent may request a waiver of compulsory attendance requirement under the age of seven years of age. First grade transfer students who do not meet state age requirements will be handled in the same manner as the kindergarten students. A student not yet prepared for first grade may be placed in kindergarten.

Proof of birth date will be required, by submitting a certified copy of the child's birth certificate or affidavit. The school will make a copy of the original and place it in the school files

**REFERENCES**

**State Reference:**

- [SDCL 13-27-1](#)
- [SDCL 13-27-3.1](#)
- [SDCL 13-28-2](#)

**Policy Reference:**



SECTION	<b>J</b>	TITLE	<b>STUDENTS</b>	FILE	<b>JEC</b>
---------	----------	-------	-----------------	------	------------

**SCHOOL ADMISSIONS**

In accordance with state law, all persons five (5) years old by September 1st and under twenty-one (21) years of age and all veterans (except dishonorably discharged veterans) who are residents of the District will be eligible to attend the public schools free of charge, if they have not already received a high school diploma.

Upon registration, all new student will be required to present:

1. Proof of date of birth through a birth certificate.
2. Record of immunizations and a health certificate from a licensed physician.
3. Proof of school district residency.

At the time of student enrollment, each building administrator is responsible for verifying school district residency to determine whether the student is entitled to free school privileges

The following references to South Dakota Codified Laws are to be used in determining the legal residence of each student: SDCL 13-28-5, 13-28-9, and 13-28-10.

Accordingly, any child of school age, who has “school residence” within the District is entitled to attend school without tuition charge.

School residence is the legal residence of the student’s parents. However, if there is a guardian, other than the parents, then the school residence is the legal residence of such guardian. The follow definition applies:

**GUARDIAN** – To be a guardian, there must be a Court Order or Decree entered by the Court. A certified copy of the decision of the Court should be required for any enrollee who claims school residence because he/she has a guardian.

The person with whom a child is living, other than parent or guardian, may request the school board to accept the child as a resident of the school district.

The Board’s decision shall be based upon consideration of:

1. Equality of educational facilities.
2. The wishes of the resident taxpayers.
3. The best interests of all the students

4. The best interests of the child being assigned.

The burden of proof regarding matters of school residency rests with the child's parent or guardian

**THIS SECTION IS BLANK INTENTIONALLY.**

#### REFERENCES

**State Reference:**

[SDCL 13-28-5](#)

[SDCL 13-28-9](#)

[SDCL 13-28-10](#)

**Policy Reference:**

#### Adoption History

Approved	8/30/82		
First Reading - Revision	8/10/93		
Approved- Revision	8/24/93		

First Reading- Revision	8/11/97		
Approved- Revision	8/25/97		
First Reading- Revision	8/15/16		
Approved- Revision	8/29/16		

SECTION	<b>J</b>	TITLE	<b>STUDENTS</b>	FILE	<b>JECA</b>
---------	----------	-------	-----------------	------	-------------

**ADMISSION OF RESIDENT STUDENTS**

The legal residence of a student, for the purpose of claiming free school privileges under the South Dakota Constitution will mean the legal residence or domicile of the student's parents or legal guardian.

The parents or legal guardian may not establish residency in a District for the sole purpose of obtaining free schooling in that District.

A child's school residence may not change during the school fiscal year unless the child ceases to be enrolled in the school of the district.

When a child is residing in a foster home on a permanent or temporary basis, the child has school residence in the district where the foster home is located.

**Children of Military Personnel**

A child meets the residency requirement for school attendance in the school district in which the parent or guardian resides or will reside if the parent or guardian of the child is transferred to or is pending transfer to a military installation within the state while on active military duty pursuant to an official military order. Upon issuance of such order, the child is eligible to be registered and enrolled with a state-approved distance learning provider by the school district in which the parent or guardian will reside. A military installation is a base, camp, post, station, yard, center, or other installation under the jurisdiction of the United States Department of Defense.

**REFERENCES**

- State Reference:**  
[SDCL 13-28-9](#)  
[SDCL 13-28-10](#)  
[SDCL 13-33-23.1](#)

**Policy Reference:**



SECTION	<b>J</b>	TITLE	<b>STUDENTS</b>	FILE	<b>JECAC</b>
---------	----------	-------	-----------------	------	--------------

### TRANSFER FROM AN ACCREDITED SCHOOL

Upon recommendation of the Superintendent **or designee**, the Board may award credit for promotion and/or graduation through the results of proficiency testing, correspondence courses, and other educational endeavors during the regular school year which are not within the school curriculum. In awarding credit, the course or program must be pre-approved by the Principal, Superintendent and Board.

The District shall accept transfer credits earned by a student outside the regular school year for any course taken by the student from another school accredited by the South Dakota Department of Education.

The District shall accept the transfer credits only if the parents or emancipated student notifies the high school principal in writing, prior to taking the course(s) for which credit is to be received. The notification must include the student's name, the starting and ending dates for each course to be taken, the school accredited by the South Dakota Department of Education from which the course is to be taken, and provide documented verification of enrollment or registration for the course. The course syllabus must be attached to the notification.

If the school fails to receive such prior written notice, the school shall refuse to accept the credits.

If, upon review of the coursework for which transfer credit is sought, the principal determines that the course rigor is not sufficient to meet the graduation requirements established by the South Dakota Board of Education or by the District, the transfer credits earned by the student for the course will count as elective credits, but the course will not count as a course required for graduation.

If the principal determines that the credit(s) do not meet graduation requirements, the principal shall notify the student in writing and explain the reason for that determination and to cite the provisions of formally adopted school policy that apply.

The following procedure shall be used to address an appeal of the Principal's decision.

1. The appeal shall be in writing. The appealing party must attach the Principal's written decision.
2. In the Superintendent's sole discretion, the Superintendent may (a) meet and discuss the matter with the Complainant, (b) meet and discuss the matter with the Complainant and Principal, or (c) meet and discuss the matter with the Principal.

3. Within fourteen (14) calendar days from the date the appeal was filed with the Superintendent, the Superintendent shall render a decision in writing. The time frame for rendering a decision by the Superintendent may be extended by the Superintendent for good cause and upon written notification to the Complainant and Principal; the notification shall identify the reason for the extension and the date on or before which the decision shall be rendered. The Complainant and Principal shall receive copies of the decision. The Superintendent may uphold, reverse or modify the Principal's decision. The Superintendent may also refer the matter back to the Principal for further investigation. The Principal may uphold, modify or reverse his or her initial decision. After a matter has been referred back to the Principal, and the Principal rendered a second decision, that decision may also be appealed to the Superintendent.
4. The Superintendent's decision may be appealed by the Complainant to the School Board within (10) ten calendar days of receipt of the Superintendent's written decision.

The following procedure shall be used to address an appeal of the Superintendent's decision.

1. An appeal to the School Board shall be in writing. The Complainant must attach the complaint, the Principal's written decision if a decision was rendered, the appeal to the Superintendent, the response to the appeal, and the Superintendent's decision.
2. The appeal must be filed with the President/Chairperson of the School Board or Business Manager within ten (10) calendar days of Complainant's receipt of the Superintendent's written decision.
3. The School Board shall schedule a date, time and location for the appeal hearing.

## REFERENCES

**State Reference:**

[SDCL 13-33-30](#)

**Policy Reference:**

IGC

## Adoption History



SECTION	<b>J</b>	TITLE	<b>STUDENTS</b>	FILE	<b>JECAA</b>
---------	----------	-------	-----------------	------	--------------

**GRADE PLACEMENT AND CREDITS OF STUDENT ENROLLING FROM UNACCREDITED SCHOOLS AND ALTERNATIVE INSTRUCTION**

An elementary aged child who has been attending an unaccredited school in another state or country or has been receiving alternate instruction and seeks to enroll in the District shall be placed at the child’s demonstrated level of proficiency as established by the standardized test administered to enrolled students in that grade in this District. Such child’s placement may ~~not~~ be in a **one** grade level higher than warranted by the child’s chronological age assuming entry into the first grade at age six and annual advancement thereafter. After initial placement, the child may be advanced according to his/her demonstrated performance.

A child of secondary school age who has been attending an unaccredited school in another state or country or has been receiving alternate instruction and seeks to enroll in the District shall be placed in English and math at the level of achievement demonstrated by standardized tests administered to enrolled students of that age, and in all other subjects on a review of transcripts according to this policy. The child’s placement may ~~not~~ be in a **one** grade level higher than warranted by the child’s chronological age assuming entry into the first grade at age six and annual grade advancement thereafter. After initial placement, the student may be advanced according to his/her demonstrated performance.

Procedures for determining units of credit for high school age students who have attended an unaccredited school or alternative program:

1. The principal shall appoint a credit review committee consisting of the high school staff deemed appropriate, and the parents or guardians. The purpose of the credit review committee is to make recommendations to the principal regarding which high school credits should be awarded to the applicant for work completed in the unaccredited school or alternative instruction program.
2. The credit review committee shall ensure that the student enrolling has completed at least one standardized achievement test in the areas of English and Math selected by and administered by the school district.
3. The credit review committee shall recommend to the principal units of credit for English and Mathematics based on the student's composite Subtest achievement scores in Reading (English) and Mathematics as deemed appropriate by the committee.
4. The credit review committee shall recommend to the principal units of credit for subjects other than English and Mathematics based upon factors, including but not limited to the following: classes taken, transcripts, class or course syllabus for each course taken, and

District approved minimum competency tests in particular subject areas.

5. Should there not be a consensus within the credit review committee, the committee shall submit to the principal the differing recommendations and the rationale for each recommendation given.
6. Upon receipt of the credit review committee recommendations, the principal shall determine which credits are to be applied for purposes of grade and class placement and toward graduation credits.
7. All students who have attended an unaccredited school or alternative program and enrolling in the District shall be required to meet District graduation requirements before being issued a diploma.

Any parent or guardian who is dissatisfied with the secondary placement by the principal of the child may appeal it to the secretary of the Department of Education.

The following procedure shall be used to address an appeal of the Principal's decision

1. The appeal shall be in writing. The appealing party must attach the Principal's written decision.
2. In the Superintendent's sole discretion, the Superintendent may (a) meet and discuss the matter with the Complainant, (b) meet and discuss the matter with the Complainant and Principal, or (c) meet and discuss the matter with the Principal.
3. Within fourteen (14) calendar days from the date the appeal was filed with the Superintendent, the Superintendent shall render a decision in writing. The time frame for rendering a decision by the Superintendent may be extended by the Superintendent for good cause and upon written notification to the Complainant and Principal; the notification shall identify the reason for the extension and the date on or before which the decision shall be rendered. The Complainant and Principal shall receive copies of the decision. The Superintendent may uphold, reverse or modify the Principal's decision. The Superintendent may also refer the matter back to the Principal for further investigation. The Principal may uphold, modify or reverse his or her initial decision. After a matter has been referred back to the Principal, and the Principal rendered a second decision, that decision may also be appealed to the Superintendent.

The Superintendent's decision may be appealed by the Complainant to the Secretary of Education within (10) ten calendar days of receipt of the Superintendent's written decision.

## REFERENCES

### **State Reference:**

[SDCL 13-27-29](#)

[SDCL 13-27-1](#)

[SDCL 13-27-3](#)

[SDCL 13-28-21](#)

**Policy Reference:**

JEAA

JEC

**Adoption History**

First Reading	11/13/90		
Approved	12/10/90		
First Reading - Revisions	11/09/15		
Approved- Revisions	11/23/15		
First Reading - Revisions	08/15/16		
Approved- Revisions	08/29/16		

SECTION	<b>J</b>	TITLE	<b>STUDENTS</b>	FILE	<b>JECBA</b>
---------	----------	-------	-----------------	------	--------------

**ADMISSION OF EXCHANGE AND FOREIGN STUDENTS**

Foreign exchange students must meet all District entrance requirements (i.e., age, place of residence, immunization). International students will be able to participate in a foreign exchange program approved by the school board.

Proper I-20 forms (US Department of Homeland Security documents) and any other required papers must be processed by the District, the student, and the sponsoring organization before an international student can be formally admitted to school. The school board reserves the right to limit the number of foreign exchange students, require a proficiency level of English, and limit participation to grades 11 and 12 in order to insure the continued quality of educational programming in the school district.

To assure that the District and the foreign exchange student interests are met, the guidelines in the following areas are provided in the Administrative Regulation JECBA-R.

1. Acceptance of students from approved organizations.
2. Quantity of students accepted in any one year.
3. Communication channels between school, foreign exchange program sponsor, and host family.
4. Grade level placement.

**REFERENCES**

**State Reference:**

- [SDCL 13-27-3.1](#)
- [SDCL 13-28-10](#)
- [SDCL 13-28-5](#)
- [SDCL 13-28-7.1](#)
- [SDCL 13-28-9](#)

**Policy Reference:**

**Adoption History**

First Reading	6/10/86		
Approved	7/18/86		
First Reading - Revision	8/13/90		
Approved - Revision	8/28/90		
First Reading - Revision	8/12/96		
Approved - Revision	8/26/96		
First Reading - Revision	6/28/07		
Approved - Revision	7/10/07		
First Reading - Revision	11/9/15		
Approved - Revision	11/23/15		

SECTION	<b>J</b>	TITLE	<b>STUDENTS</b>	FILE	<b>JECBA-R</b>
---------	----------	-------	-----------------	------	----------------

**ADMISSION OF EXCHANGE STUDENTS REGULATION**

The following guidelines will be in effect relative to the admittance of foreign exchange students to Douglas High School.

1. The sponsoring program will be a member of the CSIET (Council on Standards for International Education Travel). The area representative of the sponsoring program must live in the local area.
2. The principal at Douglas High School, or his/her designee, along with the Board of Education, will reserve the right to admit up to four (4) foreign exchange students during a given school term.
3. Exchange students will not be approved unless they have a reasonable command of the English language.
4. The program sponsor, and not the host family, will secure written acceptance from the high school principal, or his/her designee, for the admission of a foreign exchange student. This will be done prior to confirming the student assignment of the participant with the host family. The sponsor will obtain the necessary J-1 exchange visa. Principals will not complete I-20 forms for exchange students.

The program sponsor, in cooperation with the Douglas High School guidance personnel, will complete necessary academic forms to be forwarded to the school/consulate in the student's country.

5. Exchange students will be required to take the appropriate course of study as prescribed by Douglas School District 51-1 and the state of South Dakota.
6. Douglas High School guidance personnel, with principal/designee input, will upon a thorough review of the student's transcripts make the decision for appropriate class (grade level) placement. A student will not be placed in the Senior class unless they reach age 17 prior to the date of Commencement.
7. Exchange students enrolled in the senior class will be recognized during the Graduation Commencement Ceremony as having been a Foreign Exchange Student at Douglas High School and will be given a Certificate of Attendance.
8. Exchange students will not be granted a high school diploma

--

REFERENCES
<b>State Reference:</b>
<b>Policy Reference:</b>

Adoption History
11/13/12

SECTION	<b>J</b>	TITLE	<b>STUDENTS</b>	FILE	<b>JECE</b>
---------	----------	-------	-----------------	------	-------------

**STUDENT WITHDRAWAL FROM SCHOOL**

Student withdrawal from school may be classified into two categories: those who transfer to another school system, either public or private; and those who withdraw from permanent attendance at any school (dropouts).

If a student wishes to withdraw from school to transfer to another school district, he /she should see the principal who will instruct him/her as to procedure. When transferring to another school, a student should make arrangements with the office to forward credits to the proper school. All outstanding obligations to the school the student is currently enrolled in must be satisfied before credits can be transferred.

~~The Board is very concerned about those students who may permanently withdraw from school.~~ **believes all students should remain in school.** The Board **also** believes a high school diploma signifies the minimum preparation for life. Consequently, students who withdraw from school may have less than a minimum preparation. Therefore, the Board ~~strongly urges~~ **expects** every teacher, guidance counselor, principal, parent, guardian and citizen to exert all influence to keep all students in school through high school graduation.

~~The instructional~~ **The board expects** staff ~~should be~~ **will remain** alert to potential dropouts. ~~and do everything possible to~~ **Staff will** give the necessary guidance to such students, **modify the program as appropriate**, The regular school program should be organized and modified to suit the student's needs and aspirations. **and** conferences with parents ~~may be necessary~~. All students should be asked to notify the principal before withdrawing. **Staff will notify the principal prior to processing any withdrawal.** The school should keep in contact with students who have withdrawn.

Students who are 18 years of age, and who have parent or guardian written approval to withdraw, may withdraw from school. Each student will be informed of his/her right to be readmitted to school upon request.

Students seeking re-admittance to the district schools will be permitted to re-enroll **subject to residency and other legal requirements.** ~~at the beginning of established semesters, and will be required to provide notification of their intent to re-enroll one week prior to the start of a semester.~~

--

<b>REFERENCES</b>
-------------------

<b>State Reference:</b>
<b>Policy Reference:</b>

<b>Adoption History</b>
-------------------------

First Reading	11/23/15		
Approved	12/14/15		

SECTION	<b>J</b>	TITLE	<b>STUDENTS</b>	FILE	<b>JF</b>
---------	----------	-------	-----------------	------	-----------

**STUDENT RIGHTS AND RESPONSIBILITIES**

The Board recognizes that it has the responsibility to assure students the legal rights that are theirs by virtue of guarantees **offered to all** ~~offered all~~ persons under the federal and state constitutions and statutes. In connection with rights are responsibilities that must be assumed by students

Students are responsible for the way they exercises their rights, and must accept the consequences of their actions and recognize the boundaries of their rights. Each exercise of an individual's rights must demonstrate respect for the rights of others.

STUDENT RIGHTS IN PUBLIC SCHOOLS

These statements set forth the rights of students in the public schools of the District and the responsibilities that are inseparable from these rights:

1. Civil rights—including the rights to equal educational opportunity and freedom from discrimination; the responsibility not to discriminate against others.
2. The right to attend free public schools; the responsibility to attend school regularly and to observe school rules essential for permitting others to learn at school.
3. The right to due process of law with respect to suspension and expulsion.
4. The right to free inquiry and expression; responsibility to observe reasonable rules regarding these rights.
5. The right to privacy, which includes privacy in respect to the student's school records.

As part of the educational process, students should be made aware of their legal rights and of the legal authority of the Board to make, and delegate authority to its staff to make rules regarding orderly operation of the schools

**REFERENCES**

**State Reference:**

**Policy Reference:**  
JFCD

**Adoption History**

First Reading	11/23/15		
Approved	12/14/15		

SECTION	<b>J</b>	TITLE	<b>STUDENTS</b>	FILE	<b>JFA</b>
---------	----------	-------	-----------------	------	------------

## STUDENT DUE PROCESS RIGHTS

Discipline in the schools is critical to the provision and implementation of public education. The Board and school administrators have the legal authority to deal with disruptive students and student misconduct. The United States Constitution and the South Dakota Constitution entitle all students to due process when they are subjected to deprivation of a property right. The Board recognizes the importance of safeguarding a student's constitutional rights.

Due process is an established course for judicial proceedings or other governmental activities designed to safeguard the legal right of the individual.

A student whose conduct may warrant suspension or expulsion shall be provided with appropriate due process. Due process, in the context of the administrative proceedings carried out by school authorities, refers to the notification and hearing procedures established by the South Dakota Board of Education

Due process procedures shall be fair and apply equally to all. Fairly enforcing due process procedures involves:

- Adequate and timely notice and an opportunity to prepare a defense;
- An opportunity to be heard at a reasonable time and in a meaningful manner and;
- The right to a speedy and impartial hearing on the merits of the case.

The Legislature, under SDCL 13-32-4 and 13-32-4.2, requires that each school district board shall provide procedural due process hearing for students in accordance with rules developed by the State Board of Education when the suspension or expulsion of a student extends into the eleventh school day.

In accordance with SDCL 13-32-4 and 13-32-4.2, the Douglas School Board sets forth guidelines to be used by the superintendent and principals of the Douglas School District for short term suspension and long-term suspension or expulsion. A copy of the Student Due Process Policy may be acquired from the school principal or superintendent's office.

As a parent or student you have due process rights as provided by law and as set forth in the regulations associated with this policy.

SPECIAL EDUCATION STUDENTS

Students who attend public school on an individualized educational program (IEP) are subject to due process procedures established by the South Dakota Board of Education under administrative rules for special education. The administration shall consult with a student’s individualized education program (IEP) team to balance student disciplinary actions with the provision of a free and appropriate public education for students with disabilities.

## REFERENCES

**State Reference:**

[SDCL 1-26-26](#)

[SDCL 13-32-4](#)

[SDCL 13-32-4.2](#)

[SDCL 13-32-4.7](#)

[ARSD 24:05:26](#)

[ARSD 24:05:26.01](#)

[ARSD 24:05:30](#)

[ARSD 24:07](#)

**Policy Reference:**

## Adoption History

First Reading	10/13/81		
Approved	11/12/81		
First Reading – Revision	8/24/93		
Approved – Revision	9/27/93		
First Reading – Revision	1/8/96		
Approved – Revision	1/22/96		
First Reading – Revised Regulations	10/27/97		
Approved – Revised Regulations	11/10/97		
First Reading –	11/23/15		

Revision			
Approved – Revision	12/14/15		

SECTION	<b>J</b>	TITLE	<b>STUDENTS</b>	FILE	<b>JFA-R</b>
---------	----------	-------	-----------------	------	--------------

## STUDENT DUE PROCESS

Definition of Terms: Terms used in this regulation, unless the context plainly requires otherwise, mean:

1. "Expulsion," the action of the school board that terminates a student's membership in school for not more than 12 consecutive months.
2. "Long-term Suspension," the exclusion of a student by the superintendent or school board from a class or classes or from school for more than 10 but not more than 90 school days.
3. "Short-term Suspension," the exclusion of a student by a principal or superintendent from a class or from school for not more than 10 school days.
4. "Parent," a parent, guardian, or person in charge of a student.
5. "Policy," a rule, regulation, or standard enacted by a school district board.

### SHORT-TERM SUSPENSION PROCEDURES

If a short-term suspension from a class, classes, or school is anticipated because of a student's violation of a policy, the principal or superintendent shall give oral or written notice to the student as soon as possible after discovery of the alleged violation, stating the facts that form the basis for the suspension. The student must be given the opportunity to answer the charges. If a student is suspended, the principal or superintendent **designee** shall give the parent oral notice, if possible, and shall send the parent or a student who is 18 years of age or older or an emancipated minor a written notice which provides information regarding the student's due process rights. A student who is an unemancipated minor may not be removed from the school premises before the end of the school day without contacting a parent unless the student's presence poses a continuing threat or danger, in which case the student may be immediately removed from the school and transferred into the custody of a parent or law enforcement.

### LONG-TERM SUSPENSION PROCEDURES

The Superintendent must file a sealed, written report with the school board by the end of the fifth school day following the first day of the long-term suspension and may request that a hearing be held before the school board. The report must include the facts of the situation, the action taken, the reasons for the action, and the Superintendent's decision or recommendation. The report must remain in the possession of the school board secretary or business manager, sealed and unavailable for review by individual school board members, until the time set for a hearing. The Superintendent must send a copy of the report to the student's parent or to the student if the student is 18 years of

age or older or an emancipated minor at the same time the report is filed with the school board's secretary or business manager.

If the Superintendent finds grounds for a long-term suspension from a class or classes, the Superintendent may exclude the student from a class or classes by using the short-term suspension procedure in §24:07:02:01. The Superintendent shall give a written notice to the student's parent or to a student who is 18 years of age or older or an emancipated minor and may schedule a hearing. The notice shall contain the following minimum information:

1. The rule, regulation or policy allegedly violated;
2. The reason for the disciplinary proceedings;
3. Notice of the right to request a hearing or waive the right to a hearing;
4. A description of the hearing procedure;
5. A statement that the student's records are available at the school for examination by the student's parents, or their authorized representative; and
6. A statement that the student may present witnesses.

If a hearing is requested, the Superintendent shall set the date, time and place for the hearing and send notice to each school board member, as well as a notice by certified mail, return receipt requested, to the student's parent or to a student who is 18 years of age or older or an emancipated minor.

If no hearing is requested or the hearing is waived, the action of the Superintendent is final.

#### Hearing Procedures - Long-term Suspension:

The school board shall constitute the hearing board and shall conduct the hearing in the following manner:

1. A school board member or a school board designee who is not an employee of the school district shall be appointed as the hearing officer.
2. Each party may make an opening statement.
3. Each party may introduce evidence, present witnesses and examine and cross-examine witnesses.
4. Each party may be represented by an attorney.
5. The school administration shall present its case first.
6. The hearing shall be closed to the public. A verbatim record of the hearing will be made and will be sealed pending court order.
7. Witnesses may be present only when testifying. All witnesses shall take an oath or affirmation to be administered by the school board president or business manager.
8. Each party may raise objections; however, objections shall be limited to relevancy and scope of the questions.
9. All relevant evidence shall be admitted; however, unproductive or repetitious evidence may be limited by the hearing officer.
10. The hearing officer may ask questions of witnesses and may allow other school board

members to interrogate witnesses.

11. Each party may make a closing statement.
12. After the hearing, the school board shall continue to meet in executive session for deliberation. No one other than the hearing officer may meet with the school board during deliberation. The school board may seek advice during deliberation from an attorney. Consultation with any other person during deliberation may occur only if a representative of the student is present.
13. The decision of the school board shall be based solely on the evidence presented at the hearing and shall be formalized by a motion made in open meeting. The motion must omit the name of the student and must state the reason for the board's action. The school board shall notify the student or the student's parents in writing of the decision. The notice must state the length of the suspension or expulsion.

### EXPULSION PROCEDURES

Written Report Required. If expulsion is anticipated because of a student's violation of a rule or policy or for insubordination or misconduct, the Superintendent must file a sealed written report with the school board no later than the end of the fifth school day following the first day of the student's removal from one or more classes or from school and schedule a hearing before the school board. The report must include the facts of the situation, the action, the reasons for the action and the Superintendent's recommendation. The report must remain in the possession of the school board secretary, sealed and unavailable for review by individual school board members, until the time set for a hearing.

At the same time that the report is filed with the school board's secretary, the Superintendent must send a copy of the report to the student's parent or to the student if the student is 18 years of age or older or is an emancipated minor.

Notice of Hearing. If the Superintendent finds grounds for expulsion from one or more classes or from school, the Superintendent may exclude the student immediately by using the short-term suspension procedure. The Superintendent shall give a written notice to one or both of the student's parents or to a student who is 18 years of age or older or an emancipated minor. The notice must contain the following information at a minimum:

1. The rule, regulation, or policy allegedly violated;
2. The reason for the disciplinary proceedings;
3. Notice of the right to request a hearing;
4. A description of the hearing procedure;
5. A statement that the student's records are available at the school for examination by the student's parent or parents or another authorized representative;
6. A statement that the student may present witnesses; and
7. A statement that the student may be represented by an attorney.

The Superintendent shall set the date, time, and place for the school board hearing. Superintendent shall send notice of the hearing to each school board member by first class mail and to the student's

parent or to a student who is 18 years of age or older or an emancipated minor by certified mail, return receipt requested. If the Superintendent recommends expulsion, the school board must act on the recommendation before it is implemented.

Right of Waiver. The student, if of the age of majority or emancipated, or the student's parent may waive the right to a hearing in writing to the Superintendent. If the hearing is not waived, the hearing shall be held on the date and at the time and place set in the hearing notice unless a different date, time, and place are agreed to by the parties. If the hearing is waived in writing, the school board may consider the matter at a regular or special meeting without further notice to the student or the student's parents.

#### Hearing Procedures - Expulsion:

The school board is the hearing board and shall conduct the hearing in the following manner:

1. The school board shall appoint a school board member or a person who is not an employee of the school district as the hearing officer.
2. Each party may make an opening statement.
3. Each party may introduce evidence, present witnesses, and examine and cross-examine witnesses.
4. Each party may be represented by an attorney.
5. The school administration shall present its case first
6. The hearing is closed to the public. The school board shall make a verbatim record of the hearing by means of an electronic or mechanical device or by court reporter. This record and any exhibits must be sealed and must remain with the hearing officer until the appeal process has been completed.
7. Witnesses may be present only when testifying. All witnesses must take an oath or affirmation administered by the school board president, hearing officer or other person authorized by law to take oaths and affirmations.
8. Each party may raise any legal objection to evidence.
9. The hearing officer shall admit all relevant evidence; however, the hearing officer may limit unproductive or repetitious evidence.
10. The hearing officer may ask questions of witnesses and may allow other school board members to interrogate witnesses.
11. Each party may make a statement.
12. After the hearing, the school board shall continue to meet in executive session for deliberation. No one other than the hearing officer may meet with the school board during deliberation. The school board may seek advice during deliberation from any attorney who has not represented any of the parties to the hearing. Consultation with any other person during deliberation may occur only if a representative of the student is present.
13. The decision of the school board must be based solely on the evidence presented at the hearing and must be formalized by a motion made in open meeting. The motion shall omit the name of the student and shall state the reason for the board's action. The school board shall notify the student's parent or parents or a student who is 18 years of age or older or who is an emancipated minor in writing of the decision. The notice shall state the length of the expulsion.

Right of Appeal Suspensions and Expulsions: The student may appeal an adverse decision by the school board to the circuit court.

Attendance Policies: The attendance policy of a school district may not exclude a student from one or more classes or from a school for more than ten consecutive school days without providing due process procedures.

Referral to Placement Committee of Expelled or Long-term Suspended Students: Whenever a student identified as in need of special assistance or prolonged assistance pursuant to SDCL 13-37-1 is expelled or subjected to long-term suspension, a referral shall be made by the Superintendent to the District's placement committee. The placement committee shall determine whether the action, behavior or activity which resulted in the long-term suspension or expulsion is the result of the student's disabling condition. If the placement committee determines that the long-term suspension or expulsion of a student is based upon action, behavior or activity by the student arising from the student's disabling condition, the placement committee shall immediately prepare a revised individual education plan to provide educational services to the student. The student's long-term suspension or expulsion may terminate upon implementation of the student's revised individual educational plan. Any suspension of more than ten school days constitutes a change in placement and must be agreed to by the parent. For long-term suspensions, the procedure in §24:05:26:09 applies. For expulsions, the procedure in §24:06:26:01:08 applies.

## REFERENCES

**State Reference:**

**Policy Reference:**

## Adoption History

Regulations Revised 10/97

SECTION	<b>J</b>	TITLE	<b>STUDENTS</b>	FILE	<b>JFAA</b>
---------	----------	-------	-----------------	------	-------------

### SEARCH AND SEIZURE - STUDENT

All District property, including, but not limited to, real estate, buildings, offices, desks, storage areas, lockers, computer systems and equipment, voicemail, and vehicles, is owned by the District, and is intended for educational purposes and District business, at all times.

Individuals using District-owned property (system users) shall have no expectation of privacy when using school property. The District reserves the right to monitor, inspect, copy, review and store (at any time and without notice) all usage of District property including computer and computer systems, including all internet and electronic communications access and transmission/receipt of materials and information. All material and information accessed and/or received through district computers and computer systems shall remain the property of the school district.

System users have no right of privacy and should have no expectation of privacy in materials sent, received, or stored in District-owned computers or on the District system or within the physical area of the District. School officials reserved the right to review District system/ property use at any time to determine if such use meets the criteria set forth in school board policies and District regulations. Routine maintenance and monitoring of the system and physical plant may lead to the discovery that the user has or is violating District policy or law. Once a problem is discovered, an individual search may be conducted. The search/investigation will be reasonable and will be in keeping with the nature of the alleged misconduct.

Employees or students violating acceptable use of District property, or policy, may be subject to disciplinary action by the Superintendent or designee, depending on the nature of the violation.

### REFERENCES

**State Reference:**

[SDCL 13-5-1](#)

[SDCL 13-8-39](#)

**Policy Reference:**





# Classified Proposed

Step + \$1.20/hour

Cost: \$381,400.00

## Old Pay Scale

	1	2	3	4	5	6	7
A	\$13.00	\$13.75	\$14.50	\$15.25	\$16.00	\$16.75	\$17.50
B	\$13.50	\$14.25	\$15.00	\$15.75	\$16.50	\$17.25	\$18.00
C	\$14.25	\$15.00	\$15.75	\$16.50	\$17.25	\$18.00	\$18.75
D	\$14.75	\$15.50	\$16.25	\$17.00	\$17.75	\$18.50	\$19.25
E	\$15.00	\$15.75	\$16.50	\$17.25	\$18.00	\$18.75	\$19.50
F	\$15.50	\$16.25	\$17.00	\$17.75	\$18.50	\$19.25	\$20.00
G	\$15.75	\$16.50	\$17.25	\$18.00	\$18.75	\$19.50	\$20.25
H	\$16.25	\$17.00	\$17.75	\$18.50	\$19.25	\$20.00	\$20.75
I	\$17.25	\$18.00	\$18.75	\$19.50	\$20.25	\$21.00	\$21.75
J	\$18.50	\$19.25	\$20.00	\$20.75	\$21.50	\$22.25	\$23.00
K	\$19.00	\$19.75	\$20.50	\$21.25	\$22.00	\$22.75	\$23.50
L	\$19.50	\$20.25	\$21.00	\$21.75	\$22.50	\$23.25	\$24.00
M	\$20.50	\$21.25	\$22.00	\$22.75	\$23.50	\$24.25	\$25.00
N	\$23.50	\$24.25	\$25.00	\$25.75	\$26.50	\$27.25	\$28.00
O	\$26.75	\$27.50	\$28.25	\$29.00	\$29.75	\$30.50	\$31.25
P	\$31.75	\$32.50	\$33.25	\$34.00	\$34.75	\$35.50	\$36.25

## New Pay Scale

	1	2	3	4	5	6	7
A	\$14.20	\$14.95	\$15.70	\$16.45	\$17.20	\$17.95	\$18.70
B	\$14.70	\$15.45	\$16.20	\$16.95	\$17.70	\$18.45	\$19.20
C	\$15.45	\$16.20	\$16.95	\$17.70	\$18.45	\$19.20	\$19.95
D	\$15.95	\$16.70	\$17.45	\$18.20	\$18.95	\$19.70	\$20.45
E	\$16.20	\$16.95	\$17.70	\$18.45	\$19.20	\$19.95	\$20.70
F	\$16.70	\$17.45	\$18.20	\$18.95	\$19.70	\$20.45	\$21.20
G	\$16.95	\$17.70	\$18.45	\$19.20	\$19.95	\$20.70	\$21.45
H	\$17.45	\$18.20	\$18.95	\$19.70	\$20.45	\$21.20	\$21.95
I	\$18.45	\$19.20	\$19.95	\$20.70	\$21.45	\$22.20	\$22.95
J	\$19.70	\$20.45	\$21.20	\$21.95	\$22.70	\$23.45	\$24.20
K	\$20.20	\$20.95	\$21.70	\$22.45	\$23.20	\$23.95	\$24.70
L	\$20.70	\$21.45	\$22.20	\$22.95	\$23.70	\$24.45	\$25.20
M	\$21.70	\$22.45	\$23.20	\$23.95	\$24.70	\$25.45	\$26.20
N	\$24.70	\$25.45	\$26.20	\$26.95	\$27.70	\$28.45	\$29.20
O	\$27.95	\$28.70	\$29.45	\$30.20	\$30.95	\$31.70	\$32.45
P	\$32.95	\$33.70	\$34.45	\$35.20	\$35.95	\$36.70	\$37.45