

DOUGLAS SCHOOL DISTRICT
BOARD OF EDUCATION

AGENDA

Monday, June 26, 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/99721952270?pwd=K1BQL3BvMXowNjE2YUJQc0hNR2Nrdz09>

Meeting ID: 997 2195 2270

Passcode: 996506

Individuals attending virtually and desiring to speak during the 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 June 12, 2023.
 - B. Approve Personnel Action
 - C. Approve Financial Reports

- D. Approve the Purchases and Issuing of Accounts Payable.
 - E. Approve Conflict Disclosures and Waiver Authorizations Pursuant to SDCL 3-23-3
 - F. Approve Sale or Disposal of End-Of-Life and Obsolete Technology Equipment.
9. Items Removed From Consent Agenda
10. Elementary and Secondary Curriculum and Instruction Items:
- A. First Reading of DSD Student Handbooks
11. Superintendent Items:
12. Fiscal Resources Items:
13. Operational Support Services Items:
- A. Approve SECOND READING of Board Policies, Section JECAA-JFAA.
 - B. Approve FIRST READING of REVISED Board Policy GCEA, Job Sharing For Professional Staff.
14. Reports:
- A. Superintendent:
 - B. Committee Reports From Board Members and Comments from Associate Board Members
15. Upcoming Calendar Events:
July 10 - Regular & Annual BOE Meetings, 5:00 pm
16. Adjournment

SECTION	B	TITLE	Board Governance and Operations	FILE	BDDH
---------	----------	-------	--	------	-------------

Public Participation at Board Meetings

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

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

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

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

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

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

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

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

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

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

1. Agenda and Non Agenda Items:

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

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

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

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

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

3. Authority of Presiding Officer:

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

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

REFERENCES

State Reference:

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

Policy Cross Reference:

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

Adoption History

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

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

DATE _____

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

Please print legibly.

	Name & Address	Email & Phone #	Topic / Item #
1			
2			
3			
4			
5			
6			
7			
8			
9			

SECTION	B	TITLE	Board Governance and Operations	FILE	BDDH-E(2)
---------	----------	-------	--	------	------------------

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, June 12, 2023

The Douglas School District No. 51-1 Board of Education held a Regular meeting on Monday, June 12, 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, Fran Apland: Associate Board Member, Present via Zoom.

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

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

There was nothing for public forum.

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

Motion to approve the consent agenda, Items 7A and 7C-7E. This motion, made by Cathy Melendez and seconded by Tonya Amaral, Carried.

Approved Regular Board Meeting Minutes of May 22, 2023.

Approved Accounts Payable Report for June 15, 2023 and May Payroll Expenditures. (Attachments)

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

Approved the tentative Douglas Transportation Schedule for the 2023-24 school year.

Motion to approve Personnel Action. (Attachment). This motion, made by Amy McGovern and seconded by Chris Misselt, Carried. Abstain (With Conflict): Gray

Elementary and Secondary Curriculum and Instruction Items:

Executive Director of Elementary Academics Ann Pettit presented the K-5 Acadience Reading student data for the beginning of the year, middle of the year and end of year, over the past 4 years. There continues to be strong gains in reading as 70% of elementary students are currently at or above the benchmark compared to 45% in 2019. Looking at the data at building and grade level supports decisions for future professional development, curriculum alignment, professional learning communities and the need for common formative assessments.

Executive Director of Secondary Academic Kit Veit shared the data from NWEA (Northwest Evaluation Association) MAP Growth. This is the first year to measure the math, reading, language usage and science data for grades 6-12.

Executive Director of Secondary Academics Kit Veit explained that Black Hills Online Learning will be used for high school credit recovery this summer. Student can earn up to one credit.

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.

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

Operational Support Services Items:

Motion to approve the surplus of two (2) district power washers. This motion, made by Amy McGovern and seconded by Cathy Melendez, Carried.

Motion to approve Second Reading of Revised or Reviewed Douglas District School Board Policies, Section J - Students. (JA-JECAC). This motion, made by Amy McGovern and seconded by Cathy Melendez, 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 First Reading of Revised or Reviewed Douglas District School Board Policies, Section J – Students, JECAA-JFAA. This motion, made by Chris Misselt and seconded by Amy McGovern, Carried.

- Revised Board Policy JECAA - Grade Placement and Credits of Student Enrolling from Unaccredited Schools & Alternative Instruction
- Reviewed Board Policy JECBA - Admission of Exchange and Foreign Students
- Reviewed Board Policy Regulation JECBA-R - Admission of Exchange Students Regulation

Revised Board Policy JECE - Student Withdrawal from School
Reviewed Board Policy JF - Student Rights and Responsibilities
Reviewed Board Policy JFA - Student Due Process Rights
Revised Board Policy Regulation JFA-R - Student Due Process
Reviewed Board Policy JFAA - Search and Seizure - Student

Motion to approve Bid Item #377 Francis Case Roof Replacement as recommended to the lowest bidder. The bid is awarded to Black Hills Roofing in the amount of \$686,686.00. This motion, made by Amy McGovern and seconded by Cathy Melendez, Carried.

Reports:

Superintendent Kevin Case reported that he felt some progress was made at the base meeting in May. They discussed the urgency for funding, the source for funding and the importance of accurate numbers and demographics.

He also commented that he spent two days helping with an Adaptive Schools Training in Illinois. He will assist with the training next month at Douglas.

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

Fran Apland thanked Ms. Pettit and Ms. Veit for presenting the student data, and Mr. Gusso for his work on the board policies giving consideration to the military families.

Board members appreciated the data presentation.

Motion to move into executive session at 5:42. This motion, made by Cathy Melendez and seconded by Amy McGovern, Carried.

President Gray brought the Board out of executive session at 6:09 p.m.

Motion to approve the Board's last best offer for DEA Negotiations for the 2023-24 school year. This motion, made by Cathy Melendez and seconded by Amy McGovern, Carried.

Motion to approve proposed salary schedule for Speech Language Pathologists for the 2023-24 school year. This motion, made by Amy McGovern and seconded by Chris Misselt, Carried.

Motion to approve the proposed pay scale for classified employees for the 2023-24 school year. This motion, made by Tonya Amaral and seconded by Amy McGovern, Carried.

Motion to approve a base salary of \$57,500 for coordinators for the 2023-24 school year. This motion, made by Amy McGovern and seconded by Cathy Melendez, Carried.

Motion to approve a base salary of \$89,250 for building administrative personnel for the 2023-24 school year. This motion, made by Cathy Melendez and seconded by Amy McGovern, Carried.

Motion to approve a 6% increase to the base salary for three (3) Executive Directors, Business Manager and Superintendent for the 2023-24 school year. This motion, made by Amy McGovern and seconded by Cathy Melendez, Carried.

Motion to adjourn the meeting at 6:12 p.m. This motion, made by Cathy Melendez and seconded by Amy McGovern, Carried.

Tanya Gray, President

Trista Olney, Business Manager

_____ Initials

_____ Date

Published once at the total approximate cost of _____.

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
GENERAL FUND			<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
CAPITAL OUTLAY			<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
SPECIAL ED			<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
GRANTS			<hr/> 100,185.03
			<hr/> 399,829.31
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
FOOD SERVICE			<hr/> 14,447.69
			<hr/> 14,447.69
Grand Total:			<hr/> 414,277.00

PAYROLL EXPENDITURES

MAY 5 2023

MAY 19 2023

TOTALS

\$1,001,497.13

\$1,078,116.36

	Karina Brown	Food Service Worker, VES	\$13.50/hr	2023-2024	
Temporary Hires					
	Name	Position	Salary	Effective Date	
	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.

DOUGLAS SCHOOL DISTRICT**PERSONNEL ACTION 6/26/23****Certified Professional Growth Plans**

Name	Building	Position
Arianna Grindle	Hlgh School	Language Arts
Bridget Bollinger	VES	5th Grade

Certified AOS Payments

Donna Curry	\$150.00
Sarah Reimer	\$50.00
Brianna Marty	\$1,000

Certified Resignations/Retirements/Terminations

Name	Position	Location	Effective Date
Melissa Hubbell	DMS Librarian	DMS	6/12/2023, \$1000 Liquidated Damages after June 1

Classified Voluntary Transfer Request

Name	From Bldg / Position / Hrs / Wage	To Bldg / Position / Hrs / Wage	Effective Date
Shawn Connor	DMS Night Custodian	DMS Day Custodian/	
Chonda Prentice	DMS / FSW /7hr	DMS / FSW/ 5hr	
Johanna Burgerhout	DMS/ FSW/ 5hr	DMS / FSW/ 7hr	

Certified Staff Hiring

Name	Location / Position	Wage	Effective Date
Cliff Mills	DMS Math	B/7 \$56,625	2023-2024

Classified Staff Hiring

Name	Location / Position	Wage	Effective Date
Annette Mackaben	DMS/ Special Education Aide	\$16.20/hr	2023-2024

Temporary Hires

Name	Position	Salary	Effective Date
Andrew Divis	Student Activity Worker	\$15/hr 95% of Step 1	2023-2024

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

May 1, 2023 FINANCIAL	GENERAL FUND	CAPITAL OUTLAY	SPECIAL EDUCATION
BALANCE 04/ 30/ 23	(513,250.23)	(502,621.91)	730,983.82
RECEIPTS:			
TAXES	1,372,346.31	1,127,939.18	603,198.04
INTEREST	1,580.39		
ADMISSIONS			
LOCAL	1,522.02	1,672.24	
COUNTY	11,530.66		
STATE	1,223,549.00		201,198.25
FEDERAL	551.16		635,932.00
OTHER	15.00		
INTERFUND TRAN.	16,183.25		
TOTAL RECEIPTS:	2,627,277.79	1,129,611.42	1,440,328.29
DISBURSEMENTS:			
VERIFIED CLAIMS	189,293.02	(1,477,447.73)	14,538.34
SALARIES	1,585,734.73	-	329,853.94
TRANSFERS OUT			
BALANCE 05/31/23	338,999.81	2,104,437.24	1,826,919.83
BALANCE 05/ 31/ 22	(261,960.40)	266,461.55	2,066,014.91

May 1, 2023 FINANCIAL	FEDERAL PROJECTS	UNEMPLOY- MENT FUND
BALANCE 04/ 30/ 23	(3,392,139.16)	49,497.51
RECEIPTS:		
LOCAL		
STATE		
FEDERAL	542,485.00	
REIMBURSEMENTS		
OTHER (LOCAL) -AFROTC	575.98	
INTERFUND TRAN.		
TRANSFER IN		
TOTAL RECEIPTS:	543,060.98	-
DISBURSEMENTS:		
VERIFIED CLAIMS	15,643.09	
SALARIES	79,931.09	-
TRANSFERS OUT		
BALANCE 05/31/23	(2,944,652.36)	49,497.51
BALANCE 05/ 31/ 22	(1,120,132.89)	50,823.66

May 1, 2023	DEP CARE	MEDICAL REIMB	IMPACT AID
FINANCIAL			
BALANCE 04/ 30/ 23	75.07	1,603.11	24,577,122.54
RECEIPTS:			
INTEREST			16,183.25
FEDERAL			3,271,654.00
LOCAL	1,373.76	1,500.02	
OTHER			
INTERFUND TRAN.			
LOANS			
TOTAL RECEIPTS:	1,373.76	1,500.02	3,287,837.25
DISBURSEMENTS:			
VERIFIED CLAIMS	1,373.76	100.70	-
EXPENDITURES/ TRANSFERS OUT			16,183.25
BALANCE 05/31/23	75.07	3,002.43	27,848,776.54
BALANCE 05/ 31/ 22	728.48	2,755.76	23,349,102.54

May 1, 2023	FOOD	FIDUCIARY
FINANCIAL	SERVICE	FUNDS
BALANCE 04/ 30/ 23	389,049.64	261,702.60
RECEIPTS:		
INTEREST		
SALES	47,534.54	
STATE		
FEDERAL	50,325.91	
LOCAL	942.85	34,689.40
OTHER		
INTERFUND TRAN.		
LOANS		
TOTAL RECEIPTS:	98,803.30	34,689.40
DISBURSEMENTS:		
VERIFIED CLAIMS	133,847.29	16,093.62
SALARIES	20,208.90	
BALANCE 05/31/23	333,796.75	280,298.38
BALANCE 05/ 31/ 22	439,987.49	223,300.60

Board Report - For School Board 06/29/2023

<u>Vendor Name</u>	<u>Check #</u>	<u>Expensed</u>	<u>Amount</u>
A TO Z SHREDDING	182564		669.95
AMAZON.COM	182565		1,021.23
AMICK SOUND INC	182566		327.34
API SYSTEMS INTEGRATORS	182567		800.00
APPLE EDUCATION	182568		570.00
BAUDVILLE, INC.	182476		772.73
BLACK HILLS ENERGY- AUTO PAY	108		29,408.18
BOB'S AUTO GLASS	182570		163.02
BOX ELDER HARDWARE	182571		643.99
BOX ELDER POST OFFICE	182476		117.65
BRIGHTLY SOFTWARE	182572		1,323.00
CARQUEST AUTO PARTS	182573		86.18
CASH - BUILDINGS & GROUNDS	182574		31.52
CASH - CO	182575		1,178.00
CENTURYLINK	182576		426.40
CITY OF BOX ELDER/PUBLIC WORKS DEPT	182577		5,584.21
ELEVATE RAPID CITY	182476		25.00
EVERGREEN OFFICE PRODUCTS	182579		1,305.00
FULL CIRCLE PADDING	182476		67.95
G & H DISTRIBUTING, INC. - RAPID CITY	182580		216.86
HOWARD WOOD RELAYS	182476		50.00
KIEFFER SANITATION, INC.-AUTO PAY	109		2,456.18
LAKESHORE LEARNING MATERIALS	182581		32.99
LEAD/DEADWOOD SCHOOL DISTRICT	182582		120.00
LOWE'S BUSINESS ACCOUNT	182476		2,189.00
LYNN JACKSON SHULTZ & LEBRUN PC INC	182583		4,604.00
MIDCONTINENT COMMUNICATIONS- AUTO PAY	107		1,450.34
MONTANA DAKOTA UTILITIES COMPANY, INC.	182584		1,387.48
NAESP	182476		259.00
NORCOSTCO	182476		471.27
NORTH CENTRAL SUPPLY, INC.	182585		3,881.11
NORTHWEST PIPE FITTINGS, INC.	182586		586.40
PAPER DIRECT	182476		371.89
POWER HOUSE HONDA	182587		213.71
PRAIRIE AUTO PARTS INC	182588		188.01

Board Report - For School Board 06/29/2023

<u>Vendor Name</u>	<u>Check #</u>	<u>Expensed</u>	<u>Amount</u>
RAPID CITY JOURNAL	182589		503.82
RAPID ROOTER	182590		75.00
RDO EQUIPMENT	182591		435.69
RISK ADMINISTRATION SERVICES INC	182592		68,990.01
RIVERSIDE TECHNOLOGIES INC	182593		5,014.00
SAM'S CLUB	182476		336.28
SEAMS 2 EASY	182476		355.27
SECURITY SUPPLY DIRECT	182476		167.76
SHERATON HOTEL AND CONVENTION CENTER	182595		225.00
SOWERS AND SON LAUNDRY	182476		147.35
SUPER8-SF	182476		1,799.82
TEMPERATURE TECHNOLOGY INC	182596		301.02
TRU BY HILTON	182598		439.84
VANWAY TROPHY & AWARD, INC.	182600		42.80
VERIZON WIRELESS	182601		339.72
WHISLER BEARING COMPANY	182602		49.80
GENERAL FUND			<hr/> 142,222.77
BLACK HILLS SPECIAL SERVICES COOPERATIVE	182569		13,423.59
CASH - CO	182575		20.00
CROOKS, TERESA	182578		267.54
RISK ADMINISTRATION SERVICES INC	182592		12,093.63
SD DEPARTMENT OF HUMAN SERVICES	182594		138.29
SPECIAL ED			<hr/> 25,943.05
AMAZON.COM	182565		(167.16)
CASH - CO	182575		92.00
DAKOTA TRAVEL	182476		839.40
DOMINOS PIZZA- BOX ELDER	182476		151.53
EDLIO INC	182476		5,000.00
ELEVATE RAPID CITY	182476		25.00
KAHOOT! ASA	182476		126.17
SAM'S CLUB	182476		300.32
THINKING COLLABORATIVE, LLC	182597		2,904.00
TUCKER, CONNIE	182599		1,500.00
GRANTS			<hr/> 10,771.26
			<hr/> 178,937.08
AMAZON.COM	12125		351.88

Board Report - For School Board 06/29/2023

<u>Vendor Name</u>	<u>Check #</u>	<u>Expensed</u>	<u>Amount</u>
CASH-WA DISTRIBUTING COMPANY, INC.	12126		653.26
DAKOTA WAREHOUSE	12127		160.00
FIDUCIARY ACCOUNT	12128		520.00
GENERAL FUND	12129		34,416.56
PRAIRIE FARMS	12130		918.09
REINHART FOOD SERVICE LLC	12131		678.80
RISK ADMINISTRATION SERVICES INC	12134		2,391.36
SERVALL TOWEL & LINEN SUPPLY, INC.	12132		67.83
SPANIER, CHRISTINA	12133		17.50
FOOD SERVICE			<hr/> 40,175.28
			<hr/> 40,175.28
Grand Total:			<hr/> 219,112.36

Site Name	Resource Name	Barcode	Serial Number	Status
Technology Department	APC BK350 Battery Pack	200000034	AB0212128078	Ready for Disposal
Technology Department	Apple A1367 30 GB iPod Touch	230000072	9C035NH575J	Ready for Disposal
Technology Department	Apple iMac 21.5" Desktop	220005188	Please Add	Ready for Disposal
Technology Department	Apple iMac 21.5" Desktop	220005770	C02KM69GDNCR	Ready for Disposal
Technology Department	Apple iMac 21.5" Desktop	220005771	C02KM6DYDNCR	Ready for Disposal
Technology Department	Apple iMac 21.5" Desktop	220005773	C02KM9GUDNCR	Ready for Disposal
Technology Department	Apple iMac 21.5" Desktop	220005774	C02KMA8KDNCR	Ready for Disposal
Technology Department	Apple iMac 21.5" Desktop	220005777	C02KM3G4DNCR	Ready for Disposal
Technology Department	Apple iMac 21.5" Desktop	220005780	C02KM3U6DNCR	Ready for Disposal
Technology Department	Apple iMac 21.5" Desktop	220005781	C02KM9FUDNCR	Ready for Disposal
Technology Department	Apple iMac 21.5" Desktop	220005783	C02KM3TUDNCR	Ready for Disposal
Technology Department	Apple iPad 2 - 16 GB iPad	240000192	DMPHM07XDJ8V	Ready for Disposal
Technology Department	Apple iPad 2 - 16 GB iPad	240000193	DMPHM1E8FJ8V	Ready for Disposal
Technology Department	Apple iPad 3 - 16 GB iPad	240000195	DYTHLKR1DVD3	Ready for Disposal
Technology Department	Apple iPad 6 - 32 GB iPad	240001643	DMPWH19NJJF8J	Ready for Disposal
Technology Department	Apple iPad 6 - 32 GB iPad	240001714	DMPWJYS9JF8J	Ready for Disposal
Technology Department	Apple iPad 6 - 32 GB iPad	240001947	DMQWLC7JJF8J	Ready for Disposal
Technology Department	Apple iPad 6 - 32 GB iPad	240002091	DMRWL15NJJF8J	Ready for Disposal
Technology Department	Apple iPad 6 - 32 GB iPad	240002365	GG7WWQM8JF8J	Ready for Disposal
Technology Department	Apple iPad Mini 4 iPad	240002435	F9FWGFT5GHKJ	Ready for Disposal
Technology Department	Apple iPad Mini - 16 GB iPad	240001268	F4KKQXX7F196	Ready for Disposal
Technology Department	Apple Mac Mini Desktop	220005726	N/A	Ready for Disposal
Technology Department	Apple Mac Mini Desktop	220005763	N/A	Ready for Disposal
Technology Department	Apple Mac Mini Desktop	220005765	N/A	Ready for Disposal
Technology Department	Apple MacBook Air 13" 1.4 Laptop	20006006	N/A	Ready for Disposal
Technology Department	Apple MacBook Air 13" 1.4 Laptop	220005623	C02J2PF2DITY3	Ready for Disposal
Technology Department	Apple MacBook Air 13" 1.4 Laptop	220005757	C1MKWYQMDTY	Ready for Disposal
Technology Department	Apple MacBook Air 13" 1.4 Laptop	220005931	C02LC1VAF6T6	Ready for Disposal
Technology Department	Apple MacBook Air 13" 1.4 Laptop	220006000	C02N2A8MG085	Ready for Disposal
Technology Department	Apple MacBook Air 13" 1.4 Laptop	220006001	C02N2AGZ085	Ready for Disposal
Technology Department	Apple MacBook Air 13" 1.4 Laptop	220006002	C02N2AJCG085	Ready for Disposal
Technology Department	Apple MacBook Air 13" 1.4 Laptop	220006003	C02N2AJDG085	Ready for Disposal
Technology Department	Apple MacBook Air 13" 1.4 Laptop	220006004	C02N2APXG085	Ready for Disposal
Technology Department	Apple MacBook Air 13" 1.4 Laptop	220006005	C02N2AJXG085	Ready for Disposal
Technology Department	Apple MacBook Air 13" 1.4 Laptop	220006007	N/A	Ready for Disposal
Technology Department	Apple MacBook Air 13" 1.4 Laptop	220006008	C02N2AK6G085	Ready for Disposal
Technology Department	Apple MacBook Air 13" 1.4 Laptop	220006009	N/A	Ready for Disposal
Technology Department	Apple MacBook Air 13" 1.4 Laptop	220006010	C02N2AJUG085	Ready for Disposal
Technology Department	Apple MacBook Air 13" 1.4 Laptop	220006012	C02N2AK1G085	Ready for Disposal
Technology Department	Apple MacBook Air 13" 1.4 Laptop	220006013	C02N2AKHG085	Ready for Disposal
Technology Department	Apple MacBook Air 13" 1.4 Laptop	220006014	C02N2AKJG085	Ready for Disposal
Technology Department	Apple MacBook Air 13" 1.4 Laptop	220006015	C02N2AJWG085	Ready for Disposal
Technology Department	Apple MacBook Air 13" 1.4 Laptop	220006016	C02N2AK9G085	Ready for Disposal
Technology Department	Apple MacBook Air 13" 1.4 Laptop	220006017	C02N2AK0G085	Ready for Disposal
Technology Department	Apple MacBook Air 13" 1.4 Laptop	220006018	C02NAZKKG085	Ready for Disposal
Technology Department	Apple MacBook Air 13" 1.4 Laptop	220006021	C02N2JM2G085	Ready for Disposal
Technology Department	Apple MacBook Air 13" 1.4 Laptop	220006022	C02N2JPZG085	Ready for Disposal
Technology Department	Apple MacBook Air 13" 1.4 Laptop	220006023	C02N2JQKG085	Ready for Disposal
Technology Department	Apple MacBook Air 13" 1.4 Laptop	220006024	C02N2JR8G085	Ready for Disposal
Technology Department	Apple MacBook Air 13" 1.4 Laptop	220006027	C02N2G1DG085	Ready for Disposal
Technology Department	Apple MacBook Air 13" 1.4 Laptop	220006032	C02N2P0QG085	Ready for Disposal
Technology Department	Apple MacBook Air 13" 1.4 Laptop	220006033	C02N2P0TG085	Ready for Disposal
Technology Department	Apple MacBook Air 13" 1.4 Laptop	220006034	C02N2P0XG085	Ready for Disposal
Technology Department	Apple MacBook Air 13" 1.4 Laptop	220006035	C02N2JRLG085	Ready for Disposal
Technology Department	Apple MacBook Air 13" 1.4 Laptop	220006036	N/A	Ready for Disposal
Technology Department	Apple MacBook Air 13" 1.4 Laptop	220006037	C02N2P1BG085	Ready for Disposal
Technology Department	Apple MacBook Air 13" 1.4 Laptop	220006040	N/A	Ready for Disposal
Technology Department	Apple MacBook Air 13" 1.4 Laptop	220006041	C02N2NZTG085	Ready for Disposal
Technology Department	Apple MacBook Air 13" 1.4 Laptop	220006042	C02N2P0ZG085	Ready for Disposal
Technology Department	Apple MacBook Air 13" 1.4 Laptop	220006043	C02N2P11G085	Ready for Disposal
Technology Department	Apple MacBook Air 13" 1.4 Laptop	220006044	C02N2P15G085	Ready for Disposal
Technology Department	Apple MacBook Air 13" 1.4 Laptop	220006045	C02N2JNWG085	Ready for Disposal
Technology Department	Apple MacBook Air 13" 1.4 Laptop	220006046	C02N2JRG085	Ready for Disposal
Technology Department	Apple MacBook Air 13" 1.4 Laptop	220006047	C02N2P1KG085	Ready for Disposal
Technology Department	Apple MacBook Air 13" 1.4 Laptop	220006048	C02NP25G085	Ready for Disposal
Technology Department	Apple MacBook Air 13" 1.4 Laptop	220006049	C02N2P2AG085	Ready for Disposal

Technology Department	Bretford T5585LL/A Mobile Charging Cart	210000015	None	Ready for Disposal
Technology Department	Bretford TL474LL/A Mobile Charging Cart	210000002	None	Ready for Disposal
Technology Department	Bretford TL474LL/A Mobile Charging Cart	210000007	None	Ready for Disposal
Technology Department	Bretford TL474LL/A Mobile Charging Cart	210000008	None	Ready for Disposal
Technology Department	Bretford TL474LL/A Mobile Charging Cart	210000009	None	Ready for Disposal
Technology Department	Bretford TL474LL/A Mobile Charging Cart	210000013	None	Ready for Disposal
Technology Department	Bretford TL474LL/A Mobile Charging Cart	210000016	None	Ready for Disposal
Technology Department	Bretford TL474LL/A Mobile Charging Cart	210000024	None	Ready for Disposal
Technology Department	Bretford TL474LL/A Mobile Charging Cart	210000027	None	Ready for Disposal
Technology Department	Bretford TL474LL/A Mobile Charging Cart	210000028	None	Ready for Disposal
Technology Department	Bretford TL474LL/A Mobile Charging Cart	210000032	None	Ready for Disposal
Technology Department	Bretford TL474LL/A Mobile Charging Cart	210000036	None	Ready for Disposal
Technology Department	Bretford TL474LL/A Mobile Charging Cart	210000082	None	Ready for Disposal
Technology Department	Bretford TL474LL/A Mobile Charging Cart	210000139	None	Ready for Disposal
Technology Department	Bretford TX323LL/A Mobile Charging Cart	210000035	A3CMN0236	Ready for Disposal
Technology Department	Bretford TX323LL/A Mobile Charging Cart	210000066	A4SMN0207	Ready for Disposal
Technology Department	Bretford TX323LL/A Mobile Charging Cart	210000069	E12AT00114	Ready for Disposal
Technology Department	Bretford Unknown Mobile Charging Cart	210000065	None	Ready for Disposal
Technology Department	Document Camera	290000011	D03C03318	Ready for Disposal
Technology Department	Document Camera	290000021	A102HW10A0819	Ready for Disposal
Technology Department	Document Camera	290000041	D22D05156	Ready for Disposal
Technology Department	Document Camera	290000048	D22D02400	Ready for Disposal
Technology Department	Document Camera	290000080	A102HW10A0586	Ready for Disposal
Technology Department	Document Camera	290000083	A102HW10A0045	Ready for Disposal
Technology Department	Document Camera	290000090	D22D05383	Ready for Disposal
Technology Department	EliteDisplay E222 21.5" Monitor	280000006	6CM6091YVS	Ready for Disposal
Technology Department	Global Unknown Mobile Charging Cart	210000014	None	Ready for Disposal
Technology Department	Global Unknown Mobile Charging Cart	210000019	None	Ready for Disposal
Technology Department	Global Unknown Mobile Charging Cart	210000083	None	Ready for Disposal
Technology Department	HP EliteBook 810 Laptop	220006230	8CG51503DR	Ready for Disposal
Technology Department	HP EliteBook 810 Laptop	220006231	8CG51503DF	Ready for Disposal
Technology Department	HP EliteBook 810 Laptop	220006233	8CG51503DW	Ready for Disposal
Technology Department	HP EliteBook 810 Laptop	220006235	8CG51503DT	Ready for Disposal
Technology Department	HP EliteBook 810 Laptop	220006241	8CD51503FN	Ready for Disposal
Technology Department	HP EliteBook 810 Laptop	220006242	8CG51503D5	Ready for Disposal
Technology Department	HP EliteBook 810 Laptop	220006243	8CG51503D7	Ready for Disposal
Technology Department	HP EliteBook 810 Laptop	220006244	8CG51503FB	Ready for Disposal
Technology Department	HP EliteBook 810 Laptop	220006245	8CG51503DG	Ready for Disposal
Technology Department	HP EliteBook 810 Laptop	220006246	8CG51503d6	Ready for Disposal
Technology Department	HP EliteBook 810 Laptop	220006247	8CG51503FM	Ready for Disposal
Technology Department	HP EliteBook 810 Laptop	220006249	8CG51503DN	Ready for Disposal
Technology Department	HP EliteBook 810 Laptop	220006251	8CG51503DL	Ready for Disposal
Technology Department	HP EliteBook 810 Laptop	220006257	5CG51503FP	Ready for Disposal
Technology Department	HP EliteBook 810 Laptop	220006259	8CG51503DQ	Ready for Disposal
Technology Department	HP EliteBook 810 Laptop	220006260	8CG51503DC	Ready for Disposal
Technology Department	HP EliteBook 810 Laptop	220006263	8CG51503DX	Ready for Disposal
Technology Department	HP EliteBook 810 Laptop	220006265	8CG51503DV	Ready for Disposal
Technology Department	HP EliteBook 810 Laptop	220006266	8CG51503FH	Ready for Disposal
Technology Department	HP EliteBook 810 Laptop	220006269	8CG51503F8	Ready for Disposal
Technology Department	HP EliteBook 810 Laptop	220006270	8CG51503DP	Ready for Disposal
Technology Department	HP EliteBook 810 Laptop	220006271	8CG51503FQ	Ready for Disposal
Technology Department	HP EliteBook 810 Laptop	220006273	8CG51503FD	Ready for Disposal
Technology Department	HP EliteBook 810 Laptop	220006274	8CG51503FF	Ready for Disposal
Technology Department	HP EliteBook 810 Laptop	220006276	8CG51503D9	Ready for Disposal
Technology Department	HP EliteBook 810 Laptop	220006277	8CG51503DB	Ready for Disposal
Technology Department	HP EliteBook 810 Laptop	220006278	8CG51503F1	Ready for Disposal
Technology Department	HP EliteBook 810 Laptop	220006279	8CG51503D8	Ready for Disposal
Technology Department	HP EliteBook 810 Laptop	220006281	8CG51503F9	Ready for Disposal
Technology Department	HP EliteBook 810 Laptop	220006282	8CG51503F7	Ready for Disposal
Technology Department	HP EliteBook 810 Laptop	220006991	8CG5390Q3V	Ready for Disposal
Technology Department	HP EliteBook 810 Laptop	220006992	8CG5390Q3Q	Ready for Disposal
Technology Department	HP EliteBook 810 Laptop	220006996	8CG5390Q41	Ready for Disposal
Technology Department	HP EliteBook 810 Laptop	220006997	8CG5390Q42	Ready for Disposal
Technology Department	HP EliteBook 810 Laptop	220006999	8CG5390Q3Y	Ready for Disposal
Technology Department	HP EliteBook 810 Laptop	220007265	8CG5390Q48	Ready for Disposal
Technology Department	HP EliteBook 810 Laptop	220007266	8CG539DQ3B	Ready for Disposal
Technology Department	HP EliteBook 810 Laptop	220007267	8CG5390Q35	Ready for Disposal

Technology Department	LG 24" LED Monitor	280000081	ETL480B1827060BC37394B	Ready for Disposal
Technology Department	LG 24" LED Monitor	280000083	815NN1EY00600	Ready for Disposal
Technology Department	LG 24" LED Monitor	280000086	B3LMQS034150	Ready for Disposal
Technology Department	LG 24" LED Monitor	280000115	CN420627ST	Ready for Disposal
Technology Department	LG 24" LED Monitor	280000116	CN420627RB	Ready for Disposal
Technology Department	LG 24" LED Monitor	280000118	CN420627RR	Ready for Disposal
Technology Department	LG 24" LED Monitor	280000122	CN420627RW	Ready for Disposal
Technology Department	LG 24" LED Monitor	280000123	CN420627RQ	Ready for Disposal
Technology Department	LG 24" LED Monitor	280000132	CN420627RM	Ready for Disposal
Technology Department	LG 24" LED Monitor	280000133	CN420245XY	Ready for Disposal
Technology Department	LG 24" LED Monitor	280000154	CN420245WP	Ready for Disposal
Technology Department	Lock n Charge Joey 30 Mobile Charging Cart	210000039	None	Ready for Disposal
Technology Department	Lock n Charge Joey 30 Mobile Charging Cart	210000040	None	Ready for Disposal
Technology Department	Lock n Charge Joey 30 Mobile Charging Cart	210000041	None	Ready for Disposal
Technology Department	Lock n Charge Joey 30 Mobile Charging Cart	210000042	None	Ready for Disposal
Technology Department	Lock n Charge Joey 30 Mobile Charging Cart	210000043	None	Ready for Disposal
Technology Department	Lock n Charge Joey 30 Mobile Charging Cart	210000044	None	Ready for Disposal
Technology Department	Lock n Charge Joey 30 Mobile Charging Cart	210000045	None	Ready for Disposal
Technology Department	Lock n Charge Joey 30 Mobile Charging Cart	210000046	None	Ready for Disposal
Technology Department	Lock n Charge Joey 30 Mobile Charging Cart	210000047	None	Ready for Disposal
Technology Department	Lock n Charge Joey 30 Mobile Charging Cart	210000048	None	Ready for Disposal
Technology Department	Lock n Charge Joey 30 Mobile Charging Cart	210000049	None	Ready for Disposal
Technology Department	Lock n Charge Joey 30 Mobile Charging Cart	210000050	None	Ready for Disposal
Technology Department	Lock n Charge Joey 30 Mobile Charging Cart	210000051	None	Ready for Disposal
Technology Department	Lock n Charge Joey 30 Mobile Charging Cart	210000052	None	Ready for Disposal
Technology Department	Lock n Charge Joey 30 Mobile Charging Cart	210000053	None	Ready for Disposal
Technology Department	Lock n Charge Joey 30 Mobile Charging Cart	210000054	None	Ready for Disposal
Technology Department	Lock n Charge Joey 30 Mobile Charging Cart	210000055	None	Ready for Disposal
Technology Department	Lock n Charge Joey 30 Mobile Charging Cart	210000056	None	Ready for Disposal
Technology Department	Lock n Charge Joey 30 Mobile Charging Cart	210000057	None	Ready for Disposal
Technology Department	Lock n Charge Joey 30 Mobile Charging Cart	210000058	None	Ready for Disposal
Technology Department	Lock n Charge Joey 30 Mobile Charging Cart	210000059	None	Ready for Disposal
Technology Department	Lock n Charge Joey 30 Mobile Charging Cart	210000060	None	Ready for Disposal
Technology Department	Lock n Charge Joey 30 Mobile Charging Cart	210000061	None	Ready for Disposal
Technology Department	Lock n Charge Joey 30 Mobile Charging Cart	210000062	None	Ready for Disposal
Technology Department	Lock n Charge Joey 30 Mobile Charging Cart	210000063	None	Ready for Disposal
Technology Department	Lock n Charge Joey 30 Mobile Charging Cart	210000064	None	Ready for Disposal
Technology Department	MinuteMan Pro 500E UPS	200000086	3d53060100103	Ready for Disposal
Technology Department	Projector	260000004	B012CK30E0306	Ready for Disposal
Technology Department	Projector	260000005	R8K094505052	Ready for Disposal
Technology Department	Projector	260000018	B012BE2600484	Ready for Disposal
Technology Department	Projector	260000021	B012BE2600493	Ready for Disposal
Technology Department	Projector	260000026	B012DH27G0244	Ready for Disposal
Technology Department	Projector	260000027	B012DG03G0372	Ready for Disposal
Technology Department	Projector	260000032	B012BE2600482	Ready for Disposal
Technology Department	Projector	260000033	B012DG03G0376	Ready for Disposal
Technology Department	Projector	260000035	B012BE2600487	Ready for Disposal
Technology Department	Projector	260000037	B012FD13G0226	Ready for Disposal
Technology Department	Projector	260000039	SQ7122001655	Ready for Disposal
Technology Department	Projector	260000048	R8K112904875	Ready for Disposal
Technology Department	Projector	260000059	B012CK30E0336	Ready for Disposal
Technology Department	Projector	260000063	R8K094807209	Ready for Disposal
Technology Department	Projector	260000064	R8K112102759	Ready for Disposal
Technology Department	Projector	260000066	R8K112904607	Ready for Disposal
Technology Department	Projector	260000071	B012FD13G0240	Ready for Disposal
Technology Department	Projector	260000077	SQ7120801016	Ready for Disposal
Technology Department	Projector	260000082	R8K112504099	Ready for Disposal
Technology Department	Projector	260000083	SQ7120801402	Ready for Disposal
Technology Department	Projector	260000084	R8K11306646	Ready for Disposal
Technology Department	Projector	260000085	SQ7120801393	Ready for Disposal
Technology Department	Projector	260000095	SQ7120801013	Ready for Disposal
Technology Department	Projector	260000102	B012FD13G0233	Ready for Disposal
Technology Department	Projector	260000104	B012FD12G0180	Ready for Disposal
Technology Department	Projector	260000109	B012FE05G0299	Ready for Disposal
Technology Department	Projector	260000112	B012BL22A0402	Ready for Disposal
Technology Department	Projector	260000117	B012FD12G0103	Ready for Disposal
Technology Department	Projector	260000119	SQ7120801028	Ready for Disposal

Technology Department	Projector	260000123	B012BE2600469	Ready for Disposal
Technology Department	Projector	260000145	B012CK30E0399x	Ready for Disposal
Technology Department	Projector	260000151	B012CK30E0316	Ready for Disposal
Technology Department	Projector	260000154	B012CF09A0423	Ready for Disposal
Technology Department	Projector	260000159	R8K112102772	Ready for Disposal
Technology Department	Projector	260000162	B012CK30E0399	Ready for Disposal
Technology Department	Projector	260000165	B012DE14J0312	Ready for Disposal
Technology Department	Projector	260000170	R8K112905273	Ready for Disposal
Technology Department	Projector	260000171	SQ7120801056	Ready for Disposal
Technology Department	Projector	260000176	R8K100401452	Ready for Disposal
Technology Department	Projector	260000183	B012FD19G0226	Ready for Disposal
Technology Department	Projector	260000192	B012HC30U0206	Ready for Disposal
Technology Department	Projector	260000193	B012GE24Q0288	Ready for Disposal
Technology Department	Projector	260000204	PW036210001A	Ready for Disposal
Technology Department	Projector	260000205	PW036210004A	Ready for Disposal
Technology Department	Projector	260000218	7100057RA	Ready for Disposal
Technology Department	Projector	260000220	7100063RA	Ready for Disposal
Technology Department	Projector	260000223	7100072RA	Ready for Disposal
Technology Department	Projector	260000224	7100088RA	Ready for Disposal
Technology Department	Projector	260000229	7300339RC	Ready for Disposal
Technology Department	Projector	260000231	7300341RC	Ready for Disposal
Technology Department	Projector	260000233	7300347RC	Ready for Disposal
Technology Department	Projector	260000254	7Y00015RG	Ready for Disposal
Technology Department	Projector	260000267	7100065RA	Ready for Disposal
Technology Department	Projector	260000268	7100076RA	Ready for Disposal
Technology Department	Projector	260000269	7300334RC	Ready for Disposal
Technology Department	Projector	260000270	7500090RC	Ready for Disposal
Technology Department	Projector	260000272	8800003TF	Ready for Disposal
Technology Department	Projector	260000277	8800291TF	Ready for Disposal
Technology Department	Projector	260000280	8800329TF	Ready for Disposal
Technology Department	Projector	260000284	8900099TF	Ready for Disposal
Technology Department	StarTech DKT30SHVAUSP Port Replicator	110000002	N/A	Ready for Disposal
Technology Department	HP Stream 11 G2 Laptop	220007165	5CD61102DH	Ready for Disposal

SECTION	J	TITLE	STUDENTS	FILE	JECAA
---------	----------	-------	-----------------	------	--------------

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	J	TITLE	STUDENTS	FILE	JECBA
---------	----------	-------	-----------------	------	--------------

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	J	TITLE	STUDENTS	FILE	JECBA-R
---------	----------	-------	-----------------	------	----------------

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

State Reference:

Policy Reference:

Adoption History

11/13/12

SECTION	J	TITLE	STUDENTS	FILE	JECE
---------	----------	-------	-----------------	------	-------------

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.~~

--

REFERENCES

State Reference:
Policy Reference:

Adoption History

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

SECTION	J	TITLE	STUDENTS	FILE	JF
---------	----------	-------	-----------------	------	-----------

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	J	TITLE	STUDENTS	FILE	JFA
---------	----------	-------	-----------------	------	------------

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	J	TITLE	STUDENTS	FILE	JFA-R
---------	----------	-------	-----------------	------	--------------

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	J	TITLE	STUDENTS	FILE	JFAA
---------	----------	-------	-----------------	------	-------------

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:

SECTION	G	TITLE	PERSONNEL	FILE	GCEA
---------	----------	-------	------------------	------	-------------

JOB SHARING FOR PROFESSIONAL STAFF

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

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

1. The proposal for the job share will be signed by the participating staff members and the supervising Principal. Each signer and the superintendent or designee will receive a copy.
2. The Superintendent or designee will consider the application, propose any necessary changes, and approve or deny the completed proposal.
3. The agreement will be for one year only and must be renewed each year for continuation.
4. An agreed-upon calendar for days worked will be established with the Contract.
5. Staff members involved in a job share will be evaluated individually according to the board approved evaluation process.
6. A job share teacher, if employed for the full school term, will attain continuing contract status the same as a full-time teacher.
7. Job Share teachers will meet all necessary certification requirements, and teachers will be compensated for their work on a pro-rated basis commensurate with their placement on the negotiated salary schedule.
8. Proration will be calculated as a percentage of the full time contract assigned to each staff member.
9. Salary and leaves will be calculated according to the percentage of the FTE of each position held. **Insurance benefits will be available to both staff members without proration.**
10. Should either staff member be absent, the first effort will be for the two teachers sharing the position to switch days to cover the class. If that is not possible, every effort will be made to secure a substitute teacher. Any additional days worked outside of the contract for either teacher will be paid at their daily rate; and any fewer days worked from the contract will be deducted as leave without pay at their daily rate.
11. In the event that the job share agreement is terminated and the position returns to one person, the Superintendent or designee shall determine which teacher shall be assigned to the full-time position. The other member of the job share agreement will be offered a position of like status for which the staff member is qualified.
12. Once approved, a job-share agreement may only be terminated by the Superintendent or designee. Individual members no longer wishing to participate in the job-share may make their request known through submitting formal resignation of the position or request a Transfer.
13. Should a member of the job share team leave during the school year, the other team member will

have the option of assuming the full position. If the sharing member is not interested in the full position, an effort will be made to employ a job share partner. If a qualified person cannot be found, the remaining staff member will be assigned to the full position.

14. In the event more staff seek to job share the Assignment and Transfer Processes will be used to select the team:
15. Individuals interested in a job share position must give written notification of interest utilizing the district Transfer Process.
16. Individuals being considered for job share may be required to apply and go through the interview process to be considered for a full-time position.
17. Both individuals involved in the job share will be expected to participate in professional development activities on non-student contract days and will be compensated as such.

STANDARD FORM OF JOB SHARE CONTRACT

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

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

REFERENCES

Policy Reference:
GCN

Adoption History

First Reading	3/13/2023		
Approved	3/27/2023		