

DOUGLAS SCHOOL DISTRICT
BOARD OF EDUCATION

AGENDA

Monday, August 12, 2024

**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/93376173815?pwd=o7ShqOWdNvyukzKFC3OYlmJjnnm5y0.1>
Meeting ID: 933 7617 3815
Passcode: 786567

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

{{Name: Agenda Item Name}}

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:
 - We ask
 - We learn
 - We lead
- 5.
6. Public Forum:
7. Approval of Agenda:
8. Consent Agenda Items:
 - A. Approval of Regular Meeting Minutes and Annual Meeting Minutes for July 15, 2024.
 - B. Approve Financial Reports
 - C. Approve the Purchases and Issuing of Accounts Payable and Payroll.

- D. Approve Conflict Disclosures and Waiver Authorizations Pursuant to SDCL 3-23-3
 - E. Approve Mammoth Sports Construction Change Order in the amount of \$15,995.26. After discussion, we have added some additional sidewalks to the project to ensure that the traffic flow makes sense with our new layout. This will include new entry sidewalk from Briggs Street and a new sidewalk from the west side of the high school to the track.
9. Items Removed From Consent Agenda
- A. Approve Personnel Action.
10. Elementary and Secondary Curriculum and Instruction Items:
- A. DSD Summer School Presentation
 - B. Lifeways Partnership
 - C. Approve new DMS/DHS Coaches Handbook for 2024-25 school year.
11. Superintendent Items:
- A. Approve Student Assignment Requests as recommended for the 2024-25 school year.
 - B. Approve Open Enrollment Applications as recommended for the 2024-25 school year.
12. Fiscal Resources Items:
- A. Approve Additional Contingency Transfers for 2023-2024.
 - B. Approve Additional Supplemental Budget for 2023-2024.
 - C. Approve Revised Grant Budgets for 2023-2024.
 - D. Approve the following resolution:

LET IT BE RESOLVED that the Douglas School District 51-1 Board of Education hereby approves and authorizes the transfer of Impact Aid funds.
13. Operational Support Services Items:
- A. 2024 Summer School Feeding Programming
 - B. Approve Second Reading of Revised Board Policy Regulation - GCLA-R Travel Allowance.
 - C. Demolition/Removal of Modular Unit
14. Reports:

A. Superintendent:

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

15. Upcoming Calendar Events:

August 13 - All Staff PD Choices Day

August 16 - Staff Welcome Back, 7:30 am

August 19 - Family Walkthrough, 3:30-7:00 pm

August 21 - First Day of School for Students

August 26 - BOE Meeting, 5:00 pm

16. Executive Session

17. Action As A Result of Executive Session

18. Adjournment

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

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

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

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

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

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

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

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

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

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

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

1. Agenda and Non Agenda Items:

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

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

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

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

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

3. Authority of Presiding Officer:

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

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

REFERENCES

State Reference:

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

Policy Cross Reference:

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

Adoption History

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

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

DATE _____

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

Please print legibly.

	Name & Address	Email & Phone #	Topic / Item #
1			
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SECTION	B	TITLE	Board Governance and Operations	FILE	BDDH-E(2)
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Introduction to Public Forum

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

This is the time for the Public Forum.

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

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

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

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

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

Adopted: 3/14/2022

MINUTES
DOUGLAS SCHOOL DISTRICT
BOARD OF EDUCATION MEETING

Monday, July 15, 2024

The Douglas School District No. 51-1 Board of Education held a Regular meeting on Monday, July 15, 2024 at 5:00 PM in the library conference room at Vandenberg Elementary School, Box Elder, South Dakota. President Tanya Gray presided. Those present were:

Ben Frerichs: Present, Tanya Gray: Present, Amy McGovern: Present, Chris Misselt: Present, Tonya Welch: Present. Patrice Holmes: Associate Member, Present; Tia Mullins: Associate Member, Present.

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 Ben Frerichs and seconded by Amy McGovern, Carried.

Held Public Hearing on the proposed 2024-25 School District Budget. There were no public comments.

Motion to approve the consent agenda - Items 8A-8D. This motion, made by Chris Misselt and seconded by Ben Frerichs, Carried.

Approved Regular Meeting Minutes for June 24, 2024.

Approved Personnel Action for July 15, 2024. (Attachment)

Approved Accounts Payable and Payroll Reports. (Attachments)

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

Superintendent Items

Motion to approve Resolution commending Col Patrice Holmes for her service to the Douglas School District. This motion, made by Chris Misselt and seconded by Ben Frerichs, Carried.

Motion to confirm Col Paul Koecher and CMSgt Tia Mullins as Associate Board Members per School Board Policy BL. This motion, made by Amy McGovern and seconded by Tonya Welch, Carried.

Motion to approve the Staff Handbooks for the 2024-25 school year. This includes the Negotiated Agreement, Speech-Language Pathologist, Classified, Coordinator and Administrator Handbooks. This motion, made by Ben Frerichs and seconded by Amy McGovern, Carried.

Fiscal Resources Items

Motion to approve Contingency Transfer not to exceed \$414,732.98 as presented. This motion, made by Amy McGovern and seconded by Tonya Welch, Carried.

Motion to approve Supplemental Budget in the amount of \$3,903,636.84 as presented. This motion, made by Ben Frerichs and seconded by Amy McGovern, Carried.

Operational Support Services Items

Motion to approve the Badger Clark roof project at a cost of \$834,750 with Sanafil Services Inc. This motion, made by Amy McGovern and seconded by Chris Misselt, Carried.

Motion amended to table approval of Second Reading of revised BOE Policy GCLA-R to make additional language changes. This motion, made by Amy McGovern and seconded by Chris Misselt, Carried.

Motion to approve First Reading of revised Board Policy BHD - Board Member Compensation and Expenses. This motion, made by Amy McGovern and seconded by Tonya Welch, Carried.

Reports

Committee Reports from Board Members and Comments from Associate Board Members

Patrice Holmes said it's been an honor serving on the Board. The military children are near and dear to her, and she appreciates how Douglas is so welcoming.

Amy McGovern has a Box Elder Chamber of Commerce meeting this week.

Tia Mullins thanked board members for the welcome. She is a former Douglas student.

Motion to adjourn the meeting at 5:27 p.m. This motion, made by Ben Frerichs and seconded by Chris Misselt, Carried.

Tanya Gray, President

Trista Olney, Business Manager

_____ Initials

_____ Date

Published once at the total approximate cost of _____.

DOUGLAS SCHOOL DISTRICT**PERSONNEL ACTION 7/15/2024****Certified Professional Growth Plans**

Name	Building	Position	Effective Date
Leighona Blair	DMS	6th ELA Teacher	6/25/2024
Melissa Schwiesow	VES	Instructional Leader	6/27/2024

Classified Service Factor Bonus

Name	Position/Years	Amount	Dates of Service
Luann Stukerjurgan	Registrar / 5 Years	\$313.06	7/9/2019-7/9/2024

Certified Resignations/Terminations

Name	Position	Location	Effective Date
Megan Kvernum	Librarian	MS	07/09/24 assess \$2000 liquidated damages per Board Policy GCPB

Classified Resignations/Terminations

Name	Position	Location	Effective Date
Lisa Allen	LRA	VES	Deceased
Duncan Witt	Instructional Aide	HS	7/9/2024
James Ritter	Custodian	BC	7/3/2024

Classified Voluntary Transfer Request

Name	From Bldg / Position / Hrs / Wage	To Bldg / Position / Hrs / Wage	Effective Date
Kristyn LaBine	BC/Library Aide	MS 7th Grade Math	2024-2025

Certified Staff Hiring

Name	Location / Position	Wage	Effective Date
Karissa Perez	District/Family Services Worker	\$60,200.00	2024-2025

Classified Staff Hiring

Name	Location / Position	Wage	Effective Date
Felicia Sauceman	Instructional Aide (18-21 Program)	\$17.00	2024-2025
Shawn Compton	Tech Coordinator	\$77,800.50	7/15/2024

Temporary Hires

Name	Position	Salary	Effective Date
Andrea Byrd	FC/Team Leader	\$500.00	2023-2024
Kerry Waterson	FC/Team Leader	\$500.00	2023-2024
Judy Badura	FC/Team Leader	\$500.00	2023-2024
Tiffany Thomas	FC/Team Leader	\$500.00	2023-2024

	Colin Weinzirl	FC/Team Leader	\$500.00	2023-2024
	Kaitlin Heier	8th Asst Girls BB Coach	\$2,648.00	2024-2025
	Kaitlin Heier	7th Head Boys BB Coach	\$4,895.00	2024-2025
**	Personnel Action additions and updates made after initial publication and before scheduled school board meeting.			

Board Report - For School Board 07/15/2024

<u>Vendor Name</u>	<u>Check #</u>	<u>Expensed</u>	<u>Amount</u>
11:11 SYSTEMS	184251		13,388.65
AMAZON.COM	184281		204.00
AMERICAN AIRLINES	184281		35.00
AMERICAN SCHOOL BOARD JOURNAL	184252		234.00
ASBSD	184253		4,584.32
ASCD	184254		125.00
BLACK HILLS CHEMICAL CO	184221	X	5,603.76
BLACK HILLS ENERGY- AUTO PAY	180		21,015.13
BOX ELDER HARDWARE	184224	X	83.59
CASE, KEVIN	184281		1,283.80
CENTURYLINK	184226	X	484.90
COLUMN SOFTWARE PBC	184227	X	202.20
DAKOTA BUS SERVICE, INC.	184230	X	4,922.50
DAYS INN SIOUX FALLS	184231	X	287.00
DigiKey	184281		822.35
DYNA-KLEEN SERVICE	184258		22,980.00
EDLIO INC	184259		7,200.00
EMC INSURANCE COMPANIES	184260		506,965.00
FIDUCIARY ACCOUNT	184261		3,124.50
FRERICHS, BENJAMIN	184233	X	18.30
FRONTLINE TECHNOLOGIES GROUP LLC	184262		32,190.84
GRAY, TANYA	184234	X	33.80
INFINITE CAMPUS	184263		16,479.95
INSTITUTE MULTI-SENSORY EDUCATION	184264		7,500.00
KIEFFER SANITATION, INC.-AUTO PAY	178		2,486.32
KOSTERS, TIMOTHY	184236	X	1,334.76
LOAF N JUG	184281		16.99
LODGE AT DEADWOOD, THE	184237	X	1,070.00
MARSH & MCLENNAN AGENCY LLC	184265		81,239.25
MCGOVERN, AMY	184238	X	43.35
MENARDS	184266		44.61
MG OIL COMPANY, INC.	184267		990.26
MIDCONTINENT COMMUNICATIONS- AUTO PAY	177		1,366.87
MOSYLE CORPORATION	184268		5,797.00
NAFIS	184269		4,610.28

Board Report - For School Board 07/15/2024

<u>Vendor Name</u>	<u>Check #</u>	<u>Expensed</u>	<u>Amount</u>
OLNEY, TRISTA	184240	X	103.11
PANERA BREAD - CREDIT CARD	184281		384.08
PENNINGTON COUNTY SHERIFF	184241	X	370.72
PIZZA HUT- BOX ELDER	184281		89.89
POPP BINDING AND LAMINATING, INC	184270		2,082.00
RAMKOTA HOTEL	184242	X	234.00
RISK ADMINISTRATION SERVICES INC	184272		84,748.59
ROUGH RIDER HEALTH PROMOTION	184281		506.00
ROWENHORST, BARBARA	184274		2,400.00
SASD	184275		3,691.00
SERGEANT LABORATORIES	184276		14,564.51
SOFTWARE UNLIMITED INC	184245	X	50.00
SOUTH DAKOTA ONE CALL	184246	X	85.05
SUMMIT COMPANIES	184247	X	6,213.00
TEMPERATURE TECHNOLOGY INC	184249	X	27.40
TIMMONS MARKET	184281		27.76
US BANK	184281		422.73
VERIZON WIRELESS	184278		392.38
VOYAGER FLEET SYSTEMS, INC.	184279		663.94
WELCH, TONYA	184250	X	14.64
WEST RIVER ELECTRIC-AUTOPAY	176		1,331.08
WINNER SCHOOL DISTRICT	184280		5,000.00
GENERAL FUND			872,170.16
BORDER STATES ELECTRIC INC	184223	X	1,131.37
CENTURY BUSINESS	184255		2,941.95
CO-OP ARCHITECTURE	184228	X	2,000.00
FREED'S FLOORS	184232	X	5,237.77
INDEPENDENT WINDOW TINTING, LLC	184235	X	3,075.75
RIDDELL / ALL AMERICAN SPORTS CORP	184271		10,977.70
RIVERSIDE TECHNOLOGIES INC	184273		3,980.00
SECO CONSTRUCTION INC	184243	X	14,834.00
SPORTS IMPORTS	184277		8,178.95
TATCO CONSTRUCTION SERVICES	184248	X	143,773.00
CAPITAL OUTLAY			196,130.49
BLACK HILLS SPECIAL SERVICES COOPERATIVE	184222	X	3,744.59
CLOSING THE GAP	184281		525.00

Board Report - For School Board 07/15/2024

<u>Vendor Name</u>	<u>Check #</u>	<u>Expensed</u>	<u>Amount</u>
COUNCIL OF ADMINISTRATORS OF SPECIAL	184281		453.46
CREATIVELY FOCUSED LLC	184256		5,981.25
CROOKS, TERESA	184229	X	352.80
DELTA AIR LINES	184281		426.95
LODGE AT DEADWOOD, THE	184237	X	150.00
RISK ADMINISTRATION SERVICES INC	184272		18,301.87
SOURCE ORTHO	184281		2,670.00
UNITED AIR LINES	184281		1,054.94
SPECIAL ED			33,660.86
DAKOTA TRAVEL	184257		1,167.90
NAESP	184281		1,799.00
SAM'S CLUB	184281		223.56
SERV. INC.	184244	X	535.50
GRANTS			3,725.96
SUB TOTAL			1,105,687.47
ALSCO	12472		149.48
CASH-WA DISTRIBUTING COMPANY, INC.	12473		4,619.18
DAKOTA WAREHOUSE	12474		120.00
FIDUCIARY ACCOUNT	12475		40.00
GENERAL FUND	12476		38.19
INFINITE CAMPUS	12477		6,607.20
PRAIRIE FARMS	12478		2,145.73
PROGUARD SERVICE & SOLUTIONS	12470	X	1,231.98
REINHART FOOD SERVICE LLC	12479		1,111.79
RISK ADMINISTRATION SERVICES INC	12480		3,032.54
TAGGART, DAWN	12471	X	19.25
FOOD SERVICE			19,115.34
Grand Total:			1,124,802.81

PAYROLL EXPENDITURES

JUNE 7 2024

JUNE 21 2024

TOTALS

\$1,198,358.62

\$1,570,322.31

MINUTES
DOUGLAS SCHOOL DISTRICT
BOARD OF EDUCATION MEETING

ANNUAL MEETING
Monday, July 15, 2024

The Douglas School District No. 51-1 Board of Education held its Annual Meeting on Monday, July 15, 2024 after the Regular Meeting in the library conference room at Vandenberg Elementary School, Box Elder, South Dakota. Those present were:

Ben Frerichs: Present, Tanya Gray: Present, Amy McGovern: Present, Chris Misselt: Present, Tonya Welch: Present. Tia Mullins: Associate Member, Present.

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

Executive Director of Elementary Academics Ann Pettit called the meeting to order at 5:27 p.m.

Executive Director of Elementary Academics Ann Pettit administered the Oath of Office to incumbent board members, Tanya Gray and Chris Misselt.

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

Executive Director of Elementary Academics Ann Pettit began the nominations for election of officers for the 2024-25 year as follows:

Motion to approve the nomination of Tanya Gray for Board President. This motion, made by Amy McGovern and seconded by Chris Misselt, Carried.

President Tanya Gray continued the nominations. Motion to approve the nomination of Amy McGovern for First Vice-President. This motion, made by Ben Frerichs and seconded by Chris Misselt, Carried.

Motion to approve the nomination of Chris Misselt for Second Vice-President. This motion, made by Ben Frerichs and seconded by Amy McGovern, Carried.

The 2024-25 suggested meeting dates for Regular BOE meetings are the 2nd and 4th Monday of each month at 5:00 p.m. at Vandenberg Elementary School Library Conference Room with the following exceptions: In July and December when only the first meeting of the month will be held and should a board meeting fall on a school holiday, the meeting will be held on the following day or as follows: Monday, October 14 change to Tuesday, October 15, 2024 (holiday), Monday, November 11 change to Tuesday, November 12, 2024 (holiday), and Monday, May 26 change to Tuesday, May 27, 2025 (holiday).

Motion to approve BOE Regular Meeting Schedule for 2024-25. This motion, made by Amy McGovern and seconded by Chris Misselt, Carried.

Motion to approve the appointment of board member representation on district committees. This motion, made by Ben Frerichs and seconded by Amy McGovern, Carried.

Motion to approve using Parliamentary procedure guidelines for board meetings. This motion, made by Amy McGovern and seconded by Ben Frerichs, Carried.

Motion to approve second reading of revised Board Policy BHD - Board Member Compensation and Expenses. This motion, made by Amy McGovern and seconded by Chris Misselt, Carried.

Motion to approve setting compensation for board members at \$100.00 per each allowable meeting. (Maximum set by law increased to \$166). This motion, made by Amy McGovern and seconded by Chris Misselt, Carried.

Motion to approve the following resolution. This motion, made by Amy McGovern and seconded by Ben Frerichs, Carried.

BE IT RESOLVED that in order to comply with SDCL 1-25-1, as amended by HB 1172 (2018 Legislative Session), which states "The chair of the public body shall reserve at every official meeting by the public body a period for public comment, limited at the chair's discretion, but not so limited as to provide for no public comment," and also provide for a known procedure by which there may be public participation at school board meetings, the President of the Douglas School District Board of Education shall apply and follow School Board Policy BDDH with respect to public participation at all school board meetings.

Motion to approve adoption of all previous board policies in effect as of June 30, 2024. This motion, made by Tonya Welch and seconded by Ben Frerichs, Carried.

Motion to review and sign the Code of Conduct for School Board Members for the 2024-25 school year. This motion, made by Amy McGovern and seconded by Chris Misselt, Carried.

Executive Director of Elementary Academics Ann Pettit reviewed the process for the Strategic Direction--the why identified and district goals set. Moving forward, the district administration and staff will work with Studer Company to implement actionable items. The Board oversees the strategic direction process with the anticipated outcome being student success at all levels.

Motion to approve Items #15-19 (inclusive) on the consent agenda. Exceptions to the one motion may be necessary if a board member wishes to discuss or review any item in more detail. This motion, made by Ben Frerichs and seconded by Amy McGovern, Carried.

Financial Authorizations:

Approved the depositories for funds and investments of the Douglas School District 51-1 for

the 2024-25 school year.

Authorized an Imprest Cash Revolving Fund in the amount of \$2,000 for the 2024-25 school year and authorized the Business Manager to make advance payments for meals and miscellaneous expenditures as deemed necessary.

Authorized the Business Manager to establish a petty cash fund in the amount of \$75.00 for various functions of the school district as deemed necessary, and further Authorized the Business Manager to establish an Imprest Fund in the amount of \$420 for the School Food Services Program.

Authorized the Superintendent or Business Manager to sign all state vouchers entering claims on behalf of the school district for the 2024-25 school year.

Approved the submission of the 2024 Annual Report and Authorized the Superintendent and Business Manager to sign on behalf of the District.

Authorized the Business Manager and/or her Representative as the School District Purchasing Agent for the 2024-25 school year.

Authorized the Business Manager to advertise for bids on necessary items during the 2024-25 school year.

Approved use of Black Hills Special Services Cooperative for services under a noncompetitive proposal as it is determined that BHSSC is the only vendor (single source) within the region that can provide all the necessary services needed by the District.

Annual Appointments:

Approved naming the Rapid City Journal as the official newspaper for the 2024-25 School Year; and, the district newsletter and district webpage will also be used for providing district information to the public.

Approved contracting with the firm of Ketel Thorstenson, LLP to conduct the Annual Audit for the period ending June 30, 2024.

Approved retaining the Law Firm of Lynn, Jackson, Shultz & LeBrun and Attorney Rodney Freeman to represent the District for legal matters during the 2024-25 school term.

Appointed Business Manager, Trista Olney, as Administrator of Fiduciary Funds.

Authorized the Superintendent of Schools to close schools because of weather or emergency and, in the event of the Superintendent's absence, follow the set chain of command. Authorized the appointment of the Superintendent as the Age Discrimination Act Compliance Officer.

Authorized the appointment of the Executive Director of Operational Support Services as the Asbestos Compliance Officer.

Authorized the appointment of the Executive Director of Operational Support Services and the Network Coordinator to maintain access to the district's electronic network.

Authorized the appointment of all Building Principals as Truancy Officers.

Authorized the appointment of the Executive Director of Operational Support Services as the Title IX Compliance Officer.

Authorized the appointment of the Special Services Director as the Rehabilitation Action Section 504 Compliance Officer.

Authorized the appointment of the Special Services Director as the Americans with Disabilities Act Compliance Officer.

Approved the following Resolutions for the 2024-25 School Term:

BE IT RESOLVED that the Business Manager be authorized to make application for all local, state, and federal funds for which the school district may qualify during the 2024-25 school year;

BE IT FURTHER RESOLVED that the Superintendent or Executive Director of Academics be authorized to sign as the authorized District representative for all categorical or block grant State or Federal program applications;

BE IT FURTHER RESOLVED that the Superintendent or Executive Director of Academics be authorized to sign fiscal reports for the Title Programs;

BE IT FURTHER RESOLVED that the Superintendent of Schools and the Business Manager are authorized to purchase and/or receive State Surplus Property.

BE IT RESOLVED that the Business Manager be fully authorized to make proper application and to sign all papers required for funds available to the District from the Federal Government under Public Law 7003 Impact Aid for the 2024-25 school term.

BE IT RESOLVED that the Business Manager be fully authorized to make proper application and to sign all papers required for funds available to the District from the Federal Government under Public Law 7002 Impact Aid for the 2024-25 school year.

WHEREAS, the nature of tax collections, federal deposits, and other revenue is such that cash on deposit in the District's Depositories at times exceeds the requirement for current expenditures.

NOW THEREFORE, BE IT RESOLVED that the Business Manager is hereby directed to invest such cash balances which may exist in interest-bearing certificates, time deposits and government issues and the investments be determined in accordance with expenditure requirements and that such interest as is earned on said deposits be credited to the General Fund.

Authorized participation in the following Associations:
Associated School Boards of South Dakota (ASBSD)
Impacted Schools of South Dakota (ISSD)
Military Impacted Schools Association (MISA)
Military Interstate Children's Compact Commission (MIC3)
National Association of Federally Impacted Schools (NAFIS)
Large School Group of South Dakota

Approved the use of electronic signatures for all accounts payable and payroll checks for the 2024-25 school year.

Elementary and Secondary Curriculum and Instruction Items:

Approved the Certified Stipend Rate: \$60.00 for half day; \$120.00 for full day.

Approved High School Department Head Stipend Rate of \$1,500 for the 2024-25 school year.

Approved the 2024-25 Douglas School District Comprehensive Plan for Special Education.

Acknowledged the Indirect Cost Rates for the 2024-25 School Term as Computed by the Office of Elementary and Secondary Education noting that the Douglas School District Restricted Rate will be 1.82% and the Non-Restricted Rate will be 17.74%.

Superintendent Items:

Authorized the Superintendent of Schools and/or his designee to travel to locations that are necessary for the operation of the school district.

Approved the following Resolution for the 2024-25 School Year:

WHEREAS, the Superintendent of Schools is required to attend meetings and events necessary for the operations of the school district, both in-district and in the local area; **THEREFORE BE IT RESOLVED** that the Douglas Board of Education will provide the Superintendent with a \$100 per month allowance for in-district and local travel, paid quarterly; in addition, travel outside of Rapid City will be reimbursed at the GSA POV mileage rate and processed quarterly.

Operational Support Services Items:

Authorized the Superintendent of Schools or his designee to hire contractual and non-contractual personnel for the school district during the 2024-25 school year subject to the concurrence of the Board of Education at its next regular meeting after the date of hiring; all

contracts shall not be effective or binding until approved by the Board of Education; and approve the use of the automatic signature for all professional contracts to be issued during the 2024-25 school year.

Approved the publication of Employee Salary Amounts for the 2024-25 School Term. (Attachment)

Approved the following Rates for Substitute Teachers in the Douglas School District for the 2024-25 School Term: Certified rate is \$150 per day; and Non-certified rate is \$120 per day.

Authorized the Executive Director of Operational Support Services to submit an Intent to Renew Agreement and the 2024-25 Policy for Hot Lunch Program and further to provide a hot lunch program at all levels and a milk program for kindergarten with a schedule of charges as follows:

Student Breakfast	- \$2.20
Gr PK-5 Lunch	- \$2.70
Gr 6-12 Lunch	- \$2.95
Milk/Juice	- \$.75

Approved Participation in Delta Dental for Student Dental Accident Insurance Program and the South Dakota High School Activities Association (SDHSAA) Student Accident Insurance Program for the 2024-25 School Term.

Approved the following High School Co-Curricular Admission Rates for the 2024-25 School Year for Out-of-District Attendees:

Adults	\$5.00
Students (Grades 1-12 with ID)	\$3.00

Authorized the issuance of complimentary Activity Passes to all employees and to all residents/students of the district for the 2024-25 school term and lifetime complimentary Activity Passes for all retired employees and senior citizens (age 55 and over).

Approved the tentative Douglas District Transportation Schedule for the 2024-25 school year.

Approved the district participation in the Emergency School Bus Mutual Assistance Pact for the 2024-25 school term.

Motion to go into Executive Session for Complaint Appeal Hearing according to SDCL 1-25-2.1 at 5:52 p.m. This motion, made by Chris Misselt and seconded by Amy McGovern, Carried.

Conducted appeal hearing. President Tanya Gray called the Board out of Executive Session at 7:03 p.m.

Motion to uphold Superintendent's decision in the matter of the complaint appeal hearing. This motion, made by Amy McGovern and seconded by Tonya Welch, Carried. Voting Nay: McGovern

Motion to adjourn the meeting at 7:05 p.m. This motion, made by Chris Misselt and seconded by Amy McGovern, Carried.

Tanya Gray, President

Trista Olney, Business Manager

_____ Initials

_____ Date

Published once at the total approximate cost of _____.

ADMINISTRATOR SALARIES 2024-2025

BATTEEN	NATHAN	\$99,450.00	DEAN OF STUDENTS
CASE	KEVIN	\$178,818.00	SUPERINTENDENT
CLARK	JEANNIE	\$118,597.50	PRINCIPAL
COWEN	STACEY	\$107,625.00	ASST. PRINCIPAL
CROSSWAIT	COURTNEY	\$119,460.00	PRINCIPAL
GHOLSON	SEAN	\$109,830.00	ASST. PRINCIPAL
HAALAND	JOSHUA	\$105,105.00	ACTIVITIES DIRECTOR
JIMENEZ	SANDRA	\$124,856.00	EXECUTIVE DIRECTOR SECONDARY ACADEMICS
KOSTERS	TIMOTHY	\$120,000.00	EXECUTIVE DIRECTOR OPERATIONAL SUPPORT SERVICES
OLNEY	TRISTA	\$141,198.00	BUSINESS MANAGER
PETTIT	ANN	\$143,655.00	EXECUTIVE DIRECTOR ELEMENTARY ACADEMICS
SANDAL	SHANNA	\$112,350.00	PRINCIPAL
VOEGELI	BEAU	\$115,280.00	PRINCIPAL
VOLESKY	TROY	\$118,456.00	PRINCIPAL
WALTMAN	MONICA	\$123,585.00	DIRECTOR OF SPECIAL SERVICES

CERTIFIED STAFF SALARIES 2024-2025

ABREU	MCKENZIE	\$55,950.00	ELEMENTARY TEACHER
ANDERSON	KJERSTIN	\$65,450.00	SPEECH PATHOLOGIST
ANDERSON	TARA	\$54,450.00	ELEMENTARY TEACHER
APLAND	CHRISTIE	\$59,450.00	ELEMENTARY TEACHER
ASHLEY	LORI	\$76,950.00	ELEMENTARY TEACHER
AWE	AMANDA	\$59,450.00	LANGUAGE ARTS TEACHER
BADURA	JUDITH	\$76,950.00	ELEMENTARY TEACHER
PACHECO BAHR	TAMMY	\$64,700.00	COUNSELOR
BARAGAR	CATHY	\$66,950.00	SOCIAL STUDIES TEACHER
BARAGAR	TRICIA	\$61,700.00	ELEMENTARY TEACHER
BELL	KATIE	\$71,950.00	ELEMENTARY TEACHER
BLAIR	AARIKA	\$59,450.00	KINDERGARTEN
BLAIR	LEIGHONA	\$62,450.00	LANGUAGE ARTS TEACHER
BLANK	HAYLEY	\$54,450.00	ELEMENTARY TEACHER
BOADWAY	BIANCA	\$63,950.00	SCIENCE TEACHER
BOEDING	JASON	\$70,950.00	INDUSTRIAL TECHNOLOGY TEACHER
BOLINGER	BRIDGET	\$57,450.00	COMPUTER TEACHER
BONNER	SHANNON	\$76,950.00	ART TEACHER
BRAUN-COATES	MARY	\$76,950.00	ELEMENTARY TEACHER
BREWER	SAMANTHA	\$53,700.00	ELEMENTARY TEACHER
BUNKOWSKE	ALYSSA	\$56,700.00	ELEMENTARY TEACHER
BURBACH	JENNA	\$72,450.00	ELEMENTARY TEACHER
BURNS	ANTHONY	\$60,143.70	COMPUTER TEACHER
BURRISS	KIRSTEN	\$60,950.00	PREK TEACHER
BYRD	ANDREA	\$76,950.00	SPECIAL EDUCATION TEACHER
CALDWELL	JACE	\$54,450.00	PHYSICAL EDUCATION TEACHER
CARON	AMY	\$62,450.00	SPECIAL EDUCATION TEACHER
CARROLL	DAVID	\$76,950.00	INSTRUCTIONAL LEADER
CLARK	BROOK	\$59,450.00	SPECIAL EDUCATION TEACHER
CLARK	KARLINE	\$73,950.00	COMPUTER TEACHER
CLARK	TANA	\$66,200.00	ELEMENTARY TEACHER
CLAUSON	BRENDA	\$76,950.00	MATH TEACHER
COATES	KELLY	\$70,200.00	MATH TEACHER
COLICHESKI (TRACY-KING)	KARLEY	\$53,700.00	SPECIAL EDUCATION TEACHER

COOK	KIMBERLY	\$76,950.00	LIBRARIAN
CORBIN	ALLYSON	\$36,542.86	ELEMENTARY TEACHER
CORDELL	HOPE	\$53,700.00	ELEMENTARY TEACHER
COTE	KYLA	\$62,450.00	ELEMENTARY TEACHER
CRANE	MICHELLE	\$64,700.00	SCIENCE TEACHER
CROOKS	TERESA	\$76,950.00	SPECIAL EDUCATION TEACHER
CROW	HANNAH	\$53,700.00	ELEMENTARY TEACHER
CUNDALL	MARCY	\$66,950.00	ELEMENTARY TEACHER
CURRAN	MICHAEL	\$58,200.00	COMPUTER TEACHER
CURRY	DONNA	\$66,700.00	SOCIAL STUDIES TEACHER
DAUGHERTY	DALE	\$61,200.00	INDUSTRIAL TECHNOLOGY TEACHER
DAUM	LYNETTE	\$64,700.00	MUSIC TEACHER
DELANEY	SHAWNA	\$70,200.00	INSTRUCTIONAL LEADER
DENEKAMP	CATHLEEN	\$76,950.00	INSTRUCTIONAL LEADER
DERUYTER	JONATHAN	\$52,950.00	ELEMENTARY TEACHER
DETTMAN	JAMES	\$63,950.00	MATH TEACHER
DEWEY	SUSAN	\$76,950.00	FAMILY & CONSUMER SCIENCE TEACHER
DEYO	LYNDSAY	\$70,950.00	ELEMENTARY TEACHER
DISTEL	BRETT	\$58,950.00	MATH TEACHER
DOYLE	MICHAELA	\$58,200.00	MUSIC TEACHER
DUVALL	AMANDA	\$56,700.00	LANGUAGE ARTS TEACHER
ELDER	ERIC	\$73,950.00	SOCIAL STUDIES TEACHER
ENGEL	KRISA	\$74,700.00	INSTRUCTIONAL LEADER
ENRIGHT	HOLLY	\$63,200.00	SCIENCE TEACHER
ERLANDSON	AMY	\$61,950.00	SOCIAL STUDIES TEACHER
FEILER	JENNIFER	\$56,700.00	ELEMENTARY TEACHER
FERDINAND	JACOB	\$58,200.00	ELEMENTARY TEACHER
FERDINAND	ALEX	\$63,200.00	SECONDARY TEACHER
FERGUSON	NICK	\$65,950.00	IND TECH TEACHER
FINNEY	LARESSA	\$60,200.00	ELEMENTARY TEACHER
FLINT	KERI	\$62,450.00	ELEMENTARY TEACHER
FLOYD	DANE	\$63,950.00	ELEMENTARY TEACHER
FOX	KRYSTLE	\$54,450.00	SPECIAL EDUCATION TEACHER
GLANDT	MARGERY	\$76,950.00	ELEMENTARY TEACHER
GOOD	GRACIE	\$54,450.00	SPECIAL EDUCATION TEACHER
GOOD	HOLLY	\$76,950.00	EARLY CHILDHOOD SPECIAL ED
GOTTA	OLIVIA	\$39,828.58	ELEMENTARY TEACHER
GRINDLE	ARIANNA	\$54,450.00	ENGLISH TEACHER
HAGER	SUMMER	\$65,450.00	SCIENCE TEACHER
HALL	REECE	\$65,200.00	SPECIAL EDUCATION TEACHER
HAMER	CASSIE	\$54,450.00	SPECIAL EDUCATION TEACHER
HAMER	JESSE	\$65,200.00	LANGUAGE ARTS TEACHER
HAMIL	RICHARD	\$74,700.00	MUSIC TEACHER
HARRINGTON	ROBERT	\$68,950.00	MATH TEACHER
HARTLEY	MELISSA	\$74,700.00	ELEMENTARY TEACHER
HAZLEDINE	MICHELE	\$55,950.00	ELEMENTARY TEACHER
HEIER	KAITLIN	\$59,700.00	MATH TEACHER
HENCKE	TAMMY	\$76,950.00	INSTRUCTIONAL LEADER
HERDER	LEON	\$54,450.00	SCIENCE TEACHER
HILL	HANNA	\$52,950.00	ELEMENTARY TEACHER
HOELLEIN	CASSIDY	\$55,200.00	ELEMENTARY TEACHER
HOP	CASSIDY	\$54,450.00	SPECIAL EDUCATION TEACHER
HORAN	DAVID	\$61,950.00	ART TEACHER
HORAN	SHERRI	\$75,450.00	COUNSELOR
HOWARD	MATTHEW	\$64,450.00	SCIENCE TEACHER
HOWIE	HOLLY	\$62,450.00	FAMILY & CONSUMER SCIENCE TEACHER

HUMKE	JOHN	\$76,950.00	PHYSICAL EDUCATION TEACHER
BAKER	SARAH	\$58,950.00	MATH TEACHER
JASTORFF	HILLARY	\$68,200.00	SPECIAL EDUCATION TEACHER
JOHNSON	GEORGE	\$54,450.00	ELEMENTARY PHYSICAL EDUCATION TEACHER
JOHNSON	ISABELLE	\$53,700.00	ELEMENTARY TEACHER
JOHNSON	MARANDA	\$64,700.00	ELEMENTARY TEACHER
JUNGWIRTH	JENNIFER	\$62,450.00	LANGUAGE ARTS TEACHER
KEARNS	KIMBERLY	\$64,700.00	SPECIAL EDUCATION TEACHER
KEEL	NATASHA	\$57,450.00	SPECIAL EDUCATION TEACHER
KEEN	JOHN	\$64,700.00	SOCIAL STUDIES TEACHER
KELLER	SHANNON	\$59,450.00	SPECIAL EDUCATION TEACHER
KENNEDY	CARI	\$73,200.00	COMPUTER TEACHER
KIELHOLD	NANCY	\$81,450.00	SPEECH PATHOLOGIST
KINGI	MARLIN	\$61,700.00	TITLE VI
KNOTTNERUS	KRISTINE	\$60,200.00	SPECIAL EDUCATION TEACHER
KNUTSON	NICHOLAS	\$76,950.00	PHYSICAL EDUCATION TEACHER
KOCH	MATTHEW	\$58,950.00	SCIENCE TEACHER
KOWALESKI	AARON	\$60,950.00	SOCIAL STUDIES TEACHER
LABINE	KRISTYN	\$52,950.00	SECONDARY TEACHER
LADWIG	AMANDA	\$63,200.00	SPECIAL EDUCATION TEACHER
LADWIG	TRAVIS	\$63,200.00	LANGUAGE ARTS TEACHER
LEIGH	JANEE	\$65,950.00	LANGUAGE ARTS TEACHER
LEWIS	SARAH	\$58,950.00	PREK TEACHER
LIPP	TARA	\$74,700.00	BEHAVIOR INTERVENTIONIST
LOESCHER	KRISTEN	\$63,200.00	SPED EARLY EDUCATION
LOLLEY	GRANT	\$59,700.00	SOCIAL STUDIES TEACHER
LUDDEN	MALIA	\$53,700.00	ELEMENTARY TEACHER
LYTLE	COURTNEY	\$62,450.00	INSTRUCTIONAL LEADER
MAMULA	SHALEE	\$54,450.00	ELEMENTARY TEACHER
MARLER	BRANDI	\$73,950.00	ELEMENTARY TEACHER
MARRAN	ALEXIS	\$63,200.00	SPECIAL EDUCATION TEACHER
MARTENSON	CHERRIE	\$76,950.00	SCIENCE TEACHER
MARTY	BRIANNA	\$70,950.00	ELEMENTARY TEACHER
MAYS	RONALD	\$64,700.00	ELEMENTARY TEACHER
MCCORMICK	DENISE	\$76,950.00	ELEMENTARY TEACHER
MCFARLAND	KYLE	\$60,450.00	ELEMENTARY TEACHER
MCINTIRE	DANIEL	\$63,950.00	SPANISH TEACHER
MCKERNAN	DARLA	\$68,950.00	SPECIAL EDUCATION TEACHER
MEADE	LORIE	\$76,950.00	ELEMENTARY TEACHER
MELTON	JODY	\$72,950.00	SPEECH PATHOLOGIST
MERRILL	TAMARA	\$76,200.00	SPECIAL EDUCATION TEACHER
MILITELLO	KEVIN	\$64,450.00	SCIENCE TEACHER
MILLER	TRAVIS	\$76,950.00	SECONDARY TEACHER
MILLS	JODI	\$64,700.00	ELEMENTARY TEACHER
MITCHELL	SHELLEY	\$60,200.00	COUNSELOR
MONIZE	AINSLEY	\$77,200.00	SPEECH PATHOLOGIST
MORROW	MICHAEL	\$44,376.09	ROTC INSTRUCTOR
MRAZ	TONY	\$65,450.00	LANGUAGE ARTS TEACHER
MUNOZ	MICHAEL	\$59,450.00	SCIENCE TEACHER
MURRAY-VERNON	LISA	\$76,950.00	SPECIAL EDUCATION TEACHER
NELSON	BETSY	\$73,950.00	INSTRUCTIONAL LEADER
NELSON	SANDRA	\$71,950.00	ELEMENTARY TEACHER
NELSON	SHIREEN	\$76,950.00	ELEMENTARY TEACHER
NIELSEN	TORI	\$59,450.00	SPECIAL EDUCATION TEACHER
O'CONNELL	THERESA	\$76,950.00	ELEMENTARY ART
O'DANIEL	MEGAN	\$74,700.00	INSTRUCTIONAL LEADER
OLESON	ALICE	\$66,950.00	MUSIC TEACHER

OLSON-CANAAN	CHANDRA	\$76,950.00	COUNSELOR
OWEN	MELISSA	\$75,450.00	BEHAVIOR INTERVENTIONIST
PALMER	BRIAN	\$59,450.00	ART TEACHER
PARKER	JULIANA	\$71,700.00	WORLD LANGUAGE TEACHER
PARKER-GREER	BEVERLY	\$75,450.00	TITLE III TEACHER
PATAKY	ANTHONY	\$62,450.00	ELEMENTARY TEACHER
PEREZ	KARISSA	\$60,200.00	FAMILY SERVICES CASEWORKER
PERKINS	BRANDY	\$64,700.00	ELEMENTARY TEACHER
PILGRIM	ADAM	\$62,450.00	ELA TEACHER
PLOOSTER	KEVIN	\$76,950.00	LANGUAGE ARTS TEACHER
POPPE-BASHAM	PEGGE	\$76,950.00	ELEMENTARY TEACHER
QUIMBY	RACHEL	\$74,700.00	MATH TEACHER
RATHERT	SHERRI	\$68,950.00	MATH TEACHER
REIMER	SARAH	\$76,450.00	SPEECH PATHOLOGIST
REINERT	KAYLEE	\$53,700.00	READING TEACHER
REITZ	NICOLE	\$82,950.00	SPEECH PATHOLOGIST
RICHTER	SHERRY	\$76,950.00	ELEMENTARY TEACHER
RIISNAES	CATHERINE	\$63,950.00	SPECIAL EDUCATION TEACHER
RIVERA	KAYLA	\$61,700.00	ELEMENTARY TEACHER
ROBERTS	HEIDI	\$73,950.00	COUNSELOR
ROSETTER	LUANN	\$76,950.00	MUSIC TEACHER
ROSSOW	ANGELA	\$76,950.00	SPECIAL EDUCATION TEACHER
ROWE	AMY	\$74,700.00	SCIENCE TEACHER
SCHMIDT	LORETTA	\$74,700.00	SOCIAL STUDIES TEACHER
SCHMIDT	ZION	\$70,200.00	ELEMENTARY TEACHER
SCHRAMM	SHELBY	\$56,700.00	KINDERGARTEN
SCHULTZ	ROCHELLE	\$58,200.00	ART TEACHER
SCHWIESOW	MELISSA	\$73,950.00	INSTRUCTIONAL LEADER
SCOTT	LINDSAY	\$74,700.00	MUSIC TEACHER
SEVER	SARAH	\$71,700.00	INSTRUCTIONAL LEADER
SIEVEKE	SHELBY	\$57,450.00	INSTRUCTIONAL LEADER
SIMMONS	NICOLE	\$55,200.00	READING TEACHER
SIVERTSEN	SHEILA	\$68,950.00	ELEMENTARY TEACHER
SMITH	DEBORAH	\$76,950.00	COUNSELOR
SMITH	MARY	\$60,950.00	ELEMENTARY TEACHER
SMITH	RACHEL	\$63,950.00	ELEMENTARY TEACHER
SOTELO	TASA	\$54,450.00	ELEMENTARY TEACHER
STANFORD	ANGELA	\$76,950.00	LANGUAGE ARTS TEACHER
STEFFENS	TANYA	\$57,450.00	SPECIAL EDUCATION TEACHER
STEFFY	THERESA	\$66,950.00	MUSIC TEACHER
STEIGER	MEGAN	\$63,950.00	SPECIAL EDUCATION TEACHER
STEINER	MEGGIE	\$55,950.00	ELEMENTARY TEACHER
STELZIG	JENNIFER	\$76,950.00	MUSIC TEACHER
STEWART	CHESTER	\$32,224.17	ROTC INSTRUCTOR
STILES	DENISE	\$74,700.00	SPECIAL EDUCATION TEACHER
SUMMERS	KAITLIN	\$64,450.00	ELEMENTARY TEACHER
SUMMERS	KRYSTLE	\$57,450.00	ELEMENTARY TEACHER
TAYLOR	AMBER	\$67,450.00	SS TEACHER
THOMAS	TIFFANY	\$64,700.00	ELEMENTARY TEACHER
THOMPSON (RAYMOND)	CAROLINE	\$58,200.00	ELEMENTARY TEACHER
TRAINER	EMILY	\$53,700.00	SCIENCE TEACHER
TRAVIS	JORDAN	\$63,200.00	ELEMENTARY TEACHER
TRIBBY	COURTNEY	\$63,950.00	PHYSICAL EDUCATION TEACHER
VAHLBERG	TONIA	\$70,950.00	SPECIAL EDUCATION TEACHER
VAILLANCOURT	HEATHER	\$68,200.00	INSTRUCTIONAL LEADER
VARILEK	REBEKAH	\$57,450.00	ELEMENTARY TEACHER
VAUGHN	ANNA	\$60,950.00	LANGUAGE ARTS TEACHER
WADDELL	KELLI	\$58,200.00	ELEMENTARY TEACHER

WAGNER	JADA	\$54,450.00	ELEMENTARY TEACHER
WALTON	JESSE	\$59,450.00	FAMILY & CONSUMER SCIENCE TEACHER
WARREN	CHARLOTTE	\$57,950.00	COUNSELOR
WATERSON	KERRY	\$60,950.00	ELEMENTARY TEACHER
WEBER	SHAE	\$69,450.00	SOCIAL STUDIES TEACHER
WIEMAN	CHRIS	\$66,950.00	ALTERNATIVE EDUCATION TEACHER
WIEMAN	MARLEE	\$66,950.00	ELEMENTARY TEACHER
WILLIAMS	JAMIE	\$74,700.00	INSTRUCTIONAL LEADER
WILLIAMS	SARAH	\$62,450.00	ELEMENTARY TEACHER
WIMP	JEFF	\$59,700.00	PE TEACHER
WOODALL	ERIKA	\$62,450.00	ELEMENTARY TEACHER
YANEZ	SARAH	\$61,700.00	SPECIAL EDUCATION TEACHER

CLASSIFIED STAFF SALARIES 2024-2025

AMES	THERESA	\$16.25	SPED BUS AIDE
(FAVINGER) HUFFMAN	DANA	\$25.85	BUS DRIVER
ANDREWS	NIKOL	\$17.75	INSTRUCTIONAL AIDE
AUKERMAN	BRANDY	\$23.00	PRINCIPAL'S SECRETARY
AURIEMMA	KATHLEEN	\$22.25	INSTRUCTIONAL AIDE, LIBRARY
BAUGHMAN	CATHERINE	\$17.00	FOOD SERVICE WORKER
BELTRAN	DAWN	\$22.25	INSTRUCTIONAL AIDE, ISS/TO
BIBERDORF	STACEY	\$22.25	INSTRUCTIONAL AIDE, SPED EC
BLACK BEAR	ROSEMARY	\$22.55	BUS DRIVER
BOEDING	KRISTINE	\$25.85	BUS DRIVER
BRADSTREAM	GEORGE	\$27.75	HELP DESK & SERVER SUPPORT
BREDBERG	MICAH	\$23.00	CUSTODIAN
BRIGHT	LIVVY	\$17.75	INSTRUCTIONAL AIDE, SPED K-12
BROWN	KARINA	\$17.00	FOOD SERVICE WORKER
BROWN	MICHELLE	\$22.25	INSTRUCTIONAL AIDE, SPED K-12
BROWN	KRISTI	\$20.00	PERSONNEL SECRETARY
BROWN (CRAWFORD)	SARA	\$22.25	INSTRUCTIONAL AIDE, SPED K-12
BUCHHOLZ	SARAH	\$20.75	INSTRUCTIONAL AIDE, SPED K-12
BURGERHOUT	JOHANNA	\$17.00	FOOD SERVICE WORKER
CAMPBELL	CHRISTINA	\$25.03	BUS DRIVER
CARLSON	CORINNA	\$30.25	TECHNOLOGY DATABASE/SUPPORT
CARTER	LANCE	\$27.75	SKILLED MAINTENANCE
CLARK	MICHAEL	\$20.00	ACTIVITIES SECRETARY
COLLINS	JENNIFER	\$22.25	INSTRUCTIONAL AIDE, ISS/TO
COMBS	BRIDGET	\$18.50	CUSTODIAN/NIGHT
COMBS	ELIZABETH	\$18.50	INSTRUCTIONAL AIDE, TITLE
CONNOR	SHAWN	\$20.75	CUSTODIAN/NIGHT
CORBETT	LARRY	\$25.85	BUS DRIVER
CROW	DARLING	\$36.00	NURSE RN
CROWTHER	PAMELA	\$17.75	INSTRUCTIONAL AIDE, SPED K-12
DALE	REBECCA	\$19.25	CURRICULUM SECRETARY
DAUGHERTY	NICOLE	\$17.75	ATTENDANCE SECRETARY
DAVIS	ELIZABETH	\$18.50	INSTRUCTIONAL AIDE, ISS/TO
DERFLINGER	CALIE	\$20.00	INSTRUCTIONAL AIDE, SPED K-12
DIERKHISING	JILL	\$18.45	INSTRUCTIONAL AIDE, TITLE
DONOVAN (SVOBODA)	JESSICA	\$16.25	LUNCHROOM AIDE
DREIER	JENNIFER	\$17.75	INSTRUCTIONAL AIDE, SPED K-12
EARNEST	KELLY	\$25.03	BUS DRIVER
EMELINE	KAYSE	\$17.75	INSTRUCTIONAL AIDE, SPED K-12
ENCKE	LISA	\$19.25	INSTRUCTIONAL AIDE, SPED K-12
EVARD	ASHLEY	\$19.25	PRINCIPAL'S SECRETARY

FINNEY	TABITHA	\$17.75	INSTRUCTIONAL AIDE, TITLE
FORTNER	MITCHELL	\$38.78	TRANS COORD
FOX	REBECCA	\$17.75	COUNSELOR SECRETARY
FRERICHS	BARBARA	\$20.75	LUNCHROOM SUPERVISOR
GABRIEL	BEVERLY	\$24.20	BUS DRIVER
GARNER	JENNIFER	\$42.02	FOOD SERVICE COORDINATOR
GAUDINO	JESSICA	\$37.50	NURSE RN
GERLACH	AUDREY	\$22.55	BUS DRIVER
GIESEY	GINA	\$21.50	COOK
GIESEY	KEVIN	\$20.75	CUSTODIAN/NIGHT
GOFF	KRISTEN	\$17.00	FOOD SERVICE WORKER
HARRINGTON	JUANITA	\$21.50	DELIVERY PERSON
HARRIS	SHANNA	\$18.50	LUNCHROOM AIDE
HEISLER	JACQUALINE	\$19.25	INSTRUCTIONAL AIDE, TITLE
HERNANDEZ	BRIANA	\$17.00	LUNCHROOM AIDE
HINZMAN	DENEA	\$18.50	FOOD SERVICE WORKER
HOLLAN	DEBRA	\$23.25	PERSONNEL MANAGER
HOLSWORTH	KARA	\$36.00	NURSE RN
HUEBNER	TAMMY	\$23.00	SECRETARY (SP SERV DIRECTOR)
HUGHES	ROBERT	\$25.03	BUS DRIVER
IVES	BETH	\$22.25	INSTRUCTIONAL AIDE, LIBRARY
JAMES	BAILEY	\$17.75	INSTRUCTIONAL AIDE, SPED EC
JOHNSON	BRENDA	\$25.85	BUS DRIVER/FLOATER
JOHNSON	JAMES	\$20.75	CUSTODIAN/NIGHT
JOHNSON	JENNIFER	\$17.75	FOOD SERVICE WORKER
JOHNSON	APRIL	\$34.50	NURSE
JOLLEY	KASANDRA	\$22.75	BOOKKEEPER 1
KEESTER	AMY	\$23.00	PRINCIPAL'S SECRETARY
KENOYER	REBECCA	\$22.25	SECRETARY SPED
KEYSER	TERESA	\$22.25	INSTRUCTIONAL AIDE, ISS/TO
KNAPP	MONICA	\$21.50	INSTRUCTIONAL AIDE, ISS/TO
KNIGHT	TRACI	\$20.00	FOOD SERVICE SECRETARY
KNODEL	MARILYN	\$22.25	BUILDING AND GROUNDS SECRETARY/RECEPTIONIST
KNUDSON	KAYLEE	\$18.50	INSTRUCTIONAL AIDE, STUDY HALL
KOCH	TAMMI	\$20.75	BUS AIDE SPED
KOCH	TAMMI	\$25.85	BUS DRIVER SPED
KOCH	JERROLD	\$23.00	CUSTODIAN/NIGHT
KOCHUTIN	ANITA	\$22.25	INSTRUCTIONAL AIDE, LIBRARY
KOEHLER	BRIDGET	\$23.00	PRINCIPAL'S SECRETARY
KOWALESKI	LAURIE	\$17.75	INSTRUCTIONAL AIDE
KUENKEL	TARA	\$22.25	INSTRUCTIONAL AIDE, SPED EC
LAWLER	CAYDEAN	\$22.25	CUSTODIAN
LONG	FLOYD	\$23.00	CUSTODIAN
LONG	THERESA	\$20.75	FOOD SERVICE WORKER
LOUANGRATH	MALAYSIA-REAGA	\$16.25	SPED BUS AIDE
LURZ	SHERRY	\$30.75	EXECUTIVE BOOKKEEPER 1
MACKABEN	ANNETTE	\$17.75	INSTRUCTIONAL AIDE, SPED K-12
MACKIE	BRENDA	\$18.50	INSTRUCTIONAL AIDE, SPED K-12
MANNING	SUSAN	\$23.00	CUSTODIAN
MANNING	SUSAN	\$21.50	WAREHOUSE ASST
MARCUS	SANDELL	\$16.25	LUNCHROOM AIDE
MARKERT	ANN-LOUISE	\$18.50	INSTRUCTIONAL AIDE, SPED K-12
MCAULIFFE	JAMIE	\$19.75	FOOD SERVICE WORKER
MCGUIRE	KACIE	\$18.50	INSTRUCTIONAL AIDE, SPED K-12
MCPHERSON	JACKIE	\$30.75	ADMINISTRATIVE ASSISTANT
MEDINA	CHRISTIE	\$20.00	FOOD SERVICE WORKER
MEIER	UGENE	\$24.20	BUS DRIVER

MEIER	SANDRA	\$19.25	LUNCHROOM AIDE
MESSMER	ANGELA	\$17.75	FOOD SERVICE WORKER
MEVERDEN	KAYLA	\$27.75	HELP DESK & SERVER SUPPORT
MILLER	HARVEY	\$23.00	CUSTODIAN/NIGHT
MILLER	HELEN	\$17.75	FOOD SERVICE WORKER
MILLER	AMANDA	\$22.25	SECRETARY
MURPHY	ANDREA	\$22.25	INSTRUCTIONAL AIDE, TITLE
MUSFELT	TRENT	\$19.25	CUSTODIAN/DAY
NELSON	TAMMY	\$20.75	BUS AIDE
NELSON	TAMMY	\$25.85	BUS DRIVER
OAKLEY	STEPHANIE	\$17.75	INSTRUCTIONAL AIDE, TITLE
OBERLANDER	SHERYLL	\$20.75	FOOD SERVICE WORKER
OBERLANDER	LEONA	\$22.25	SECRETARY SPED
OLSON	LISA	\$22.25	CARR INSTRUCTIONAL AIDE 18 TO 21 TRANSITION
OSTEN	CAROL	\$27.00	TECH HELP DESK/SERVER SUPPORT
PARIS	MONICA	\$20.00	INSTRUCTIONAL AIDE, SPED K-12
PETERSON	JARRED	\$27.00	ELECTRICIAN
PETROVICH	KARIE	\$22.55	BUS DRIVER
PITTS	GERED	\$17.00	FOOD SERVICE WORKER
PORUBENSKY	BRANDON	\$20.75	CUSTODIAN
PRANGE	LEXI	\$27.00	INSTRUCTIONAL AIDE, SLP
PRENTICE	CHONDA	\$18.50	FOOD SERVICE WORKER
PRESTJOHN	JESSICA	\$18.50	SECRETARY
PRIEST	THOMAS	\$26.25	GROUNDKEEPER/CARPENTER
PRPICH	LAURIE	\$22.25	SECRETARY SPED
QUIGLEY	COLLEEN	\$20.75	LUNCHROOM AIDE
RATH	ROBERT	\$18.50	INSTRUCTIONAL AIDE, SPED K-12
READY	BRANDON	\$33.50	SKILLED HEAD MECHANIC/1:1:1/CDL
RENCOUNTRE	LAURA	\$17.00	FOOD SERVICE WORKER
RIGGS	NATALIE	\$16.25	INSTRUCTIONAL AIDE, LIBRARY
ROBERTS	ETHAN	\$19.25	CUSTODIAN/NIGHT
ROSS	WENDY	\$27.00	EXECUTIVE BOOKKEEPER 1
SANDERS	WENDELL	\$21.73	BUS DRIVER
SAVAGE	GRANT	\$25.85	BUS DRIVER
SAVAGE	LAURA	\$23.38	BUS DRIVER
SCHLEUSNER	DENISE	\$22.25	SECRETARY SPED
SCHOCK	LUANN	\$22.25	INSTRUCTIONAL AIDE, SPED K-12
SCHROEDER	AMANDA	\$17.75	INSTRUCTIONAL AIDE, SPED K-12
SCOFIELD	LISA	\$25.85	BUS DRIVER
SHARP	RICHARD	\$25.85	BUS DRIVER
SHORT	KACEY	\$15.50	FOOD SERVICE WORKER
SIRES	LARAE	\$17.75	INSTRUCTIONAL AIDE, LIBRARY
SMALL	RENA	\$19.25	SECRETARY
SMITH	TERRI	\$25.85	BUS DRIVER
SMITH	KAYLIN	\$17.75	COUNSELOR SECRETARY
SMITH	TIMOTHY	\$22.25	CUSTODIAN/NIGHT
SNARSKI	EDWIN	\$25.03	BUS DRIVER
SNARSKI	EDWIN	\$20.00	SPED BUS AIDE
SPEARS	ELIZABETH	\$18.50	INSTRUCTIONAL AIDE, SPED K-12
STEARNS	HALIE	\$17.75	INSTRUCTIONAL AIDE, LIBRARY
STEWART	MONICA	\$16.25	LUNCHROOM SUPERVISOR
STOLICKER	GINA	\$20.00	INSTRUCTIONAL AIDE, SPED K-12
STUKERJURGEN	LUANN	\$20.75	CENTRAL REGISTRAR
STURGIS	LORELEI	\$17.75	INSTRUCTIONAL AIDE, SPED K-12
SUKUT	GRETA	\$18.50	INSTRUCTIONAL AIDE, SPED K-12
TEMPLE	JADE	\$41.98	COMMUNICATIONS COORDINATOR
THOMAS	PRINCESS	\$17.00	LUNCHROOM AIDE

THOMPSON	LISA	\$22.25	SECRETARY
TRIPLET	MELISSA	\$19.25	SECRETARY SPED
UDELL	NATHAN	\$21.75	GROUNDKEEPER
ULRICH	TIMOTHY	\$23.00	CUSTODIAN/NIGHT
ULRICH	MARLA	\$17.75	INSTRUCTIONAL AIDE, SPED K-12
UNDERWOOD	LAUREN	\$16.25	LUNCHROOM AIDE
USERA	NICHOLE	\$20.00	FOOD SERVICE WORKER
VAUGHN	PAMELA	\$23.00	PRINCIPAL'S SECRETARY
VETCH	ERIC	\$17.75	INSTRUCTIONAL AIDE, SPED K-12
VIOLET	LESLIE	\$22.25	INSTRUCTIONAL AIDE, SPED K-12
WALKER	JAMES	\$24.75	TECHNOLOGY DATABASE/SUPPORT
WALTMAN	JACE	\$44.72	BUILDING AND GROUNDS COORDINATOR
WARREN	BARBARA	\$20.75	LUNCHROOM AIDE
WHITE	KIMBERLY	\$17.00	LUNCHROOM AIDE
WORONIECKI	MEGUMI	\$17.75	FOOD SERVICE WORKER

June 1, 2024 FINANCIAL	GENERAL FUND	CAPITAL OUTLAY	SPECIAL EDUCATION
BALANCE 5/31/24	(215,188.63)	1,385,006.53	2,367,208.13
RECEIPTS:			
TAXES	112,591.50	77,362.97	40,684.08
INTEREST	857.56	0.00	0.00
ADMISSIONS	0.00	0.00	0.00
LOCAL	2,113.30	171.94	0.00
COUNTY	15,509.67	0.00	0.00
STATE	1,269,917.00	0.00	273,930.00
FEDERAL	400.43	0.00	6,272.00
OTHER	875.00	0.00	0.00
INTERFUND TRAN.	18,591.71	0.00	0.00
TOTAL RECEIPTS:	1,420,856.17	77,534.91	320,886.08
DISBURSEMENTS:			
VERIFIED CLAIMS	501,296.93	803,339.43	54,843.43
SALARIES	1,890,400.08	0.00	360,112.26
TRANSFERS OUT			
BALANCE 06/30/24	(1,186,029.47)	659,202.01	2,273,138.52
BALANCE 06/30/23	(564,705.59)	2,182,162.30	1,654,083.83

June 1, 2024 FINANCIAL	FEDERAL PROJECTS	UNEMPLOY- MENT FUND
BALANCE 5/31/24	(3,828,899.17)	49,497.51
RECEIPTS:		
LOCAL		
STATE		
FEDERAL	229,382.00	0.00
REIMBURSEMENTS		
OTHER (LOCAL) -AFROTC	0.00	0.00
INTERFUND TRAN.		
TRANSFER IN		
TOTAL RECEIPTS:	229,382.00	0.00
DISBURSEMENTS:		
VERIFIED CLAIMS	54,112.97	0.00
SALARIES	396,371.25	0.00
TRANSFERS OUT		
BALANCE 06/30/24	(4,050,001.39)	49,497.51
BALANCE 06/30/23	(3,379,776.32)	49,497.51

June 1, 2024 FINANCIAL	DEP CARE	MEDICAL REIMB	IMPACT AID
BALANCE 5/31/24	2,141.37	880.68	31,510,539.54
RECEIPTS:			
INTEREST	0.00	0.00	18,591.71
FEDERAL	0.00	0.00	0.00
LOCAL	1,051.52	2,093.00	0.00
OTHER			
INTERFUND TRAN.			
LOANS			
TOTAL RECEIPTS:	1,051.52	2,093.00	18,591.71
DISBURSEMENTS:			
VERIFIED CLAIMS	1,087.15	2,468.65	0.00
EXPENDITURES/TRANSFERS OUT	0.00	0.00	18,591.71
BALANCE 06/30/24	2,105.74	505.03	31,510,539.54
BALANCE 06/30/23	86.36	3,318.21	27,848,776.54

June 1, 2024 FINANCIAL	FOOD SERVICE	FIDUCIARY FUNDS
BALANCE 5/31/24	274,353.24	303,638.61
RECEIPTS:		
INTEREST		
SALES	(48.88)	0.00
STATE	2,462.40	0.00
FEDERAL	55,778.19	0.00
LOCAL	478.49	8,770.81
OTHER		
INTERFUND TRAN.		
LOANS		
TOTAL RECEIPTS:	58,670.20	8,770.81
DISBURSEMENTS:		
VERIFIED CLAIMS	66,402.69	12,139.01
SALARIES	56,576.04	22.76
BALANCE 06/30/24	210,044.71	300,247.65
BALANCE 06/30/23	336,935.81	246,422.41

Board Report - For School Board 08/15/2024

<u>Vendor Name</u>	<u>Check #</u>	<u>Expensed</u>	<u>Amount</u>
ACE HARDWARE - WEST	184386		23.98
ALL SEASONS PEST CONTROL	184306		215.00
AMERICAN AIRLINES	184382		568.46
ANCORA PUBLISHING	184307		14,782.05
ARBOR SCIENTIFIC	184308		444.46
ASCD	184309		125.00
ATHLETIC.NET LLC	184382		135.00
BERS WINDY FLATS RUBBLE SITE	184310		35.00
BIO CORPORATION	184311		554.67
BLACK HILLS CONFERENCE	184387		600.00
BLACK HILLS ROOFING, INC.	184312		191.00
BLACK HILLS SPORTS OFFICIALS ASSOCIATION	184313		650.00
BLICK ART MATERIALS	184388		2,280.08
BOX ELDER HARDWARE	184315		475.04
BRANDON VALLEY SCHOOL DISTRICT 49-2	184389		2,179.20
BRIGHTLY SOFTWARE	184390		5,493.33
CARSON-DELLOSA PUBLISHING LLC	184317		10.29
CENTURY BUSINESS	184319		99.00
CENTURYLINK	184392		494.90
CITY OF BOX ELDER/PUBLIC WORKS DEPT	184320		2,412.33
CLARK PRINTING, INC.	184393		820.35
COLUMN SOFTWARE PBC	184394		391.28
CR'S CRAFTS	184382		408.79
CREATIVE EDUCATION SERVICES	184322		195.00
DAKOTA POTTER'S SUPPLY	184397		906.22
DELTAMATH SOLUTIONS	184325		750.00
DEMCO, INC	184398		123.68
DOUGLAS PETTY CASH	184326		1,535.00
DUET RESOURCE GROUP/DJMI	184327		160.00
DYNA-KLEEN SERVICE	184401		30,732.00
EBACH ENTERPRISES	184402		25,323.60
EVERGREEN OFFICE PRODUCTS	184328		7,320.10
FIDUCIARY ACCOUNT	184404		3,630.90
FLINN SCIENTIFIC INC	184329		2,586.63
FREED'S FLOORS	184405		150.00

Board Report - For School Board 08/15/2024

<u>Vendor Name</u>	<u>Check #</u>	<u>Expensed</u>	<u>Amount</u>
Gettysburg Flag Works	184331		577.83
GEYER INSTRUCTIONAL AIDS INC	184332		176.95
GLOBAL INDUSTRIAL	184333		128.25
GOPHER SPORT	184334		643.99
GRAINGER, INC	184406		2,287.86
GRAMMARLY INC	184336		3,454.00
GREAT WESTERN TIRE COMPANY	184407		29.95
HAALAND, JOSHUA	184408		75.49
HAUFF MID-AMERICA SPORTS INC.	184383	X	3,822.13
HILLYARD INC	184337		2,525.13
HILTON GARDEN INN-NASHVILLE DOWNTOWN	184382		1,833.17
IMAGINE LEARNING INC	184338		32,900.00
INNOVATIVE OFFICE SOLUTIONS	184339		5,716.72
JIM'S PRIVATE UTILITY LOCATING	184411		170.00
KAHOOT! ASA	184412		522.62
KOCH, MaATTHEW	184300	X	180.00
KSB SCHOOL LAW	184413		2,000.00
KUTA SOFTWARE	184341		150.00
LEXIIA VOYAGER SOPRIS LEARNING INC	184415		13,942.50
LYNN JACKSON SHULTZ & LEBRUN PC INC	184342		738.00
M E MILLER TIRE CO	184382		551.35
MAXIMUM PROMOTIONS	184301	X	4,348.52
MCPHERSON, JACKIE	184417		184.79
MIDWEST CONNECT	184347		144.00
MINILOTS	184348		102.41
MONTANA DAKOTA UTILITIES COMPANY, INC.	182		1,169.27
MOSYLE CORPORATION	184419		808.50
MYSTERY SCIENCE IN.C	184349		1,495.00
NAFIS	184382		1,400.00
NAVIGATE 360, LLC	184420		262.50
NORTH CENTRAL BUS & EQUIPMENT CO. INC	184302	X	503.38
NORTHWEST PIPE FITTINGS, INC.	184421		158.70
OLNEY, TRISTA	184353		327.76
PEACHJAR INC	184422		2,800.00
POWER HOUSE	184354		66.98

Board Report - For School Board 08/15/2024

<u>Vendor Name</u>	<u>Check #</u>	<u>Expensed</u>	<u>Amount</u>
PRAIRIE RIDGE	184423		3,500.00
PROGRESS PUBLICATIONS	184357		550.00
PROMODIRECT	184382		623.88
RAPID CITY JOURNAL LEE ADVERTISING	184384	X	303.88
REGION IV ADMINISTRATORS	184424		270.00
RIO GRANDE	184359		206.59
RIVERSIDE TECHNOLOGIES INC	184304	X	8,144.00
RUSHMORE PLAZA HOLIDAY INN	184425		90.19
SAM'S CLUB	184382		330.77
SANDAL, SHANNA	184361		38.02
SASD	184426		7,782.00
SCHOLARBUYS	184363		2,500.00
SCHOLASTIC NEWS	184364		464.40
SCHOOL MATE	184365		249.00
SCHOOL NURSE SUPPLY	184427		2,736.12
SCHOOL SPECIALTY INC.	184428		524.36
SDACTE	184429		795.00
SDHSAA	184367		496.00
SG CONSULTING	184368		690.00
SHI INTERNATIONAL CORP.	184369		19,702.97
SOFTWARE UNLIMITED INC	184430		150.00
STUDIES WEEKLY	184431		714.17
TEACHER INNOVATIONS INC	184371		1,586.00
TEMPERATURE TECHNOLOGY INC	184432		590.00
TIME RENTAL	184372		86.08
UNITED AIR LINES	184382		160.00
US BANK	184382		3,491.16
VALLEY SWEEPING, INC.	184434		6,010.74
VANWAY TROPHY & AWARD, INC.	184374		87.40
VERIZON WIRELESS	184435		397.00
VOYAGER FLEET SYSTEMS, INC.	184436		1,132.85
WADDELL, KELLI	184437		150.00
WAGeworks, INC	184375		1,351.64
WARNE CHEMICAL & EQUIPMENT, INC.	184376		709.00
WEST RIVER ELECTRIC-AUTOPAY	181		1,395.25

Board Report - For School Board 08/15/2024

<u>Vendor Name</u>	<u>Check #</u>	<u>Expensed</u>	<u>Amount</u>
WESTERN COMMUNICATIONS, INC.	184377		768.00
GENERAL FUND			261,776.56
BORDER STATES ELECTRIC INC	184314		2,673.38
CENTURY BUSINESS	184391		3,111.30
CO-OP ARCHITECTURE	184396		22,900.00
CRESCENT ELECTRIC	184323		3,657.99
DAKOTA SUPPLY GROUP, INC.	184324		3,928.24
HAUFF MID-AMERICA SPORTS INC.	184409		5,372.90
MAMMOTH SPORTS CONSTRUCTION, LLC	184343		632,200.00
MATH LEARNING CENTER, THE	184344		9,504.00
MENARDS	184418		3,658.84
NORTHWEST PIPE FITTINGS, INC.	184352		86.56
POWER HOUSE	184354		35,358.00
PRINT MARK-ET	184355		155.25
RIVERSIDE TECHNOLOGIES INC	184360		2,409.88
STAGES LEARNING	184370		36,725.00
WEBSTAIRANT STORE	184382		10,062.49
CAPITAL OUTLAY			771,803.83
ACE HARDWARE - WEST	184386		451.90
AMERICAN AIRLINES	184382		431.95
CHILDREN'S CARE HOSPITAL & SCHOOL	184296	X	6,800.00
CPI	184297	X	200.00
CROOKS, TERESA	184298	X	176.40
EDUCATIONAL ADVANTAGES, INC.	184403		6,388.80
FIDUCIARY ACCOUNT	184404		4,751.18
FUN AND FUNCTION	184330		312.09
MENARDS	184418		581.00
N2Y LLC	184350		174.99
NCS PEARSON, INC.	184351		8,040.00
PRO-ED, INC.	184356		702.90
RATWIK, ROSZAK & MALONEY, P.A	184303	X	79.50
SD DEPARTMENT OF HUMAN SERVICES	184305	X	13,800.66
TOTEM PD	184433		420.00
USD CENTER FOR DISABILITIES	184373		600.00
WESTERN PSYCHOLOGICAL SERVICES	184378		121.00
SPECIAL ED			44,032.37

Board Report - For School Board 08/15/2024

<u>Vendor Name</u>	<u>Check #</u>	<u>Expensed</u>	<u>Amount</u>
WEBSTAIRANT STORE	184382		1,054.79
FOOD SERVICE			1,054.79
1 HOTEL NASHVILLE	184382		3,256.40
AANENSON MEDIA LLC	184385		3,987.00
CARPETS FOR KIDS	184316		544.89
CENGAGE LEARNING	184318		454.50
COMMUNITY PLAYTHINGS	184395		1,040.00
DISCOUNT SCHOOL SUPPLY	184399		4,791.13
DREAMBOX LEARNING	184400		11,150.00
LEADERSHIP MATTERS LLC	184414		13,360.17
MCGRAW HILL SCHOOL EDUCATION	184416		34,654.54
NAVIGATE 360, LLC	184420		2,543.10
RIVERSIDE TECHNOLOGIES INC	184360		299,974.00
UNITED AIR LINES	184382		80.00
GRANTS			375,835.73
SUBTOTAL			1,454,503.28
CASH-WA DISTRIBUTING COMPANY, INC.	12489		7,345.75
DOUGLAS PETTY CASH	12490		495.00
PAN-O-GOLD BAKING COMPANY, INC.	12491		216.04
PARTS TOWN	12492		308.13
PRAIRIE FARMS	12493		3,598.05
REINHART FOOD SERVICE LLC	12494		8,052.96
SERVALL TOWEL & LINEN SUPPLY, INC.	12495		99.93
FOOD SERVICE			20,115.86
Grand Total:			1,474,619.14

PAYROLL EXPENDITURES

JULY 5 2024

JULY 19 2024

TOTALS

\$942,604.67

\$897,180.78

**Douglas School District 51-1
CONFLICT OF INTEREST DISCLOSURE**

This is a Public Document

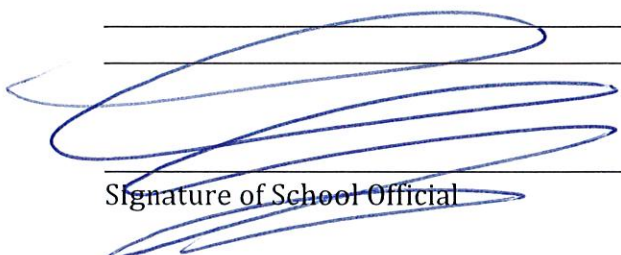
Name of the school official requesting the waiver: Tanya Gray

The disclosure is for the purpose of notifying the School Board of Douglas School District of:
0 an interest in a contract
 a direct benefit from a contract

Identify the following:

- a) all parties to the contract: Michael Clark
- b) the person's role in the contract: Acting Secretary + Coach
- c) the purpose(s)/objective(s) of the contract: per job description
- d) the consideration or benefit conferred or agreed to be conferred upon each party: - per Douglas School District contract
general application
- e) the length of the contract: 2024-2025 school year
- f) any other relevant information: Wa

If the disclosure relates to the school official deriving a direct benefit from a contract, explain how the terms of the contract are fair, reasonable, and not contrary to the public interest such that authorization should be granted by the school board.



Signature of School Official

7/25/24
Date

Douglas School District 51-1
CONFLICT OF INTEREST DISCLOSURE
This is a Public Document

Name of the school official requesting the waiver: Tanya Gray

The disclosure is for the purpose of notifying the School Board of Douglas School District of:

- an interest in a contract
- a direct benefit from a contract

Identify the following:

- a) all parties to the contract: Brook Clark
- b) the person's role in the contract: MS Teacher + Coach MS/HS
- c) the purpose(s)/objective(s) of the contract: per job description
- d) the consideration or benefit conferred or agreed to be conferred upon each party: per Douglas School District Contract
- e) the length of the contract: 2024-2025 School Year
- f) any other relevant information: NA

If the disclosure relates to the school official deriving a direct benefit from a contract, explain how the terms of the contract are fair, reasonable, and not contrary to the public interest such that authorization should be granted by the school board.


Signature of School Official

7/25/24
Date



CHANGE ORDER

PROJECT (Name & Address)

Douglas High School 23-0151
420 Patriot Dr.
Box Elder, SD 57719

OWNER INFORMATION

Contract For: Football Field & Track

CHANGE ORDER INFORMATION

Change Order No: One (1)
Date: 7/23/2024

CONTRACTOR

Mammoth Sports Construction
601 E Wyandotte Street
Meriden, KS 66512

OWNER

Douglas School District
400 Patriot Dr.
Box Elder, SD 57719

THE SUBCONTRACT IS CHANGED AS FOLLOWS:

(Insert a detailed description of the change, and if applicable, attached or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives)

CE #7 Concrete Adds per attached: \$85,417.07
CE #8 Infield Corn Boxes per attached: \$8,963.19
CE #9 Soil Stabilization Credit per attached: -\$58,385.00
CE #10 Electrical Allowance Credit per attached: -\$20,000.00

The original (Subcontract Sum) (Guaranteed Maximum Price) was	\$ 3,161,000.00
The net change by previously authorized Change Orders	\$ 0.00
The (Subcontract Sum) (Guaranteed Maximum Price) prior to this Change Order was	\$ 3,161,000.00
The (Subcontract Sum) (Guaranteed Maximum Price) will be (increased) (decreased) (unchanged) by this Change Order in the amount of	\$ 15,995.26
The new Contract Amount including this Change Order	\$ 3,176,995.26
The Subcontract Time will be (increased) (decreased) (unchanged) by (1) days	
The new date of Substantial Completion will be	

NOT VALID UNTIL SIGNED BY THE OWNER AND CONTRACTOR

Mammoth Sports Construction

CONTRACTOR (Firm Name)

John Moisan

Digitally signed by John Moisan
DN: C=US, E=John.Moisan@mammothbuilt.com,
O=Mammoth Sports Construction,
OU=Mammoth, CN=John Moisan
Date: 2024.07.23 17:03:14-0500'

SIGNATURE

John Moisan (Project Manager)

PRINTED NAME AND TITLE

7/23/2024

Douglas 51-1 School District

OWNER (Firm Name)

Kevin E Case

SIGNATURE

Kevin E. Case, Superintendent

PRINTED NAME AND TITLE

7/25/2024



Change Event 7

Concrete Adds		
	Sidewalk 300' Long 6' Wide	\$ 15,640.30
	Shot Put Pit Add (200 sf concrete add)+ Ag Lime 2240 sf	\$ 21,032.40
	Concrete Drive for Shed	\$ 6,165.90
	Concrete between LJ Pits (1750 sf) + sides (400 sf each)	\$ 22,237.80
	Sidewalk 165' Long 5' Wide	\$ 10,450.00
	Shed Concrete (Walk Door)	\$ 2,560.00
	Sidewalk 70' Long 6' Wide	\$ 5,623.00
	Excise Tax 2.04%	\$ 1,707.67
	Total	\$ 85,417.07



Change Event 9

Soil Stabilization			
	Allowance	\$283,000.00	
	Cost	\$224,615.00	
	Credit	(\$58,385.00)	
		Total	(\$58,385.00)



Change Event 8

Infield Com Boxes			
	Com Boxes	\$8,784.00	
	Excise Tax 2.04%	\$179.19	
	Total		\$8,963.19



Change Event 10

Electrical Allowance			
	Allowance Credit	(\$20,000.00)	
		Total	(\$20,000.00)

DOUGLAS SCHOOL DISTRICT				
PERSONNEL ACTION 8/12/2024				
Classified Service Factor Bonus				
Name	Position/Years	Amount	Dates of Service	
Jessica Gaudino	Registered Nurse / 5 years	\$261.45	8/12/2019 - 8/12/2024	
Kristyn LaBine	Instructional Aide / 5 years	\$269.86	8/12/2019 - 8/12/2024	
Classified Resignations/Terminations				
Name	Position	Location	Effective Date	
Amanda Schroeder	Instructional Aide	VES	08-02-2024	
Megumi Woroniecki	Food Services	MS	08-06-2024	
Holly Howie	Asst Dance Coach	HS	08-07-2024	
Pamela Crowther	Instructional Aide	BC	07-31-2024	
Classified Voluntary Transfer Request				
Name	From Bldg / Position / Hrs / Wage	To Bldg / Position / Hrs / Wage	Effective Date	
Kristen Goff	VES/Food Services/\$17.00 hr	HS/Food Services/\$17.00 hr	2024-2025	Assignment
Certified Staff Hiring				
Name	Location / Position	Wage	Effective Date	
Sherry Oyler	HS/.5 Math	\$36,600.00	2024-2025	
Classified Staff Hiring				
Name	Location / Position	Wage	Effective Date	
Amanda Senft	Carr/EC Instructional Aide	\$17.75	2024-2025	
Tina Lee	VES/Lunchroom Aide	\$17.00	2024-2025	
Elizabeth Nelson	Carr/EC Instructional Aide	\$17.00	2024-2025	
Carrie Barbee	VES/Lunchroom Aide	\$15.50	2024-2025	
Janine Ysidro	BC/Instructional Aide	\$18.50	2024-2025	
Billie Keester	BC/Instructional Aide Library	\$17.00	2024-2025	

	Kayla Neuschwander	VES/FSW	\$15.50	2024-2025	
	Ronald Timblin	Trans/Bus Driver	\$21.73	2024-2025	
	Patti Schroeder	Trans/Bus Aide	\$15.50	2024-2025	
Temporary Hires					
	Name	Position	Salary	Effective Date	
	Jordyn McPherson	HS Asst Volleyball Coach	\$4,213.00	2024-2025	
	Kimberly Cook	HS Deptment Head Coach	\$1,500.00	2024-2025	
	Jennifer Stelzig	HS Band	\$6,720.00	2024-2025	
	Jennifer Stelzig	HS Chorus	\$3,463.00	2024-2025	
	Jesse Hamer	HS Student Council Head/Asst Coach	\$859/\$1597.50	2024-2025	
	Arianna Grindle	HS Student Council Head/Asst Coach	\$859/\$1597.50	2024-2025	
	Amy Rowe	HS National Honors	\$1,886.00	2024-2025	
	Jason Boeding	HS Industial Tech/Robotics	\$1,742.00	2024-2025	
	Dawn Beltan	HS Youth 2 Youth	\$1,718.00	2024-2025	
	Anthony Burns	HS Yearbook	\$3,629.00	2024-2025	
	LuAnn Stukerjurgan	HS Competitive Cheer Head Coach	\$6,293.00	2024-2025	
	Ashley Von Eye	HS Competitive Cheer Asst Coach	\$1,960.00	2024-2025	
	Ashley York	HS Competitive Dance Head Coach	\$6,036.00	2024-2025	
**	Holly Howie	HS Competitive Dance Asst Coach	\$1,933.00	2024-2025	
	Chris Wieman	HS Cross Country Head Coach	\$6,207.00	2024-2025	
	Marlee Wieman	HS Cross Country Asst Coach	\$4,465.00	2024-2025	
	Kevin Plooster	HS Drama (Fall) Head Coach	\$7,062.00	2024-2025	
	Anna Vaughn	HS Drama (Fall) Asst Coach	\$3,240.00	2024-2025	
	Jesse Hamer	HS Drama (Fall) Asst Coach	\$3,284.00	2024-2025	
	Alex Ferdinand	HS Football Head Coach	\$6,989.00	2024-2025	
	Dale Daugherty	HS Football Asst Coach	\$4,588.00	2024-2025	
	Tony Keen	HS Football Asst Coach	\$4,895.00	2024-2025	
	George Johnson	HS Football Asst Coach	\$4,465.00	2024-2025	
	Randy Thibeau	HS Football Asst Coach	\$4,465.00	2024-2025	
	Paul Ferdinand	HS Football Asst Coach	\$4,526.00	2024-2025	
	Amy Rowe	HS Golf (Boys) Head Coach	\$6,635.00	2024-2025	

	Matthew Koch	HS Knowledge Bowl	\$1,694.00	2024-2025	
	Nick Mayer	HS Soccer (Boys) Head Coach	\$6,036.00	2024-2025	
	Andrea Murphy	HS Soccer (Boys) Asst Coach	\$4,465.00	2024-2025	
	Oscar Maturano	HS Soccer (Girls) Head Coach	\$6,293.00	2024-2025	
	Sarah Tucker	HS Volleyball Head Coach	\$7,583.00	2024-2025	
	Mike Clark	HS Volleyball Asst Coach	\$4,526.00	2024-2025	
	Rachel Quimby	HS Volleyball Asst Coach	\$4,834.00	2024-2025	
	Rebekah Varilek	HS Volleyball Asst Coach	\$4,711.00	2024-2025	LOA
	Travis Miller	HS Basketball (Boys) Head Coach	\$7,880.00	2024-2025	
	Kraig Blomme	HS Basketball (Boys) Asst Coach	\$4,403.00	2024-2025	
	Travis Ladwig	HS Basketball (Boys) Asst Coach	\$4,711.00	2024-2025	
	Jeff Wimp	HS Basketball (Boys) Asst Coach	\$4,895.00	2024-2025	
	Mike Clark	HS Basketball (Girls) Head Coach	\$7,286.00	2024-2025	
	Brooke Clark	HS Basketball (Girls) Asst Coach	\$4,588.00	2024-2025	
	Tony Keen	HS Basketball (Girls) Asst Coach	\$4,895.00	2024-2025	
	Tori Nielsen	HS Basketball (Girls) Asst Coach	\$4,403.00	2024-2025	
	LuAnn Stukerjurgan	HS Cheer Head Coach	\$3,284.00	2024-2025	
	Tony Mraz	HS Debate Head Coach	\$6,207.00	2024-2025	
	Amanda Awe	HS Debate Asst Coach	\$3,195.00	2024-2025	
	Kevin Plooster	HS Drama (One Act) Head Coach	\$7,062.00	2024-2025	
	Jesse Hamer	HS Drama (One Act) Asst Coach	\$3,284.00	2024-2025	
	Anna Vaughn	HS Drama (One Act) Asst Coach	\$3,240.00	2024-2025	
	Dale Daugherty	HS Wrestling (Boys) Head Coach	\$7,484.00	2024-2025	
	Jason Eddy	HS Wrestling (Boys) Asst Coach	\$4,403.00	2024-2025	
**	Amanda Leak	HS Wrestling Asst Coach	\$4,342.00	2024-2025	
	Nick Ferguson	HS Wrestling (Girls) Head Coach	\$7,781.00	2024-2025	
	Kevin Plooster	HS Drama (Spring) Head Coach	\$7,062.00	2024-2025	
	Jesse Hamer	HS Drama (Spring) Asst Coach	\$3,284.00	2024-2025	
	Anna Vaughn	HS Drama (Spring) Asst Coach	\$3,240.00	2024-2025	

	Amy Rowe	HS Golf (Girls) Head Coach	\$6,635.00	2024-2025	
	Courtney Tribby	HS Track & Field Head Coach	\$7,781.00	2024-2025	
	Jason Boeding	HS Track & Field Asst Coach	\$4,526.00	2024-2025	
	Mike Clark	HS Track & Field Asst Coach	\$4,526.00	2024-2025	
	Kaitlin Heier	HS Track & Field Asst Coach	\$4,895.00	2024-2025	
	Chris Wieman	HS Track & Field Asst Coach	\$4,465.00	2024-2025	
	Travis Miller	HS Track & Field Asst Coach (0.5)	\$2,417.00	2024-2025	
	Timothy Simonich	HS Track & Field Asst Coach (0.5)	\$2,201.50	2024-2025	
	Janee Leigh	MS Newspaper Head Coach	\$1,742.00	2024-2025	
	Cari Kennedy	MS Student Council Head Coach	\$1,694.00	2024-2025	
	Matt Howard	MS Knowledge Bowl Head Coach	\$1,718.00	2024-2025	
	Lindsay Scott	MS Chorus Head Coach	\$1,987.00	2024-2025	
	Luann Rosetter	MS Band Head Coach	\$2,179.00	2024-2025	
	Richard Hamil	MS Band Head Coach	\$2,179.00	2024-2025	
	Brian Palmer	MS Annual (Yearbook) Head Coach	\$1,718.00	2024-2025	
	Kevin Militello	MS Robotics Head Coach	\$1,766.00	2024-2025	
	Robert Rath	MS 7th Football Head Coach	\$3,437.00	2024-2025	
	Philip Morgan	MS 7th Football Asst Coach	\$2,443.00	2024-2025	
	Nick Ferguson	MS 8th Football Head Coach	\$3,533.00	2024-2025	
	Jason Boeding	MS 8th Football Asst Coach	\$2,648.00	2024-2025	
	Travis Miller	MS Cross Country Head Coach	\$3,773.00	2024-2025	
	Eric Elder	MS Cross Country Asst Coach	\$2,614.00	2024-2025	
	Brook Clark	MS 7th Girls Volleyball Head Coach	\$3,581.00	2024-2025	
	Tori Nielsen	MS 7th Girls Volleyball Asst Coach	\$2,477.00	2024-2025	
	Megan Steiger	MS 8th Girls Volleyball Head Coach	\$3,629.00	2024-2025	
	Shae Weber	MS 8th Girls Volleyball Asst Coach	\$2,477.00	2024-2025	
	Logan Phelps	MS Wrestling Head Coach	\$3,437.00	2024-2025	
	Brook Clark	MS 6th Girls Basketball Head Coach	\$1,287.00	2024-2025	
	Tori Nielsen	MS 7th Girls Basketball Head Coach	\$3,581.00	2024-2025	
	Jace Caldwell	MS 7th Girls Basketball Asst Coach	\$2,546.00	2024-2025	
	Danielle Hirvela	MS 8th Girls Basketball Head Coach	\$3,437.00	2024-2025	
	Kaitlin Heier	MS 8th Girls Basketball Asst Coach	\$2,648.00	2024-2025	
	Cassie Hamer	MS Drama Head Coach	\$3,240.00	2024-2025	
	Lindsay Scott	MS Drama Asst Coach	\$1,987.00	2024-2025	
	Abraham Wheeler	MS 6th Boys Basketball Head Coach	\$1,235.00	2024-2025	

	Kaitlin Heier	MS 7th Boys Basketball Head	\$3,821.00	2024-2025	
	Robert Rath	MS 7th Boys Basketball Asst	\$2,477.00	2024-2025	
	Jace Caldwell	MS 8th Boys Basketball Head	\$3,533.00	2024-2025	
	Allison Schuch	MS Cheerleading Head Coach	\$3,151.00	2024-2025	
	Cassie Hamer	MS Drama Head Coach	\$3,240.00	2024-2025	
	Lindsay Scott	MS Drama Asst Coach	\$1,987.00	2024-2025	
	Eric Elder	MS Track Head Coach	\$3,677.00	2024-2025	
	Melissa Poley	MS Track Asst Coach	\$2,477.00	2024-2025	
	Shae Weber	MS Track Asst Coach	\$2,580.00	2024-2025	
	Rachel Quimby	MS Track Asst Coach	\$2,682.00	2024-2025	
	Kaylee Knudson	MS Track Asst Coach	\$2,477.00	2024-2025	
	Aaron Kowaleski	MS Track Asst Coach	\$2,580.00	2024-2025	
**	Personnel Action additions and updates made after initial publication and before scheduled school board meeting.				

Douglas School District

New Partnership

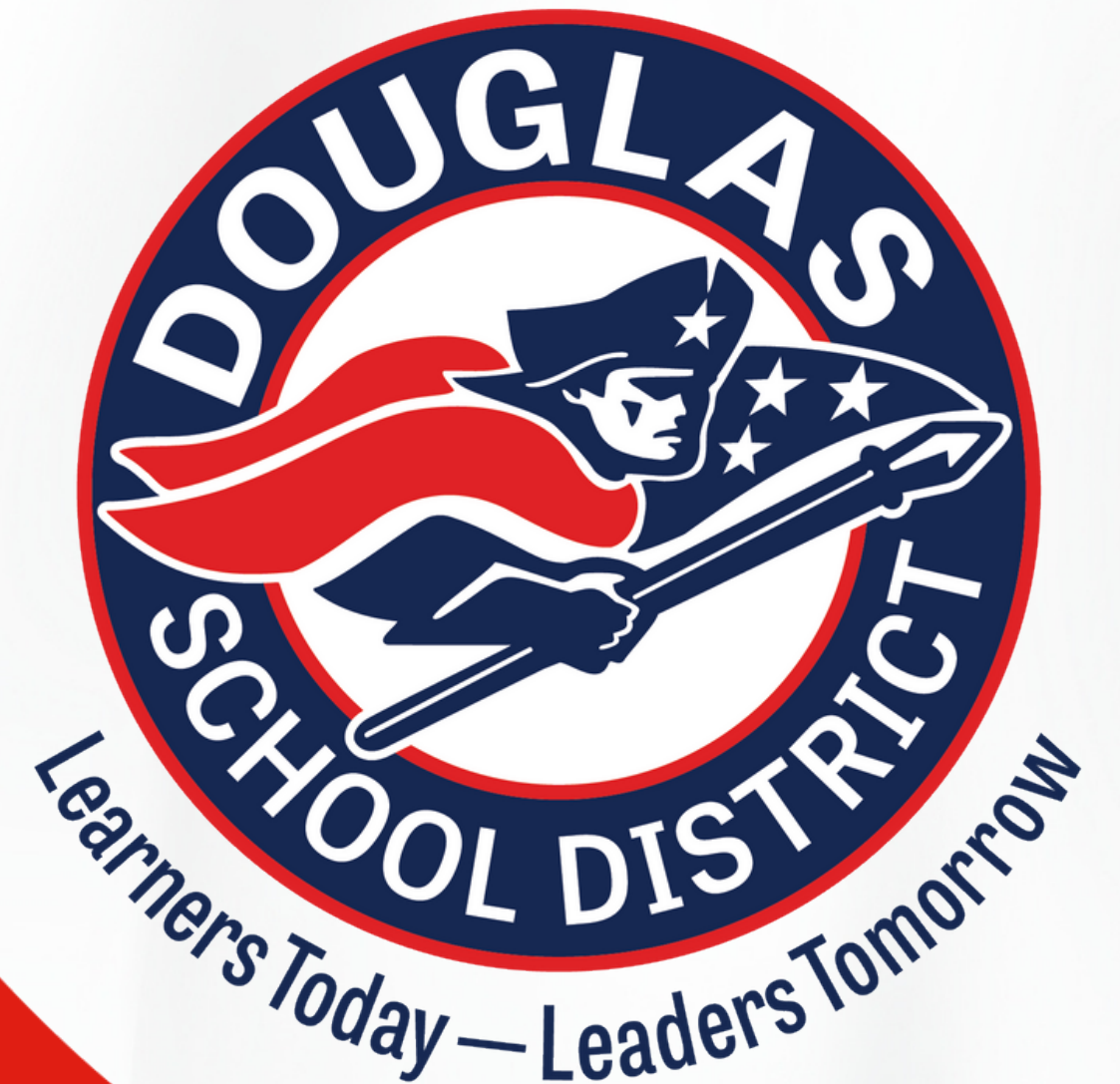
with

Lifeways Inc.



Visit Our Website:

DSDk12.net



Why Lifeways?

Referral	Vandenberg	Middle School	High School
Alcohol	0	3	3
Drugs	0	5	17
Tobacco	1	42	18



Why Lifeways?

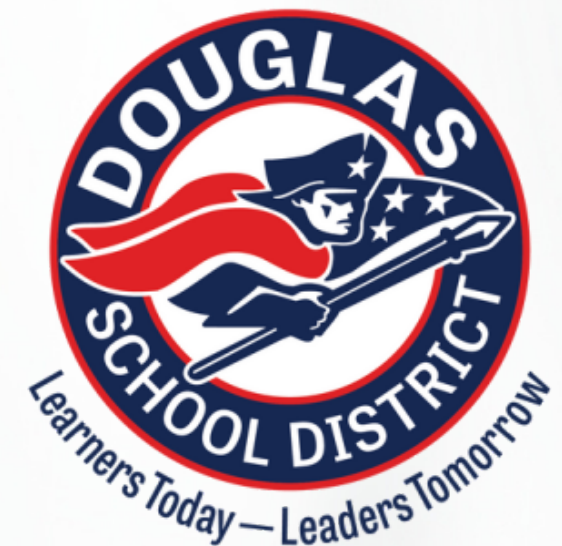
- Lifeways' Executive and Clinical Directors will serve as our two counselors - both are Licensed Addiction Counselors.
- The counselors become part of the school family, with office space in the school, building trusted relationships with students.
- Lifeways' prevention services are free to youth and families.
- Lifeways is the primary provider used by the Juvenile Diversion Program in the Pennco State's Attorney's Office
- Lifeways provides adolescent substance use prevention, intervention and outpatient treatment programs.
- Lifeways counselors provide prevention programming through individual, group, and classroom services.



Year 1 - Middle School

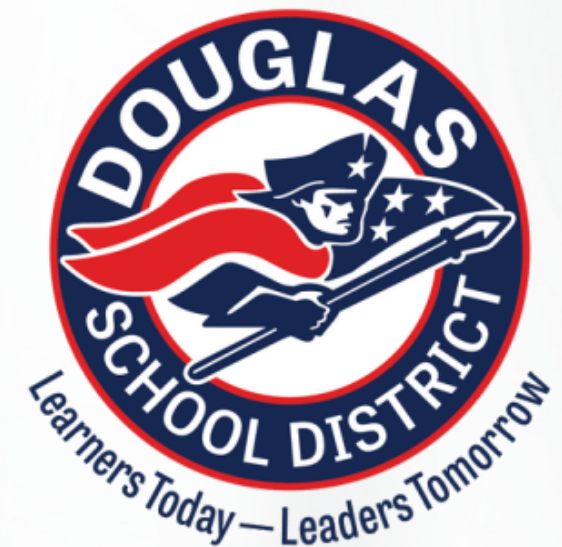
Goals:

- Increase awareness of tobacco risks and dangers for all Middle School students
- Increase awareness of drug and alcohol risks and dangers for 7th grade students
- Shorten referral times for students at risk of adverse behaviors
- Shorten screening and service times for students referred by State's Attorney's Office



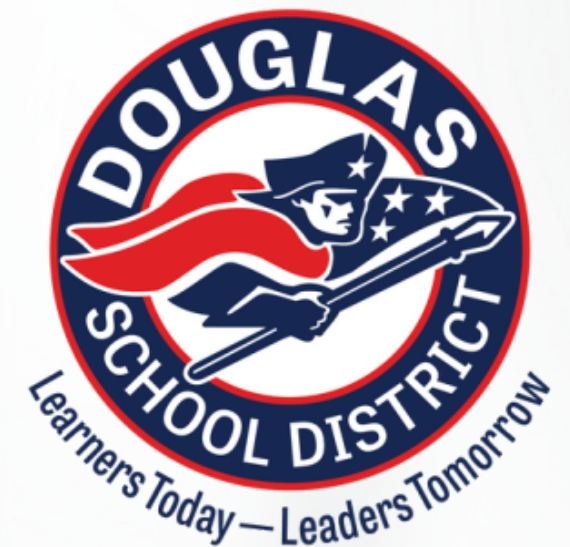
Education - Grades 6 - 8

- Lifeways will provide a single-session tobacco awareness class to all students in grades 6 - 8.
- Lifeways will deliver a 7-session series of alcohol and drug prevention classes to all 7th grade students through their social studies classes once weekly.



Pre-referral Services

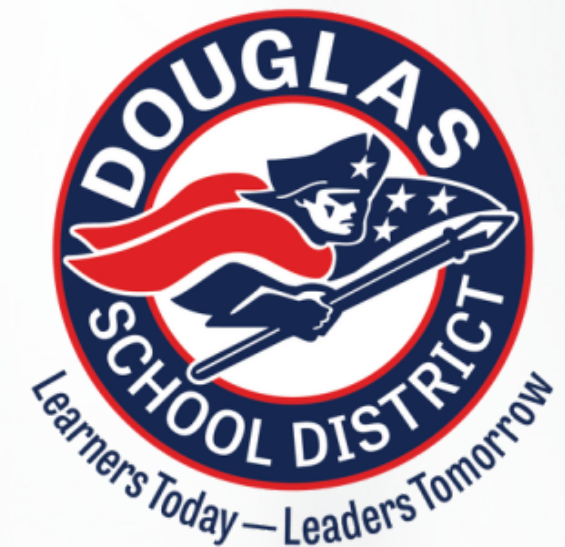
- Administrators may directly refer at-risk students for educational and/or screening services with Lifeways counselors.
- Students referred by the State's Attorney's Office for Lifeways support can begin their connection to Lifeways while at school to decrease wait time.



DSD's Contribution

- The Middle School will provide office space for Lifeways Counselors
- DSD will work with Lifeways to obtain funding to expand future programming to the full middle school (grades 6 - 8), the high school, and Vandenberg Elementary*

*as possible



Questions?





Douglas Patriots
Middle School & High School
Coaches Handbook 2024-2025

Middle School Activities Director: Nathan Batteen
High School Activities Director: Joshua Haaland

Updated: 8/1/2024

[Mission Statement](#)

[Vision Statement](#)

[Douglas Middle School & High School Coaching/Advising Philosophy](#)

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[Coach/Advisor Conduct](#)

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[Accident/Injury Report Procedures](#)

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[Awards, Records, & Recognitions](#)

[Activities Inclement Weather/Air Quality Procedures](#)

Mission Statement

“Our mission is to cultivate a culture where every student engages in activities that foster leadership skills, personal development, and a strong sense of responsibility.” Our vision is to promote a competitive spirit and to inspire individuals to excel, both in the classroom and as part of their collective teams and groups. We aim to develop well-rounded leaders who are ready to embrace challenges and drive positive change.”



Vision Statement

“Our vision is to promote a competitive spirit and to inspire individuals to excel, both in the classroom and as part of their collective teams and groups. We aim to develop well-rounded leaders who are ready to embrace challenges and drive positive change.”

Douglas Middle School & High School Coaching/Advising Philosophy

The Douglas School District considers all coaches and advisors as essential to the educational experience of all students. We must assume that the individual coach/advisor will apply him/herself to extra curricular and co-curricular assignments in the same professional manner displayed in a formal classroom situation. All athletics, clubs, and fine arts are considered to be an extension of the classroom.

Coaches/Advisors have a tremendous opportunity to influence young people. Extra curricular and co-curricular activities are an extension of the school day and the coach/advisor is the “teacher”. The “classroom” becomes the environment in which students practice, rehearse, perform, and/or compete. Every “classroom” provides opportunities for a coach/advisor to help young people become better students and better human beings.

All coaches will abide by the procedures and expectations laid out by the DHS Coaches/Advisors Handbook and all DSD Policies

Qualifications of a Coach/Advisor

The South Dakota High School Athletic Association (SDHSAA) is the governing body of interscholastic activities in South Dakota. As such, the SDHSAA website (sdhsaa.com), summarizes their coaching certification requirements as shown below:

Per SDHSAA Bylaws, all athletic coaches in grades 9-12 in member schools are required to meet the educational standards as established by the Board of Directors. The standards that have been established for all coaches, whether paid or volunteer, are completion of the following NFHS online education courses at www.nfhslearn.com prior to the individual beginning their coaching responsibilities (Course requirements may vary by activity) :

- Fundamentals of Coaching - Completed one time
- Concussion in Sports - Must be renewed every year after June 1st
- Heat Illness Prevention - Must be renewed every year after June 1st
- First Aid, Health & Safety - Must be renewed every 2 years
- The Collapsed Student - Must be renewed every 2 years
- Cheer & Dance Course - Must be completed only once per SDHSAA requirement, must be renewed every 4 years for continued liability insurance coverage

The Douglas School District also requires all coaches in grades 6-8, whether paid or volunteer, to complete the aforementioned NFHS online education courses.

The middle school and high school will reimburse coaches for successful completion of all mandatory coaching classes which require a fee to access, with budget approval. (Starting 2025-26)

All coaches, whether paid or volunteer, will be required to complete a mandatory background check through the Douglas School District and be board approved.

Coaches Code of Ethics

The function of a coach/advisor is to educate students through participation in interscholastic competition. An interscholastic program should be designed to enhance academic achievement and should never interfere with opportunities for academic success. Each student should be treated with the utmost respect, and his or her welfare should be considered in decisions by the coach at all times. Accordingly the following guidelines for coaches/advisors have been adopted by the NFHS Board of Directors:

1. **The Coach** shall be aware that he or she has a tremendous influence, for either good or ill, on the education of the student and, thus, shall never place the value of winning above the value of instilling the highest ideals of character.
2. **The Coach** shall uphold the honor and dignity of the profession. In all personal contact with students, officials, athletic directors, school administrators, the state high school athletic association, the media, and the public, the coach shall strive to set an example of the highest ethical and moral conduct.
3. **The Coach** shall take an active role in the prevention of drug, alcohol, and tobacco abuse.
4. **The Coach** shall avoid the use of alcohol and tobacco products when in contact with players.
5. **The Coach** shall promote the entire interscholastic program of the school and direct his or her program in harmony with the total school program.
6. **The Coach** shall master the contest rules and shall teach them to his or her team members. The coach shall not seek an advantage by circumvention of the spirit or letter of the rules.
7. **The Coach** shall exert his or her influence to enhance sportsmanship by spectators, both directly and by working closely with cheerleaders, pep club sponsors, booster clubs, and administrators.
8. **The Coach** shall respect and support contest officials. The coach shall not indulge in conduct which would incite players or spectators against the officials. Public criticism of officials or players is unethical.
9. **The Coach** should meet and exchange cordial greetings with the opposing coach to set the correct tone for the event before and after the contest.
10. **The Coach** shall not exert pressure on faculty members to give students special consideration.
11. **The Coach** shall not scout opponents by any means other than those adopted by the league and/or state high school athletic association

Coach/Advisor Conduct

Coaches/Advisors who fail to uphold the integrity of the DSD extracurricular and co-curricular programs and do not follow the coaches conduct/expectations will be reprimanded including, but not limited to, an administrative conference, letter of reprimand, or dismissal from the activities department.

Language

- Carefully consider the language used when speaking to or in the vicinity of any of our students, parents, and members of the community.
- Sport officials are not to be subjected to profane outburst and those who either use or tolerate the use of profanity are subject to be penalized.

Ejection from an Event

- If a coach/advisor is ejected from an event, they are to be suspended for a minimum of one event.
- If a coach/advisor is ejected from an event, they must complete the NFHS Sportsmanship Course, per SDHSAA rules and regulations.
- An ejected coach/advisor is required to have a follow up discussion with the Activities Director. Current and future coaching positions may be in jeopardy if a coach has multiple game ejections.

Communication with Students

- Texting an athlete is only acceptable for the following reasons:
 - Practice times/game times
 - Missing practice/rehearsal
 - Being late for practice/rehearsal
 - Change in Schedule
 - Items Directly related to an activity or team/group
- Coaches should not have personal conversations with athletes on personal cell phones. Conversations should be limited to program/school related topics and are to remain at a professional level at all times. Conversation that diverts from program/school topics is considered inappropriate.
- Networking Websites and/or Blogs
 - Social networking sites such as Facebook, Instagram, Twitter, and Snapchat are structured to be closed environments, and as such the Douglas School District discourages students and teachers from using them to communicate with one another.

Social Networking Sites for Personal Use (DSD Policy GBCBB)

The personal use of social networking sites creates the risk of affecting your professional career whether you want it to or not. To that end, it is vital that you conduct yourself in such a way that it doesn't adversely affect your position with the District. The following guidelines have been developed:

- If you participate in a social networking site for personal use, you may identify yourself as an employee of the District. If you do, you must state that you are expressing your own opinion, not that of the District. If you identify yourself as a District employee, remember, your actions will reflect not only on you but on the District as well. If you identify yourself as a District employee, readers will associate you with the District, even with the disclaimer that your views are on your own.
- Never pretend to be someone else and post information about the District. Tracking tools enable supposedly anonymous posts to be traced back to their authors.
- Do not use the District's official logos, mascots, or other graphics -- including photographs -- during your personal online activities or on any personal sites.
- Weigh whether a particular posting puts your effectiveness as a teacher at risk.
- If you post information or comments that are not related to the District, your activities may still result in professional and/or personal repercussions. Such actions include, but are not limited to:
 - Posting of photographs, regardless of content, which could be considered offensive to other parties and be a violation of state and/or District rules and policies;
 - Posting of information that is considered to be proprietary, copyrighted, defamatory, libelous or obscene may be a violation of state and/or District rules and policies. Exercise caution with regards to exaggeration, colorful language, guesswork, legal conclusions, and derogatory remarks or characterizations.
- You do not have control of what others may post on social networking sites; therefore, be aware that your conduct in your private life may affect your professional life. Be vigilant about what others post about you or on your page and, if necessary, take steps to remove comments that pose a risk to you or the District.
- It is *inappropriate* for District employees to communicate with current students enrolled in the district on any public social networking site. This includes becoming "friends" or allowing students to access your personal page to communicate.
- Employees should refrain from providing their personal email addresses to students currently enrolled in the District.
- During the work day, employees should refrain from participating on any social networking website for personal reasons, even from personal equipment (i.e. their phones).
- If a staff member learns of information on a social networking site, which falls under the mandatory reporting guidelines, they must report it as required by law.

Head Coach/Advisor Duties & Responsibilities

Professional Expertise:

- Instructs participants in fundamental skills, training, and strategies necessary to achieve success.
- Has knowledge of rules, regulations, and policies set forth by the SDHSAA, conference affiliations, and the Douglas School District; and implements these rules on a consistent basis.
- Follows all expectations and regulations of the DSD Activities and Coaching handbooks and instructs staff and athletes in accordance with these rules.
- Engages and promotes regular professional development through attendance at clinics, conferences, and/or staff/department meetings.

Administrative Responsibilities

- Assists the Activities Director in coordinating plans for special events for the program.
- Coordinates facility use with the Activities Office, maintenance staff, and other programs.
- Creates and implements a program “handbook” in conjunction with the DSD Activities handbook. This handbook will be approved by the Activities Director.
- Responsible for coordination with the Activities Office for travel schedules for program events.
- Submits all leave requests for program events in a timely manner.

School Relationships

- Maintains communication with the Activities Office for records such as physicals, activities packets, parent consent forms, etc.
- Assigns staff specific duties, supervise implementation, analyze program effectiveness, and work in conjunction with the Activities Director for end of season evaluations.
- Supports all school programs.

Community/Parent Relationships

- Is responsible for good public relations with media, booster clubs, parents, and officials.
- Releases positive information to the media on a regular basis.
- Promotes positive culture among parents, players, and fans at all times.

Fiscal Responsibilities

- Responsible for annual club sheets, fundraisers, and other fiduciary financial obligations for the program.
- Responsible for all equipment inventory and identifying the cost of any misplaced equipment.

Other Responsibilities

- Monitors and supervises rehearsals, practices, performances, competition areas, and locker rooms before and after events.
- Utilizes the strength and conditioning program in season a minimum of 1x per week.
- Secures proper doors, windows, and gates before leaving the facility.
- Develops in each participant a respect for school property and its care.
- Records and maintains statistical data, records, awards, highlights, etc. for a program throughout the entire “season”. Submits updated records to the Activities Office.
- Performs other duties as assigned by the Activities Director.

Assistant Coach/Advisor Duties and Responsibilities

Professional Expertise:

- Instructs participants in fundamental skills, training, and strategies as directed by the head coach necessary to achieve success.
- Has knowledge of rules, regulations, and policies set forth by the SDHSAA, conference affiliations, and the Douglas School District; and implements these rules on a consistent basis.
- Follows all expectations and regulations of the DSD Activities and Coaching handbooks and instructs staff and athletes in accordance with these rules.

Assistant Administrative Responsibilities:

- Assists the head coach in implementing a program “handbook” in conjunction with the DSD Activities handbook.
- Assists the head coach in developing of in-season and off-season schedules and events
- Submits all leave requests for program events in a timely manner.

School Relationships

- Assists in communication with the Activities Office for records such as physicals, activities packets, parent consent forms, etc.
- Engages in professional development through attendance at clinics, conferences, and/or staff/department meetings.
- Carries out assigned duties throughout the season and works in conjunction with the Activities Director for end-of-season evaluations.
- Supports all school programs.

Community/Parent Relationships

- Is responsible for good public relations with media, booster clubs, parents, and officials.
- Promotes positive culture among parents, players, and fans at all times.
- Refers all requests and grievances to the proper chain of command.

Fiscal Responsibilities

- Assists head coach in carrying out program based fundraisers, events, and/or purchases.
- Assists head coach in annual equipment inventory.

Other Responsibilities

- Monitors and supervises rehearsals, practices, performances, competition areas, and locker rooms before and after events.
- Secures proper doors, windows, and gates before leaving the facility.
- Develops in each participant a respect for school property and its care.
- Assists in recording and maintaining statistical data, records, awards, highlights, etc. for a program throughout the entire “season”.
- Performs other duties as assigned by the Activities Director and/or head coach.

Volunteer Coaches Duties and Responsibilities

[Volunteer Application Form](#)

Activity Responsibilities:

- Volunteer coaches/advisors are welcome as part of all offered Patriot activities. Volunteers must follow the below process to become an allowed coach/volunteer within a program:
 - Interested individual(s) must meet with the head coach/advisor of the desired volunteer position.
 - After coach/advisor approval, individual(s) must turn in a volunteer application to the respective Activities Office.
 - AD will submit the application to the School Board for approval/acknowledgement
 - After approval/acknowledgement, individual(s) must visit Central Office to get fingerprinting done at their own cost.
 - *Individuals may begin working with programs prior to Board approval but must quit immediately if the Board rejects*

Athletic Responsibilities:

- Any volunteer(s) who works with an athletic program will be required to complete the below state mandated NFHS Learn classes prior to the start of their respective seasons. Any classes that require payment will be paid for by the volunteer:
 - Fundamentals of Coaching - Must take once (\$35)
 - Concussion in Sport - Must take every year after June 1st (Free)
 - Heat Illness Prevention - Must take every year after June 1st (Free)(Sport Dependent)
 - First Aid, Health, & Safety - Must take every two years (\$35)
 - The Collapsed Athlete - Must take every two years (Free)
 - Information for the above classes can be found on NFHSLearn.com

Other Responsibilities:

- May only assist in supervising students when a certified coach employed by the district is present.
- Communicates regularly with the head coach/advisor on expectations and/or responsibilities.
- Assists coaching staff as directed and serves only when District staff is present.
- Refers all requests and grievances to the proper chain of command.

Coaching Evaluations

The purpose of coaching evaluations is to identify, recognize, and praise quality coaching and instruction; to make an objective assessment of the program's effectiveness; and to identify and improve areas that directly impact a program's overall contribution to student success.

Head Coaches/Advisors

- All head coaches/advisors will have mandatory end-of-season evaluations with their respective Activities Director. The Activities Director will be responsible for scheduling these evaluations.
- Head coaches/advisors will be formally evaluated for three consecutive years, and every other year after that, when in charge of a program.
 - This applies to each program separately
- Head coaches/advisors will still have an end-of-year meeting with their respective Activities Director on years they are not formally evaluated.
 - Head coaches/advisors may be formally evaluated on "off years" if concerns or extenuating circumstances arise.
- Head athletic coaches will be subject to any of the following methods of in season evaluations as part of their entire evaluation process:
 - Informal evaluations (practice walk throughs)
 - Immersive Evaluation (AD sits in on game day routine/competition)
 - Immersive evaluations would be set up between the HC and AD
 - Practice evaluation (AD sits in on an entire practice)
 - Practice evaluations would be set up between the HC and AD
- The Activities Director will share a copy of the evaluation tool prior to the start of the school year.

Assistant Coaches/Advisors

- All assistant coaches/advisors will have end-of-season evaluations with their respective Activities Director. The Activities Director will be responsible for scheduling these evaluations.
- Assistant coaches/advisors will be formally evaluated every other year while a member of a program
- Assistant coaches/advisors will still have an end of the year meeting with their respective Activities Directors on years they are not formally evaluated.

Volunteer Coaches/Advisors

- Volunteer coaches/advisors will not have any formal evaluations at the completion of their program's season.
- The Activities Director may set up an end of the year meeting if necessary.

*** The Activities Director will be responsible for the contract recommendation for each activities staff members***

School Business Activity Leave Requests/Travel

DSD staff members who are coaches/advisors must utilize proper DSD school business leave requests when traveling for school sponsored events, professional meetings, or professional development. Coaches/advisors must submit a Substitute request online if their classes need to be covered for any leave.

Registration fees and travel expenses *may be* available from the general fund budget of that specific activity when the information and invoices are submitted a minimum of three weeks in advance.

When students are traveling, team travel arrangements, lodging, and meal money will be arranged by the Activities Office. Overnight and out-of-state travel will be approved by the Central Office. A list/roster of students traveling will be supplied by the coach to the Activities Office.

Teams and individuals that qualify according to SDHSAA standards are given the opportunity to compete at the state level. The district will provide a per diem allowance for food, and provide transportation and lodging for all qualifying team members, qualifying team coaches, and official district personnel when a team qualifies.

Teams that qualify for state events that are hosted in the Rapid City Area will be offered the above allowances. Acceptance of these opportunities will be at the discretion of the qualifying team's coaching staff.

Activity Travel Expectations

General Expectations:

- The coaching staff will assume all responsibility for conduct and discipline on the bus, in conjunction with the driver, who is responsible for providing safe transportation.
- The coaching staff is responsible to see that all vehicles utilized for transport, buses included, are left in a clean condition.
- Students are expected to be properly clothed according to school expectations at all times on the bus.
- Males and females **MUST** be segregated on the bus and in vans.
- Only approved personnel may ride on school transportation; no spectators or family members may ride without permission from the Activities Director.
- All participants are expected to ride to and from events with the team. Travel release forms will be allowed to be used at the discretion of the head coach. Any participants utilizing a travel

release form must have approval from the head coach and have the form turned into the head coach prior to the event.

Travel Delays, Accidents, Breakdowns

- In the event there is a transportation delay, accident, and/or breakdown, the following expectations must be met:
 - The coach is responsible to provide for the supervision and safety of the students
 - Students should remain together in the transportation vehicle unless instructed otherwise by the driver or an authority figure.
 - Coaches will remain with the students at all times.
 - Coaches should call the Activities Director and/or the Transportation Coordinator at the first available opportunity:
 - HS Activities Director - Joshua Haaland - 605-204-0799
 - MS Activities Director - Nathan Batteen - 605-484-6000
 - Transportation Coordinator - Mitchell Fortner - 850-974-1716
 - Coaches should instruct students to inform their parents/guardians of any delays.

Student Release from Class for School Activities

- Students will be dismissed 15 minutes prior to bus departure. Coaches should submit a trip list to the Activities Office prior to dismissal. The Activities Director will disseminate the trip lists to the DHS Staff. (Football will be dismissed 30 minutes prior to departure)
- Trips that leave during a lunch period will be allowed to dismiss 30 minutes prior to dismissal per coaches request to allow students time to eat.
- Team and club meetings and fundraising events are NOT exempt and must take place out of instructional time.

Overnight / Out-of-State Trips Procedures

- Following approval, but prior to the trip, the coaching staff should share an itinerary with parents/guardians and participants that should include:
 - Purpose and destination
 - Date and time of departure and return
 - Lodging phone number and address
 - Contact information for parents and coaches in case of an emergency
 - Method of travel
 - Expenses to be borne by the student/family and estimated amounts
 - List of items the student should bring
 - Expectations of student behavior
- The Activities Office will be responsible for selecting and reserving hotel rooms. Coaches may provide input or recommendations. The Activities Office will take into consideration the location, safety, price, availability of a complimentary breakfast, and other amenities when choosing a lodging site.

- Coaches/advisors will submit a room list to the Activities Office prior to the trip.
 - Coaches/advisors will be responsible for finding more chaperones if needed.
 - Coaches/advisors will report any damages to the hotels immediately.
 - Coaches/advisors must provide direct supervision at the hotel and in the pool area if students use it.
 - Only males are allowed in boys' rooms and females allowed in girls' rooms.
 - Coaches/advisors must check out and collect invoices to return to the Activities Office.
 - Coaches/advisors will ensure safety and respectful behavior of all team personnel
- Meal Money/Per Diem
 - Meal money will be provided via cash by the district on overnight trips and trips of longer than 10 hours.
 - DSD current rates of per diem for students are:
 - \$5 - breakfast (if not provided by hotel)
 - \$7 - lunch
 - \$9 - dinner
 - DSD current rates of per diem for coaches/advisors are:
 - \$6 - breakfast (if not provided by hotel)
 - \$14 - lunch
 - \$20 - dinner
 - Coaches/advisors distributing per diem money must do the following:
 - Be sure to pick up and cash the per diem check in a timely manner
 - Be responsible for proper distribution of funds to the students (if utilizing such style)
 - Be responsible for gathering signatures of all students on the travel list who receive per diem
 - Be responsible for updating the list of students on the travel list who receive per diem if different from the original list
 - Be responsible for returning any left over per diem to the Activities Office prior to leaving for the event
 - Coaches/advisors distributing per diem money may utilize any of the following:
 - Each student receives their allotted amount to use on his/her own accord
 - Coaching staff utilizes the lump sum towards team meals, and any unused money is distributed properly to the students at the end of the trip (ex. After a team meal, students would still have \$2 a piece, that money should be given to the students)

Coaches/Advisors Professional Development

Coaches/Advisors are encouraged to attend coaching clinics and other professional growth opportunities. With prior approval, coaches/advisors may receive reimbursement for registration and meals allowed by the District per diem policy to attend approved coaching clinics. A school vehicle may be requested.

Each coach/advisor may be eligible to receive funding to attend an out-of-state coaching conference once every four years.

Head coaches may request to be reimbursed for lodging and meals as allowed by the district per diem policy when their presence to attend coaches meetings, all-state selection meetings or professional committee meetings of which they are a member.

Approval of all travel and funding is depending on funds available in the Activities Office budget with Board approval.

Facilities & Activities Supervision

Activities Supervision

- The Activities Director and School Administration is responsible for crowd control at all home activities. When designated, coaches/advisors may be designated for supervision/administration of home or away events.
- Coaches/advisors must provide supervision of all student-participants at all times. Students should not be participating in a school sponsored activity or event without supervision of a coach, advisor, DSD staff member, or administrator.

Facilities Requests

- Building use requests may be submitted to the Activities Office via email, online requests, or in writing. Priority of facilities falls in order of importance:
 - Activity sponsored by that building
 - DSD in season activity from from other buildings
 - DSD out-of-season activities
 - Out-of-district activities - Requires approval by Buildings and Grounds

Facilities Supervision

- It is the coaches/advisors responsibility to be present at the time that the participants are to report for practice, games, meets, home or away, and stay until the last participant has left.
- Coaches/advisors shall inspect facilities regularly during the season and report all issues to the Activities Director.
- Coaches/advisors shall ensure that locker rooms and practice areas are clear, lights off, all doors locked, and equipment is secured when leaving practice.
- All keys to the building, locker rooms, equipment rooms, etc., will be issued to coaches by the Principal's secretary. Coaches may retain keys if permission has been granted for summer use of facilities.
 - ***Coaches are not to give students their keys, with the exception of student managers, during practice sessions***
- Lost keys should be reported directly to the Principal's secretary.
- Coaches will be given access codes to disarm and arm the security system.

Speciality Rooms

- Equipment Rooms are to be kept orderly and locked at all times
 - Upstairs storage: basketball, cheer, football, soccer, track, volleyball, wrestling
 - Hallway storage room between gyms: golf
 - Whitehead storage room: in season athletic balls, dance, band
 - Whitehead stage storage room: cheer mats (in season), wrestling mats
 - Cafeteria storage room: cheer mats (out of season), yearbook, Activities Office
 - Activities Office storage room: Booster Club, electronics, Activities Office items
 - Stadium West End storage room & practice field shed: football
 - Stadium East End storage room & shed: track & field
 - MS Storage Room in Boys Locker room: All uniforms and football helmets
 - MS Shed- Football protective gear and track equipment

- Training Room
 - The training room is staffed by a Certified Athletic Trainer provided by the Black Hills Surgical Hospital. The trainer will be available at practices and home events. The trainer is not available during the summer time.
 - Athletes should only be in the training room while they are receiving treatment.
 - All use of the medical or rehabilitation equipment and training room equipment must be authorized by proper personnel of the school district.

- Weight Room
 - During unreserved times, the weight room may be used by Douglas High School and Middle School students under the supervision of Douglas staff or District approved coaches/consultants.
 - All Douglas coaching/advising staff members present are responsible for enforcing rules and lifting guidelines posted in the weight room to ensure the safety of all weight room users.
 - Language, behavior, clothing, and music in the weight room must be school appropriate.

Equipment & Inventory

- Issuing of Activity Equipment
 - Each coaching/advising staff is directly responsible for the care and control of all equipment used in their program.
 - An annual inventory list is to be maintained by the coach/advisor and submitted to the Activities Office after the ending of each season. Clubs and fine arts should submit their inventory list by the end of the school year.
 - Coaches/advisors issuing equipment must have the knowledge to insure properly fitted equipment.
 - Coaches/advisors shall inspect equipment regularly during the season and report all issues to the Activities Office.

- Activities equipment of the school district MAY be loaned to outside groups with an approved request submitted to the Activities Office.
 - Coaches/advisors are encouraged to use the DHS laundry facility for uniforms and practice apparel.
 - Coaches/advisors will submit lists of student fees for equipment not turned in to the Activities Office.
 - Coaches will submit requisitions for needed equipment and surplus lists at the end of each season.
 - Technology equipment must be turned into the Activities Office at the end of each school year for annual IT maintenance.
- Uniform Rotation
- As set forth by the Douglas School District, athletic teams will be allowed the opportunity to submit for new uniforms through Capital Outlay on a 5-year rotation. The current rotation is as follows:

Activity(HS)	2025-26	2026-27	2027-28	2028-29	2029-30
Boys Basketball				x	
Competitive Cheer	x				
Competitive Dance		x			
Cross-Country					x
Football	x (away)		x (black)		
Girls Basketball				x	
Golf	x				
Soccer				x	
Track & Field		x			
Volleyball					x
Wrestling (Boys & Girls)			x		

- Each sport will be allowed to purchase one home set and one away set of jerseys on their rotation.
 - Track, football, dance, cheer, and cross-country will be allowed to purchase one set of jerseys unless special approval from the Activities Office.
- Teams are expected to purchase enough jerseys to fit their varsity program. This may vary from program to program. Speak to the Activities Director when you begin your search.

- Extra jerseys, replacement jerseys, and practice jerseys are to be paid for through fiduciary funds, but coaches may **request** to utilize the general fund to assist.
- The DOUGLAS SCHOOL BOARD will have the final say on approving of uniform purchases.

Financial Procedures

Purchasing

- All purchasing of equipment and supplies must be done through the Activities Office and must be within the approved budget, or without overdrawing of fiduciary funds. The purchasing process should be followed as such:
 - The requesting coach/advisor must submit a requisition form to the Activities Office with as much detailed information as possible regarding the desired purchase.
 - The Activities Office will approve or deny the order based on, but not limited to, budget, cost, quality of item, delivery time, and necessity of purchase.
 - If approved, the Activities Office will submit the requisition to the Business Office for approval.
 - The coach/advisor will work with the Activities Office to order any approved purchases.
 - The coach/advisor will notify the Activities Office of any defective or incomplete orders.
 - Orders should be delivered to the Activities Office for receiving confirmation.
 - Coaches/advisors who purchase equipment/supplies without a purchase order may be denied reimbursement

Capital Outlay

- Capital Outlay requests are annual requests by coaches/advisors to the Activities Office of items that meet, but is not limited to, the following criteria:
 - Long-term permanent items that exceed \$1000
 - Annual jersey rotation (see above chart)
 - Replacement and/or safety items that exceed \$1000
- Capital Outlay requests must be submitted to the Activities Office by the deadline set forth by the Douglas School District. The deadline will be conveyed to coaches/advisors by the Activities Office.
- Capital Outlay requests must be approved by the Activities Director and submitted to the Business Manager for Board approval.

Club Sheets & Fiduciary Accounts

- Club Sheets
 - Teams/clubs must submit an annual Club Sheet to the Activities Office for approval on all income and expenditures during the school year. Club sheets should be filled out as in depth as possible.

- No deposits or expenditures may be made to or from the fiduciary account prior to Club Sheets being submitted to the Activities Office.
- Fiduciary purchases and incomes must be pre-approved by club officers/captains and noted on the Club Sheet or on club meeting minutes.
- Club Sheets may be updated throughout the year through submission of club meeting minutes to the Activities Office with approval by club officers/captains.

- Purchases
 - Purchases from fiduciary accounts must be submitted to the Activities Office, prior to ordering, via a requisition form.
 - Fiduciary purchases are NOT TAX EXEMPT. All state and local taxes will be applied to purchases.

- Fundraising
 - Fundraisers submitted on the Club Sheet will be approved or denied by the Activities Office based on, but not limited to, the following:
 - Number of fundraisers per program
 - Similarity of fundraisers across programs
 - Integrity of the fundraiser
 - Length of the fundraiser
 - Approved fundraisers will need to submit a Request for Fundraising Form to receive approval prior to implementation of the fundraising event.
 - External Vendors will not be given permission to contact/sell/solicit donations from community members or local businesses on our behalf.
 - Approved fundraisers may be intended to reach individuals known to the student, student's parents, or the Box Elder community.
 - The team/club participants are fully responsible for the implementation and follow up/ and delivery of any fundraising items in a timely manner.
 - Students must be made aware of their personal liability should they lose their fund-raising items or money.
 - Coaches/advisors involved with the fundraiser are responsible for the overall planning, implementation, and supervision of a fundraising event.
 - Coaches/advisors will be held accountable for proper receipts, deposits, delivery of items, and/or refunds through the usage of the team/club receipt book.
 - Fundraiser donations are NOT TAX DEDUCTIBLE.

- Concession Stands
 - General Guidelines for ALL Concession Stand Operations
 - A minimum of one adult supervisor must be present in the concession stand at all times.
 - The concession stand will open a minimum of 30 minutes before the start of an event and remain open throughout $\frac{3}{4}$ of the varsity event.
 - Workers will be clean, prompt, and courteous.
 - The concession stand should be thoroughly cleaned upon closing (sweeping, mopping, washing dishes, etc.)

- Ensuring sanitary conditions and product quality in the concession stand.
- Indoor concessions
 - Indoor concessions will be the responsibility of the junior class each year to raise funds for prom and other expenses during their junior and senior years.
 - The junior class officers are responsible for securing student workers in the concessions for all indoor home events.
 - The Activities Office will provide a list of indoor home events that will require concession services.
 - In the event that the junior class is unable to cover a scheduled home event, the opportunity will be opened up to all other activities on a first come basis.
- Outdoor Concessions
 - The Activities Office will schedule teams/clubs to be responsible for the outdoor concessions.
 - Each team/club's coach/advisor is responsible for the following items when operating the concession stand:
 - Purchasing, stocking, and pricing products for sale in the concessions.
 - Completing proper paperwork and submitting receipts for deposit and reimbursements.
 - Securing, assigning, and supervising student workers for all outdoor events at Patriot Stadium.
 - Submitting Income Revenue forms and money to the Activities Office after each event.
 - The Activities Office will provide a list of outdoor home events and assignments that require concession services.
 - Funds raised during the course of a calendar year will be divided and deposited into the fiduciary accounts of the teams/clubs that operated concessions during that year.

Chain-of-Command - Parent/Coach/Advisor Communication

Coaches/Advisors Chain-of-Command

- The chain-of-command refers to the proper lines of communication for addressing and handling of situations that may be of concern by coaches/advisors within a team/clubs program. Coaches/advisors should go through the proper chain-of-command - other than legal or ethical concerns - when handling program based situations. Issues should first be brought to the head coach/advisor. If it is not resolved AFTER speaking with the head coach/advisor then it can move through the chain of command by the individual voicing the concern. The coaches/advisors chain-of-command is as follows:
 1. Head Coach or Advisor
 2. Activities Director
 3. High School Principal
 4. Superintendent
 5. School Board

- Each level has the authority to hear and decide an appeal from the level above it. Jumping the chain-of-command may hinder the opportunity for the next level to fairly hear an appeal and make a decision. Legal and/or ethical concerns can be brought directly to the Activities Director.

The “24-Hour Rule”

- The “24-Hour Rule” refers to the handling of situations that may be of concern immediately following the completion of a competition or performance. Coaches should utilize the “24-Hour Rule” in the following ways:
 - During business days coaches/advisors will have until the following day to respond to your concerns.
 - During weekends coaches/advisors will have until the next business day respond to your concerns.

Parent/Coach/Advisor Communication

- Coaches/Advisors are professionals and have to make judgment decisions based on what they believe is best for **all** students involved. Below is a list of topics that should and should not be discussed with parents/guardians and coaches/advisors:
 - Concerns appropriate to discuss with parents
 - Mental and physical concerns of their student
 - How their student may improve their skills
 - Concerns about their student’s academics, behavior, and practice habits.
 - Concerns Inappropriate to discuss with parents
 - Other student participants
 - Other coaches and/or school personnel
 - Team Strategy
 - Play Calling
 - Playing Time

Accident/Injury Report Procedures

Reporting Procedures

- The coach or athletic trainer will complete the “Accident Report” form immediately following all injuries or accidents that involve any student under their control during a practice, contest, performance, or while traveling to or from a contest
- A copy of the report shall be turned into the Activities Office by the following school day. Coaches should retain a copy as well.
- Injured students will be referred to the Certified Athletic Trainer or appropriate medical personnel.

Return to Participation

- Athletes that have been held out of participation due to illness or injury, and were under the treatment of the trainer or a physician must have a written statement allowing return to competition.

- Students with a suspected concussion will be assessed by the Certified Athletic Trainer or appropriate medical personnel before resuming participation. Medical personnel and post-impact testing will be used to determine when a concussed athlete may begin “return to play” protocols under the guidance of the Certified Athletic Trainer.
- The Certified Athletic Trainer DOES NOT have the authority to clear a participant of a concussion. A licensed physician must submit a statement allowing return to competition.

Out of Season Training

Coaches and advisors are expected to provide and encourage off season training opportunities within the guidelines of the SDHSAA and approved by DSD.

Students should be strongly encouraged to participate in multiple sports, activities, and the after school/summer strength and conditioning program.

Coaches/advisors should provide a minimum of one camp opportunities for the levels of middle school and/or elementary school students.

All summer training programs at DSD will be directed/monitored by DSD activity staff members.

Summer league and team camps may be limited to the students with a certain skill level or those who have committed the most time to conditioning and training.

Summer training, camps, and conditioning are open to DSD students in grades 7-12 and may have fees that are the responsibility of the student.

Open gyms/fields during the school year will be encouraged for out of season athletes with the purpose of developing skills and abilities while following all SDHSAA rules and regulations:

- Head coaches/advisors must be aware of an open gym/field event.
- Open gyms must be supervised by an approved adult with current first aid training
- All open gym/field activities must be open to all Douglas secondary students who demonstrate commitment through purposeful activity regardless of their skill level.
- Open gym time requires building use approval by the activities office.

Coaches/Advisors will adhere to the two SDHSAA sanctioned moratorium periods. During these times coaches/advisors are to have no contact with their student participants, no strength programs, no open gyms/fields, or any other team events as outlined per the SDHSAA moratorium rules and regulations.

Publicity & Media

The Communications Director, Jade Temple, is responsible for promotions and media releases that originate from and for the Activities Department. The procedures for publicity and/or media promotions (other than the DHS Activities Social Media Page) will be as followed:

- Staff will submit information to the Activities Office.
- The Activities Office will review and submit appropriate information to the Communications Director as needed.
- The Communications Director will review and submit appropriate promotions and media releases

Coaches/Advisors hold certain responsibilities for publicity/media reporting following completion of contests and/or performances:

- Report results and statistics following contests to the local news outlets and the SDHSAA Bound website.
- Arrange for student media interview sessions when requested and provide guidance prior to interviews.
- Develop informational flyers for clinics, camps, open gym sessions, and strength and conditioning programs.
- Report individual and team accomplishments and records to the Activities Office.

Coaches/Advisors may access contact information using the [Media Contact List](#) sheet provided by the Activities Office or through known connections to sport/activity media outlets.

Awards, Records, & Recognitions

Awards & Recognitions

- Each team/club is encouraged to have annual team based awards & recognitions for their respective programs. Awards will be paid for out of fiduciary accounts.
- Coaches/Advisors will be responsible for the proper submission of any documents and/or voting procedures for District, Conference, Region, and/or State awards and recognitions.
- Douglas Booster Club will provide annual awards to student participants based on coach/advisor voting.
- Coaches/Advisors will be responsible for assisting the Activities Office in dispersing information regarding special event recognitions such as pep rallies, collegiate signing days, and team award ceremonies.

Program Records

- Coaches/Advisors will track and update individual, team, and season records for their respective programs.
- An updated list of records should be submitted to the Activities Office annually.
- Programs may use fiduciary funds to purchase approved record displays for their programs.
- Coaches/Advisors are responsible for proper rotation of program records in the event of a change in regime.
- Coaches/Advisors may create “new” records given they are unable to track down past accomplishments.

Activities Inclement Weather/Air Quality Procedures

It is the responsibility of the coaching/advising staff to understand and carry out the DSD inclement weather/air quality procedures as outlined. Coaches/Advisors should have a weather app available on their phone to track and potential inclement weather/air quality conditions. DSD procedures for inclement weather/air quality are below:

Communications procedures:

- General - Coordination of all messaging including Infinite Campus, VM, and Social Media with Communications Coordinator.
- School District Announcement - Ensure that Administrators are notified of all pending public communication prior to disseminating.
- Parent and Student Notification - Use of the school's communication system to notify parents and students about activity cancellations or changes as early as possible.
- Public Announcements - Post updates on school websites, social media accounts, and other relevant platforms.

Inclement Weather/Air Quality Matrix

Weather Conditions	Games/Performances	Practices/Rehearsals
Normal School Day	Continue as normal	Continue as normal
Early Release Days for Weather	Canceled	Canceled
School Closures for Weather*	Canceled	Canceled
Temperature Below -10°F	Canceled	Canceled/Moved in Doors
Temperature Above 98°F or Extreme Heat Index	Canceled	Canceled/Moved in Doors
Heavy Rain or Thunderstorms	Canceled/Postponed when including lightning	Canceled/Moved Indoors
AQI 100-150	Continue as normal/monitored	Continue as normal/monitored
AQI 150-200	Continue as normal/monitored	Continue with potential shortenings or modifications
AQI 200-300	Canceled or Postponed	Canceled/Moved Indoors
AQI 300 or ↑	Canceled	Canceled

The Douglas Activities Offices **recommend** the usage of one of the following weather apps:

- Weatherbug
- The Weather Channel
- AccuWeather
- My Radar
- EPA Air Now
- Any weather application that allows for notifications of air quality alerts and lighting notifications

**CONTINGENCY TRANSFERS
FY 24 JUNE 30, 2024**

	<u>AMOUNT</u>	<u>TO ACCOUNT</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
FUND 10	\$5,097.89	10-2321-001-000-319	PROF. SERVICES (SUPT)	\$5,097.89
	\$5,380.78	10-2541-005-000-321	UTILITIES (O&M)	\$5,380.78
	\$14,146.16	10-2542-013-000-230	GROUP INS. (CUSTODIAL)	\$14,146.16
	\$2,903.33	10-2641-003-000-114	CLASSIFIED SALARIES (HR)	\$2,903.33
	\$396.30	10-2641-003-000-319	PROF. SERVICES (HR)	\$396.30
	\$229.12	10-6200-030-430-334	TRAVEL (VB)	\$229.12
FUND TOTAL	<u>\$28,153.58</u>			<u>\$28,153.58</u>
 GRAND TOTAL	 <u><u>\$28,153.58</u></u>			 <u><u>\$28,153.58</u></u>

**SUPPLEMENTAL BUDGET
FY 24 JUNE 30, 2024**

	<u>AMOUNT</u>	<u>TO ACCOUNT</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>	<u>FROM ACCOUNT</u>
FUND 10	\$0.00			\$0.00	Impact Aid/Reserve
FUND TOTAL	\$0.00			\$0.00	
FUND 21	\$0.00			\$0.00	COF RESERVE
FUND TOTAL	\$0.00			\$0.00	
FUND 22	\$835.25	22-2710-014-004-114	CLASSIFIED SALARIES (TRANS)	\$835.25	SPED RESERVE
	\$1,164.75	22-2710-014-000-230	HEALTH INS. (TRANS)	\$1,164.75	SPED RESERVE
	\$5,736.57	22-2730-006-004-114	CLASSIFIED SALARIES (TRANS)	\$5,736.57	SPED RESERVE
	\$20,600.66	22-2750-006-000-731	PAYMENTS OTHER LEA'S	\$20,600.66	SPED RESERVE
FUND TOTAL	\$0.00	22-2753-006-000-391	RESIDENTIAL SERV.	\$0.00	SPED RESERVE
	\$28,337.23			\$28,337.23	
GRAND TOTAL	\$28,337.23			\$28,337.23	

TITLE I, 1003				
SCHOOL IMPROVEMENT FUNDS				
BUDGET FY 2024				
	REVENUE:			Original Amended
	66.4158.018			\$40,000.00 \$40,000.00
			TOTAL	\$40,000.00 \$40,000.00
	EXPENDITURES:			
	66.1273.012.018.411	NON-TECHNOLOGY SUPPLIES	\$4,127.00	\$4,716.00
	66.1273.013.018.411	NON-TECHNOLOGY SUPPLIES	\$4,127.00	\$3,916.00
	66.2128.012.018.411	NON-TECHNOLOGY SUPPLIES	\$2,500.00	\$0.00
	66.2128.013.018.411	NON-TECHNOLOGY SUPPLIES	\$2,500.00	\$0.00
	66.2214.012.018.315	REGISTRATION	\$4,373.00	\$2,100.00
	66.2214.013.018.315	REGISTRATION	\$4,373.00	\$4,095.00
	66.2214.012.018.319	PROFESSIONAL SERVICES	\$4,000.00	\$0.00
	66.2214.012.018.411	NON-TECHNOLOGY SUPPLIES	0	\$270.00
	66.2214.013.018.319	PROFESSIONAL SERVICES	\$4,000.00	\$0.00
	66.2214.012.018.334	TRAVEL	\$5,000.00	\$12,420.00
	66.2214.013.018.334	TRAVEL	\$5,000.00	\$12,483.00
			\$40,000.00	\$40,000.00

ARP HOMELESS II					
BUDGET FY 2024					
			Original	Amended	Amendment #2
REVENUE:					
66.3129.922			\$14,457.00	\$18,156.00	\$22,210.00
		TOTAL	\$14,457.00	\$18,156.00	\$22,210.00
EXPENDITURES:					
EQUIPMENT					
66.1190.000.922.471		COMPUTER EQUIPMENT (NON-CAPITALIZED)	\$3,000.00	\$3,000.00	\$4,056.00
HEALTH SERVICES					
66.2139.000.922.319		PROFESSIONAL SERVICES	\$1,500.00	\$1,500.00	\$1,500.00
PROFESSIONAL DEVELOPMENT					
66.2219.000.922.319		PROFESSIONAL SERVICES	\$3,000.00	\$3,000.00	\$3,034.00
66.2219.000.922.334		TRAVEL	\$1,066.00	\$1,100.00	\$1,066.00
PROGRAM ADMINISTRATION					
66.2490.000.922.411		NON-TECHNOLOGY SUPPLIES	\$1,000.00	\$2,056.00	\$1,000.00
TRANSPORTATION COSTS					
66.2555.000.922.334		TRAVEL	\$3,851.00	\$4,000.00	\$4,149.00
TEMPORARY HOUSING					
66.3600.000.922.334		TRAVEL	\$1,040.00	\$3,500.00	\$7,405.00
		TOTAL	\$14,457.00	\$18,156.00	\$22,210.00

Cash On Hand Summary Information

Cash on Hand Balance:

	30-Jun-24	30-Jun-23	30-Jun-22	30-Jun-21	30-Jun-20
General Fund (10)	(\$1,187,107.36)	(\$566,205.66)	(\$2,462,157.87)	(\$968,001.02)	(\$267,921.68)
Pension Fund Transfers	\$0.00	\$0.00	\$0.00	\$0.00	\$90,164.47
Accounts & Contracts Payable	(\$2,490,257.07)	(\$2,302,205.74)	(\$1,923,352.20)	(\$1,696,047.62)	(\$1,938,475.96)
Impact Aid Transfer	\$3,700,000.00	\$3,000,000.00	\$4,500,000.00	\$2,750,000.00	\$2,200,000.00
Ending Cash Balance	\$22,635.57	\$131,588.60	\$114,489.93	\$85,951.36	\$83,766.83
Capital Outlay Fund (21)	\$659,202.01	\$2,182,162.30	\$179,397.87	\$3,675,853.41	\$2,324,327.84
8007(a) Construction Funds	(\$604,188.00)	(\$466,571.00)	(\$341,620.00)	(\$341,620.00)	(\$341,620.00)
Accounts Payable	(\$170,314.36)	(\$73,035.52)	(\$453,695.90)	\$0.00	\$0.00
Impact Aid Transfer	\$125,000.00	\$0.00	\$625,000.00	\$0.00	\$0.00
Ending Cash Balance	\$9,699.65	\$1,642,555.78	\$9,081.97	\$3,334,233.41	\$1,982,707.84
Special Education Fund (22)	\$2,273,138.52	\$1,654,083.83	\$2,085,354.00	\$2,344,908.76	\$2,269,066.06
Accounts & Contracts Payable	(\$505,002.39)	(\$488,731.32)	(\$323,627.31)	(\$280,815.57)	(\$360,399.47)
Impact Aid Transfer	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Ending Cash Balance	\$1,768,136.13	\$1,165,352.51	\$1,761,726.69	\$2,064,093.19	\$1,908,666.59
Food Service Fund (51)	\$210,044.71	\$336,935.81	\$343,522.69	\$145,433.42	\$87,849.37
Accounts & Contracts Payable	(\$30,644.22)	(\$23,536.36)	(\$19,173.76)	(\$18,054.63)	(\$36,269.36)
Impact Aid Loan	\$0.00	\$0.00	\$0.00	(\$150,000.00)	\$0.00
Impact Aid Transfer	\$0.00	\$0.00	\$0.00	\$25,000.00	\$0.00
Ending Cash Balance	\$179,400.49	\$313,399.45	\$324,348.93	\$2,378.79	\$51,580.01
Enterprise Fund (53)	\$0.00	\$0.00	\$4,714.21	(\$46,282.10)	(\$50,934.04)
Accounts & Contracts Payable	\$0.00	\$0.00	\$3,801.96	(\$736.01)	(\$9,075.81)
Impact Aid Transfer	\$0.00	\$0.00	\$0.00	\$47,018.11	\$60,009.85
Ending Cash Balance	\$0.00	\$0.00	\$8,516.17	\$0.00	\$0.00

Total Transfer:

Impact Aid to (10) General Fund:	(\$3,700,000.00)
Impact Aid to (21) Capital Outlay Fund:	(\$125,000.00)
Impact Aid to (22) Special Education Fund:	\$0.00
Impact Aid to (51) Food Service Fund:	\$0.00
	<u>(\$3,825,000.00)</u>

Impact Aid Balance:	\$31,510,539.54
FY23 Impact Aid Transfers:	(\$3,825,000.00)
Impact Aid Ending Balance (6/30/24):	<u>\$27,685,539.54</u>

Projected Impact Aid Balance:

Beginning Balance (7/01/24):	\$27,685,539.54
Projected 2024-2025 Revenue:	\$5,250,000.00
Projected 2024-2025 Transfers:	(\$7,935,539.54)
Projected Ending Balance (6/30/25):	<u>\$25,000,000.00</u>

Health/Wellness Balance*:

	<u>\$965,886.87</u>
*Included in the General Fund Balance	

SECTION	G	TITLE	PERSONNEL	FILE	GCLA-R
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TRAVEL ALLOWANCE

The following Administrative Guidelines are established to implement Douglas School District Board of Education Policy GCLA pertaining to travel associated with attendance at professional meetings and conferences and school activities.

TRAVEL PREPARATION

1. Leave requests are to be submitted to the Building Administrator for approval and forwarded to Central Office at least five days in advance of travel.
2. Lodging reservations and method of payment are the responsibility of the secretary or clerk.
3. Airline travel reservations are to be made through a local travel agency. Ticketing and purchase order are initiated upon approval of leave request.
4. Registration fees are to be accompanied by a purchase order.
5. School vehicles are to be utilized whenever possible and feasible.

TRAVEL ALLOWANCES

The reasonable cost of travel is defined to mean:

1. Actual expenses of lodging.
2. Meal allowances for a 24-hour period shall not exceed the following amounts and will be paid only when associated with overnight travel.

Meal Rates

The district shall adhere to the travel reimbursement rates established annually by the State of South Dakota. These rates will be automatically updated to reflect the most current or recent changes made by the state. The current Per Diem meal rates can be found on the South Dakota Secretary of State website.

[Current State Rate](#)

In-State Allowance: (July 1, 2019)

Meals Allowable	When Leaving Before	When Returning After
Breakfast \$6.00	5:31 AM	7:59 AM
Lunch \$14.00	11:31 AM	12:59 PM
Dinner \$20.00	5:31 PM	7:59 PM

~~Daily Total: \$40.00~~

Out-of-State Allowance: (July 1, 2019)

Meals Allowable	When Leaving Before	When Returning After
Breakfast \$10.00	5:31 AM	7:59 AM
Lunch \$18.00	11:31 AM	12:59 PM
Dinner \$28.00	5:31 PM	7:59 PM

~~Daily Total: \$56.00~~

Student Rate Allowance: (April 2009)

Meals Allowable	When Leaving Before	When Returning After
Breakfast \$5.00	5:31 AM	7:59 AM
Lunch \$7.00	11:31 AM	12:59 PM
Dinner \$9.00	5:31 PM	7:59 PM

Daily Total \$21.00

- a. Team meals may be provided by the district when the event trip is overnight or longer than ten (10) hours.
 - b. Approved team meals will be vouchered unless the event schedule or travel arrangements prohibit team meals. Cash advances may be approved by the Business Manager.
 - c. Student meal allowances will be limited to the amounts stated above
 - d. The coach will turn in all meal receipts, vouchers and unused cash advance to the Activities Director immediately upon return to school.
-
3. When available, a school owned vehicle should be used. If one is not available, use of a personal vehicle may be used and is reimbursed at the state rate. ~~(The current rate as of 7/1/2024 = \$.655 of 51 cents per mile)~~. Use of a personal vehicle as a matter of preference may be reimbursed at the **specified lower** state rate. ~~(The current rate as of 7/1/2024 = \$.295 per mile)~~ if approved by the supervisor. [Current State Rate](#)
 4. Airfare at actual cost.
 5. Registration fees at actual cost. When the fee includes any meals, the amount of the meals included will be charged to the meal allowance.
 6. Miscellaneous expenses at actual cost excluding such items as gratuities, traffic violations and other personal expenditures.

The Board of Education permits an advance for meals only. Reimbursement for other travel expenses will be paid as follows:

TRAVEL CLAIMS

1. Submit claim within five (5) school days of trip completion.
2. Paid after Board approval.
3. When accompanied by receipts for:
 - a. Lodging
 - b. Registration fee
 - c. Miscellaneous expenses exceeding \$3.00
 - d. School vehicle charge slips
4. Submit Expense and Transportation Voucher (Form S-182) for mileage reimbursement.

REFERENCES

State Reference: [Current South Dakota State Rate](#)

Policy Reference:

Adoption History

REVISED SEPTEMBER 12, 2022



Proposal Submitted to: Jace Waltman
Project Name: Building Demolition
City, State: Box Elder, SD
Date: July 8, 2024
Proposal Expiration Date: August 8, 2024

We propose to furnish the material, labor and supervision necessary to perform the demolition of the existing annex building.

Concrete Slab:

- Mobilization/Demobilization
- Building demolition and disposal

Exclusions:

- Cold Weather Concrete/Winter work
- Unforeseen conditions
- Overtime
- Permit
- Chain link fencing

BASE BID

\$24,657

NOTE: DUE TO CURRENT HIGHLY FLUCTUATING MATERIAL COSTS, THIS PROPOSAL MUST BE ACCEPTED BY THE EXPIRATION DATE LISTED ABOVE. AFTER THE DATE LISTED, TATCo MAY REEVALUATE THE PRICING TO REFLECT ANY MATERIAL COST CHANGES.

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from the above specifications involving extra costs will be executed only upon written orders and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents, or delays beyond our control.

Authorized Signature: Tyler Walker

Acceptance of Proposal - The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature _____ Date of Acceptance _____



EXIT











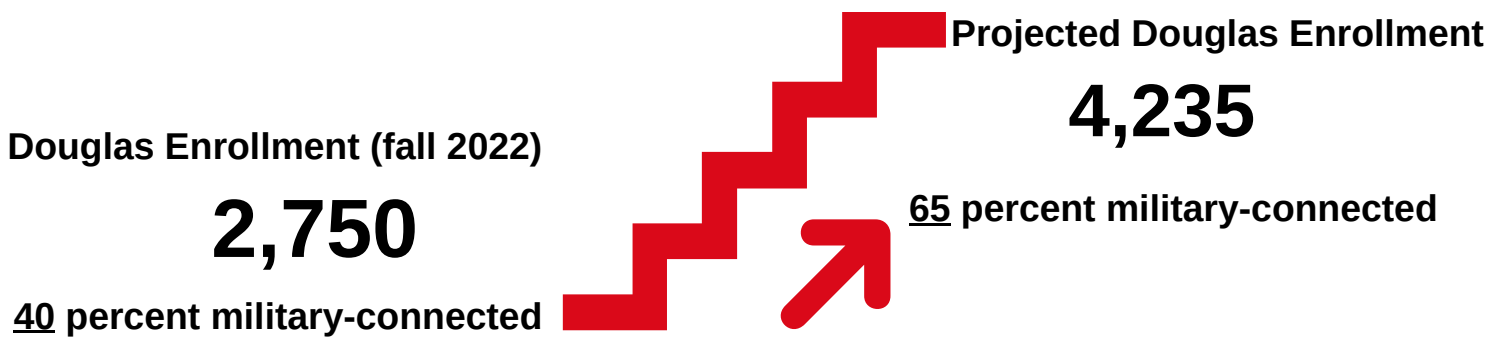


GROWING TOGETHER

Douglas School District Growth Fast Facts



In June 2021, the Department of Defense announced that Ellsworth Air Force Base (EAFB) would be the home of the B-21 Raider. Based on Department of Defense data, as a result of the Base expansion, it is estimated that **Douglas School District enrollment will increase by at least 1,485 students by 2041**. A subsequent demographic study by RSP & Associates indicates that the district's enrollment will increase by 281 **students in the next 5 years**. This growth necessitates a large investment in new school facilities.



*Approximately 70 percent of EAFB military-connected students attend Douglas School District

IMMEDIATE FACILITY NEED



New Elementary School #1 - \$62 million

Based on the DoD Environmental Impact Study, the largest influx of new students will be at the elementary level (73.8 percent are ages 0 to 11). Currently, there is no option to expand current District elementary school facilities. According to Douglas' facility needs assessment, the District will need to build multiple new elementary buildings over time to accommodate the arrival of new students. The District currently owns land for a future elementary school and is in the process of acquiring land for additional sites.

TIMELINES AND CHALLENGES

- All District facilities except Douglas High School are currently at or above student capacity.
- Securing funding sooner than later is critical. It typically takes 18 to 24 months to construct a school building, which means that, as of now, students associated with the B-21 program will begin arriving before a new building can be completed.
- Construction costs continue to rise dramatically and West River subcontractors are in high demand.



GROWING TOGETHER

FUNDING

- The District continues to work collaboratively with our Federal Delegation to secure funding for Douglas Schools due to the impact of the B-21 mission. Senator Rounds has requested \$42 million in funds for Douglas School District through a Congressional Direct Spending request. This request is in the early phases of becoming a reality.
- Historically, the Douglas School District has received special funding from the State to build new buildings. The District received approximately 25 percent of the funds from the State of South Dakota needed to build both Douglas Middle School and Douglas High School. The State also assisted with funding for Badger Clark and Francis Case Elementary Schools in the 1960's. Douglas School District is asking for a similar commitment from the State to build Elementary School # 1, which would amount to a \$15 million allocation during the 2025 Legislative session. The Federal Government would contribute \$42 million, and Douglas School District would contribute \$5-\$7 Million, with the District also being responsible for any contingency and/or inflation increases.
- To date, District funds of approximately \$6.2 million along with a \$2.4 million grant from the Office of Local Defense Community Cooperation (OLDCC) have assisted with updating the District's master facilities plan, building design including construction drawings for Elementary School #1, and ongoing demographic studies relating to student enrollment growth projections. A new \$1 million OLDCC grant will assist with continued demographic studies, systems analysis and change support, building configuration, exploring options related to mobile units to eliminate overcrowding, and updating the District's master plan. A cooperative transportation study has also been included with the City of Box Elder.

Current unofficial economic impact analysis shows that EAFB-related spending accounted for approximately \$480 million in economic output annually in the State of South Dakota.

According to Representative Massie, based on \$2 billion in current, expected improvements to EAFB, the State of South Dakota will have sales and excise tax revenue of approximately \$82 million.

- Unlike most Districts in South Dakota, a large percentage of Douglas School District's boundary is located on federal land, which means the District is unable to generate enough funding to pay for large-scale building projects through a bond.
- According to Toby Morris, if Douglas were able to receive tax revenue from the additional \$2 Billion of infrastructure being built on EAFB, the District could raise an ADDITIONAL \$7 Million annually in Capital Outlay Dollars. Douglas does NOT receive those dollars.
- While Impact Aid makes up for some of the loss of Capital Outlay dollars, it does NOT help with borrowing capacity. Districts build facilities on their ability to borrow - Douglas does not have that same ability on the same scale as other Districts.
- While some other Districts in SD receive Impact Aid dollars, their growth is slow and linear in fashion giving them time to plan. The projected growth at Douglas will be fast and immediate and due to a Federal presence (EAFB).



For Additional Information, please contact:
Kevin Case, Superintendent - Kevin.Case@k12.sd.us;
Trista Olney, Business Manager - Trista.Olney@k12.sd.us;
Jade Temple, Communications Coordinator - Jade.Temple@k12.sd.us;
Last updated: 8/07/2024