

DOUGLAS SCHOOL DISTRICT  
BOARD OF EDUCATION

**AGENDA**

**Monday, April 14, 2025**

**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/99994597447?pwd=0nZx7Zi04OEhV5jJ4f96Jcw5Uxdy6N.1>  
Meeting ID: 999 9459 7447  
Passcode: 793971

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 for March 24, 2025.
  - B. Approve Personnel Action
  - C. Approve the Purchases and Issuing of Accounts Payable and Payroll

- D. Approve Club Sports Recognition Agreement with the Regulators Shotgun Shooting Club.
  - E. Approve additional three high school students for early graduation (graduating in fewer than eight semesters), pending successful completion of all required classes and credits.
  - F. Approve Special Education Mediation Agreement.
  - G. Approve Conflict Disclosures and Waiver Authorizations Pursuant to SDCL 3-23-3
9. Items Removed From Consent Agenda
10. Elementary and Secondary Curriculum and Instruction Items:
11. Superintendent Items:
12. Fiscal Resources Items:
- A. Make a matter of record that two (2) three-year positions for Board Member at Large have been filled:
    - Amy McGovern
    - Tonya Welch

The annual School Board Election will not be conducted as there is neither a contested vacancy on the School Board nor any questions submitted to the voters.
  - B. Approve attached resolutions from the Associated School Boards Protective Trust for the (1) South Dakota School Districts Benefits Fund Adoption and Renewal for July 1, 2025 to June 30, 2026 and the (2) Participation Agreement for July 1, 2025 to June 30, 2025. (Copy Attached)
  - C. Request for early spending of Capital Outlay dollars approved for FY26:
    - Weight Equipment for High School Summer Program: \$15,000
    - Projects that need to start prior to July 1st, but will be completed after July 1st. Only partial payment will be prior to July 1st:
      - Francis Case Ceiling Replacement: \$300,000 total project
      - Patriot Elementary Classroom Remodel: \$60,000 total project
      - High School Gym Painting: \$70,000 total project
      - High School Locker Room Remodel: \$650,000 total project
      - High School Theatre Remodel: \$500,000 total project
      - Middle School Bleachers: \$150,000 total project
    - Project that needs an increased budget request based on information received from Mr. Waltman:
      - MS Floor: original request \$90,000 - updated request \$141,150
13. Operational Support Services Items:
14. Reports:

A. Superintendent:

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

15. Upcoming Calendar Events:

April 17-21 - Spring Break, No School

April 28 - BOE Meeting, 5:00 pm

April 30 - Master Facilities Planning Committee, 11:45-3:30

16. Executive Session for student issue according to SDCL 1-25-2.2.

17. Action As A Result of Executive Session

18. Adjournment

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

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

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

This is the time for the Public Forum.

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

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

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

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

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

Adopted: 3/14/2022

MINUTES  
DOUGLAS SCHOOL DISTRICT  
BOARD OF EDUCATION MEETING

Monday, March 24, 2025

The Douglas School District No. 51-1 Board of Education held a Regular meeting on Monday, March 24, 2025 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: Absent, Tanya Gray: Present, Amy McGovern: Present, Chris Misselt: Absent, Tonya Welch: Present. Jo Anne Mulholland: Alternate 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.

Superintendent Kevin Case recognized Communications Coordinator Jade Temple for his work on the district branding, website and district wellness program. This is Jade's last school board meeting.

During public forum, two middle school staff members and two middle school students spoke in support of its student-led group being recognized as the Fellowship of Christian Athletics club.

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

Motion to approve the consent agenda, Items 7A-7E. This motion, made by Tonya Welch and seconded by Amy McGovern, Carried.

Approved Regular School Board Meeting Minutes for March 10, 2025.

Approved Personnel Action for March 10, 2025. (Attachment)

Approved February Financial Reports. (Attachment)

Approved Accounts Payable Report. (Attachment)

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

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

Motion to approve the separation of Patriot Elementary into Badger Clark Elementary and Francis Case Elementary within the SD DOE Educational Structure. This change is driven by the need to streamline data entry, exports, budget entry, and tracking. By maintaining Badger Clark and Francis Case as distinct buildings in Infinite Campus, we will eliminate redundant tasks and ensure that data is entered and processed correctly the first time, improving accuracy and efficiency. This motion, made by Amy McGovern and seconded by Tonya Welch, Carried.

### **Superintendent Items:**

Motion to approve Proclamation Recognizing April as the Month of the Military Child. This motion, made by Amy McGovern and seconded by Tonya Welch, Carried.

Superintendent Kevin Case shared information on Senate Bill 6 which provides for a \$15 million, no-interest loan to be paid back over 20 years to the district for building facilities. This is important to the District and has been a multi-year process. Governor Rhoden will be coming to Vandenberg Elementary on Friday to sign the bill and a proclamation for April as the Month of the Military Child.

On the federal funding side, Congress passed a continuing resolution for the next six months which means no new money in the federal budget yet. As a district, we lose a year of Impact Aid increases, as well as still waiting for approval of the federal funding. We will look at other options as well.

Superintendent Kevin Case reviewed the updates to the Master Facilities plan since the first committee meeting in February--some definitions, prioritization, and observations. Facility projects completed in the last 5 years add up to approximately \$8.2 million. The next committee meeting will be at the end of April. The committee may need to consider two different paths depending when federal funding comes through.

### **Fiscal Resources Items:**

Motion to approve 2025-26 Capital Outlay Requests as recommended. This motion, made by Tonya Welch and seconded by Amy McGovern, Carried.

### **Reports:**

Superintendent Kevin Case stated that a Douglas School District Stakeholder meeting is being planned for Monday, April 7. It offers an opportunity for all stakeholders to hear the survey results and give input on what better looks like for the district.

Committee Reports from Board Members and Comments from Associate Board Members

Jo Anne Mulholland expressed appreciation for the Month of the Military Child Proclamation from the Board. She commented that being part of the Master Facilities Planning Committee has been eye-opening.

Tonya Welch attended the Box Elder Equalization Meeting on March 17 as the school district representative. The next Booster Club meeting will be March 31 to finalize this year's post-prom event.

Amy McGovern attended the annual Box Elder Area Chamber of Commerce meeting last week. They re-elected the same officers to serve for another year.

Motion to move into Executive Session at 5:48 p.m. to discuss personnel per SDCL 1-25-2.1. This motion, made by Amy McGovern and seconded by Tonya Welch, Carried.

President Tanya Gray called the Board out of executive session at 6:01 p.m.

Motion to approve recommendation to deny employee's request for Waiver of Liquidated Damages. This motion, made by Tonya Welch and seconded by Tanya Gray. A roll call vote was taken: Frerichs, absent; Gray, yea; McGovern, nay; Misselt, absent; Welch, yea. Carried.

Motion to move into executive session at 6:05 p.m. for Negotiations per SDCL 1-25-2.4. This motion, made by Amy McGovern and seconded by Tonya Welch, Carried.

President Tanya Gray called the Board out of executive session at 6:37 p.m.

No action taken.

Motion to adjourn the meeting at 6:38 p.m. This motion, made by Tonya Welch and seconded by Amy McGovern, Carried.

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Tanya Gray, President

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Trista Olney, Business Manager

\_\_\_\_\_ Initials

\_\_\_\_\_ Date

Published once at the total approximate cost of \_\_\_\_\_.

**DOUGLAS SCHOOL DISTRICT  
PERSONNEL ACTION 3/24/2025**

**Employee Leave of Absence Requests**

Name	Building	Position	Effective Date
BOE See Attached			

**Certified Resignations/Terminations**

Name	Position	Location	Effective Date
Sandra Nelson	2nd Grade Teacher	FC	2025-2026
Tana Clark	Special Education Teacher	FC	3/17/2025

**Classified Resignations/Terminations**

Name	Position	Location	Effective Date
Cloe Floyd	LRA	BC	3/11/2025
Jezzel Ready	Bookkeeper	CO	4/16/2025
Brandon Ready	Mechanic/Bus Driver	Transportation	3/25/2025
** Jesse Hamer	Spring/Fall Drama Asst	HS	2025-2026
** Jesse Hamer	Asst. One Act	HS	2025-2026
Samuel Brown	Transportation Coordinator	Transportation	3/28/2025
Christina Cambell	Bus Driver	Transportation	5/23/2025
Kelly Earnest	Bus Driver/Aide	Transportation	5/22/2025
Cassie Hamer	Spring Drama Head	MS	2025-2026
Cassie Hamer	Fall Drama Head	MS	2025-2026
Tori Nielsen	Asst. Girls Volleyball	MS	2025-2026
Tori Nielsen	Asst. Girls BB	MS	2025-2026
Tori Nielsen	Asst. Girls BB	HS	2025-2026

**Certified Voluntary Transfer Request/ Assignments**

Name	From Bldg/Position	To Bldg/Position	Effective Date
Adam Pilgrim	MS/8th ELA	HS/Englis	2025-2026

**Certified Staff Hiring**

Name	Location / Position	Wage	Effective Date
Khasidy Hodge	MS/Reading Teacher	\$52,950.00	2025-2026
Zelda Anderson	FC/Instructional Leader	\$63,200.00	2025-2026
Cayla Bok	BC/Kindergarten Teacher	\$52,950.00	2025-2026

**Classified Staff Hiring**

Name	Location / Position	Wage	Effective Date
Allison Schuch	MS/Attendance Secretary	\$17.00/hr	3/24/2025
Morgan Miller	FC/Morgan Miller	\$18.25/hr	3/24/2025
Tamara Davis	Trans/Bus Driver	\$21.73	TBD
Terry Bruce	Maintenance/Custodian Floater	\$18.25	TBD

	Patrick Johnson	MS/Custodian Nights	\$18.25	TBD
	Darrell One Horn	Trans/Mechanic	\$22.25	TBD
	Marrisa Sedano	FC/Custodian Nights	\$18.25	TBD
	Austin McConnehey	MS/Custodian Nights	\$18.25	TBD

**Temporary Hires**

	<b>Name</b>	<b>Position</b>	<b>Salary</b>	<b>Effective Date</b>
	Emilee Willey	Head Girls Soccer	\$6,036	2025-2026
	Travis Ladwig	6th Asst. Track Coach	\$1,218	2025-2026
	Nicole Prescott	Asst. Competitive Dance	\$1,933	2025-2026

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

<b>February 1, 2025 FINANCIAL</b>	<b>GENERAL FUND</b>	<b>CAPITAL OUTLAY</b>	<b>SPECIAL EDUCATION</b>
BALANCE 1/31/25	(360,525.23)	(711,477.89)	1,963,503.90
RECEIPTS:			
TAXES	93,284.22	96,977.35	48,374.59
INTEREST	1,080.77	0.00	0.00
ADMISSIONS	3,544.00	0.00	0.00
LOCAL	117.08	70.34	0.00
COUNTY	21,497.04	0.00	0.00
STATE	1,777,367.97	0.00	305,997.00
FEDERAL	58,904.00	5,500.00	202,877.00
OTHER	146.67	0.00	0.00
INTERFUND TRAN.	13,910.16	0.00	0.00
TOTAL RECEIPTS:	1,969,851.91	102,547.69	557,248.59
DISBURSEMENTS:			
VERIFIED CLAIMS	202,531.17	243,760.43	18,692.33
SALARIES	1,812,488.90	0.00	478,905.88
TRANSFERS OUT			
<b>BALANCE 02/28/25</b>	<b>(405,693.39)</b>	<b>(852,690.63)</b>	<b>2,023,154.28</b>
<b>BALANCE 02/29/24</b>	<b>(288,546.23)</b>	<b>1,768,962.80</b>	<b>(2,502,060.16)</b>

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<b>February 1, 2025 FINANCIAL</b>	<b>FEDERAL PROJECTS</b>	<b>UNEMPLOY- MENT FUND</b>
BALANCE 1/31/25	819,382.72	48,686.70
RECEIPTS:		
LOCAL		
STATE		
FEDERAL	0.00	0.00
REIMBURSEMENTS	338,248.54	
OTHER (LOCAL) -AFROTC	0.00	0.00
INTERFUND TRAN.		
TRANSFER IN		
TOTAL RECEIPTS:	338,248.54	0.00
DISBURSEMENTS:		
VERIFIED CLAIMS	27,545.65	0.00
SALARIES	102,070.07	0.00
TRANSFERS OUT		
<b>BALANCE 02/28/25</b>	<b>1,028,015.54</b>	<b>48,686.70</b>
<b>BALANCE 02/29/24</b>	<b>(3,738,197.15)</b>	<b>49,497.51</b>

<b>February 1, 2025 FINANCIAL</b>	<b>DEP CARE</b>	<b>MEDICAL REIMB</b>	<b>IMPACT AID</b>
BALANCE 1/31/25	1,531.32	(8,057.73)	28,401,629.54
RECEIPTS:			
INTEREST	0.00	0.00	13,910.16
FEDERAL	0.00	0.00	0.00
LOCAL	1,585.44	3,720.56	0.00
OTHER			
INTERFUND TRAN.			
LOANS			
TOTAL RECEIPTS:	1,585.44	3,720.56	13,910.16
DISBURSEMENTS:			
VERIFIED CLAIMS	1,108.34	2,149.89	0.00
EXPENDITURES/TRANSFERS OUT	0.00	0.00	13,910.16
<b>BALANCE 02/28/25</b>	<b>2,008.42</b>	<b>(6,487.06)</b>	<b>28,401,629.54</b>
<b>BALANCE 02/29/24</b>	<b>1,658.88</b>	<b>(4,619.14)</b>	<b>23,853,261.54</b>

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<b>February 1, 2025 FINANCIAL</b>	<b>FOOD SERVICE</b>	<b>FIDUCIARY FUNDS</b>
BALANCE 1/31/25	207,557.08	212,238.58
RECEIPTS:		
INTEREST		
SALES	55,068.34	0.00
STATE		0.00
FEDERAL	62,180.55	0.00
LOCAL	74.08	90,910.85
OTHER	0.00	0.00
INTERFUND TRAN.		
LOANS		
TOTAL RECEIPTS:	117,322.97	90,910.85
DISBURSEMENTS:		
VERIFIED CLAIMS	114,668.11	51,262.45
SALARIES	31,357.90	0.00
<b>BALANCE 02/28/25</b>	<b>178,854.04</b>	<b>251,886.98</b>
<b>BALANCE 02/29/24</b>	<b>24,453.34</b>	<b>300,612.77</b>

<u>Vendor Name</u>	<u>Check #</u>	<u>Amount</u>
A & B WELDING SUPPLY COMPANY INC.	185394	236.76
AMAZON.COM	185395	4,406.10
AMICK SOUND INC	185475	785.45
ASBSD	185476	2,000.00
BEST WESTERN - RAPID CITY	185477	714.00
BEST WESTERN RAMKOTA HOTEL - ABERDEEN	185397	448.00
BEST WESTERN RAMKOTA- PIERRE	185398	114.00
BJ'S INSTRUMENT REPAIR	185399	40.00
BLACK HILLS CHEMICAL CO	185478	239.62
BLACK HILLS ENERGY- AUTO PAY	225	35,625.82
BLACK HILLS URGENT CARE	185479	300.00
BOX ELDER HARDWARE	185480	756.50
BREWER, SAMANTHA	185402	45.09
BROOKINGS SUPER 8	185403	483.00
CANDY NATION LLC	185461	405.55
CARNEGIE LEARNING	185404	40.00
CAROLINA BIOLOGICAL SUPPLY COMPANY	185481	189.84
CARQUEST AUTO PARTS	185482	633.79
CENTURYLINK	185406	574.95
CIRCLE K	185461	398.95
CITY OF BOX ELDER/PUBLIC WORKS DEPT	185407	10,522.02
CLARK, KARLINE	185408	122.14
CLUBHOUSE HOTEL & SUITES	185483	728.30
COLICHESKI, KARLEY	185409	17.64
COLUMN SOFTWARE PBC	185484	466.67
COMPASS	185410	4,000.00
CUSTER SCHOOL DISTRICT	185412	75.00
DAKOTA BUS SERVICE, INC.	185413	19,960.00
DAYS INN- CHEYENNE	185414	2,670.00
DELTA DENTAL OF SD FOUNDATION	185415	3,000.00
DENNY MENHOLT CHEVROLET	185487	515.86
EBACH ENTERPRISES	185416	18,420.00
EVERGREEN OFFICE PRODUCTS	185417	1,532.46
FIDUCIARY ACCOUNT	185418	20,887.98
FOOD SERVICE	185420	45.29

<u>Vendor Name</u>	<u>Check #</u>	<u>Amount</u>
FUTURUM PARATUS, LLC	185421	752.43
GILL ATHLETICS	185492	594.69
GRAINGER, INC	185422	257.06
HAMPTON INN SIOUX FALLS/SOUTHWEST	185493	749.56
HAUFF MID-AMERICA SPORTS INC.	185494	1,945.60
HILLYARD INC	185495	876.60
HOBBY LOBBY CREATIVE CENTER	185461	359.60
HOLIDAY INN & SUITES SIOUX FALLS	185425	172.91
HOLLAN, DEBRA	185426	39.09
HOT SPRINGS SCHOOL DISTRICT	185427	200.00
INNOVATIVE OFFICE SOLUTIONS	185496	2,233.92
JENNER EQUIPMENT COMPANY, INC.	185429	1,162.27
JOANN FABRIC	185461	47.98
JW PEPPER & SONS, INC.	185497	183.98
KOCH FILTER	185431	6,828.12
LEAD/DEADWOOD SCHOOL DISTRICT	185499	200.00
LEADERSHIP MATTERS LLC	185500	1,600.00
LYNN JACKSON SHULTZ & LEBRUN PC INC	185501	787.00
MCPHERSON, JACKIE	185502	70.92
MENARDS	185433	1,069.62
MESSICKS	185461	453.74
MG OIL COMPANY, INC.	185504	10,343.07
MIDCONTINENT COMMUNICATIONS- AUTO PAY	226	1,557.05
MILLER, TRAVIS	185505	2,810.00
MONTANA DAKOTA UTILITIES COMPANY, INC.	227	16,737.60
MONUMENT HEALTH RAPID CITY HOSPITAL, INC	185506	100.00
NASSP	185436	385.00
NATIONAL PUMP SUPPLY	185507	772.95
NATIONAL SCHOOL PUBLIC RELATIONS	185437	295.00
NORTH CENTRAL BUS & EQUIPMENT CO. INC	185508	2,514.46
NORTHWEST PIPE FITTINGS, INC.	185439	688.24
OFFICE OF FIRE MARSHAL	185440	400.00
PIZZA HUT- BOX ELDER	185461	178.14
PLOOSTER, KEVIN	185441	46.98
PROPHET CORPORATION DBA GOPHER, THE	185510	296.17

<u>Vendor Name</u>	<u>Check #</u>	<u>Amount</u>
RAMADA HOTEL & SUITES	185442	4,325.44
RAMKOTA HOTEL	185511	141.99
RIDDELL / ALL AMERICAN SPORTS CORP	185513	4,884.27
RIVERSIDE TECHNOLOGIES INC	185444	1,088.00
ROWLOFF PRODUCTIONS	185461	71.74
RSP & ASSOCIATES LLC	185514	17,500.00
SAM'S CLUB	185461	153.76
SCOTT, LINDSAY	185445	345.87
SDCTM/SDSTA JPDC	185461	235.00
SDHSAA	185516	1,205.00
SDMEA	185448	640.00
SDTEA	185461	100.00
SHERATON HOTEL AND CONVENTION CENTER	185449	76.00
SKILLSUSA INC	185450	335.00
SKILLSUSA SOUTH DAKOTA	185451	745.00
SPARTAN STORES, LLC.	185452	34.97
SPECIALTY INSTALLATION LLC	185453	1,589.00
SUPER 8	185461	464.56
SUPPLYHOUSE.COM	185461	73.09
TEMPERATURE TECHNOLOGY INC	185455	460.00
TEXAS ROADHOUSE	185461	242.92
TIMMONS MARKET	185517	139.59
ULINE SHIPPING SUPPLY SPEC.	185518	210.72
UNIVERSITY OF SOUTH DAKOTA	185519	10.00
VERIZON WIRELESS	185459	397.36
VOYAGER FLEET SYSTEMS, INC.	185520	1,302.55
WAL-MART STORES INC	185461	518.63
WESTERN COMMUNICATIONS, INC.	185460	52.60
<b>GENERAL FUND</b>		<b>226,453.59</b>
CENTURY BUSINESS	185405	8,037.37
CO-OP ARCHITECTURE	185485	27,719.20
FOLLETT CONTENT SOLUTIONS, INC	185419	679.71
SARNAFIL SERVICES, INC	185515	29,952.22
<b>CAPITAL OUTLAY</b>		<b>66,388.50</b>
AMAZON.COM	185395	610.84
COUNCIL OF ADMINISTRATORS OF SPECIAL	185461	(525.00)

<u>Vendor Name</u>	<u>Check #</u>	<u>Amount</u>
CREATIVELY FOCUSED LLC	185486	23,212.50
DELTA AIR LINES	185461	429.19
FIDUCIARY ACCOUNT	185418	9,300.00
KIELHOLD, NANCY	185498	10.00
LEARNING A-Z	185432	135.00
LRP CONFERENCES	185461	55.45
MHS INC	185435	10.00
PRO-ED, INC.	185509	270.60
RATWIK, ROSZAK & MALONEY, P.A	185512	2,921.00
RIVERSIDE INSIGHTS	185443	340.93
SD DEPARTMENT OF HUMAN SERVICES	185447	35,207.73
STAGES LEARNING	185454	4,995.00
TIMMONS MARKET	185456	29.60
UNITED AIR LINES	185461	80.00
US BANK	185461	452.35
WAL-MART STORES INC	185461	100.56
<b>SPECIAL EDUCATION</b>		<hr/> <b>77,635.75</b>
WEBSTAIRANT STORE	185461	331.85
<b>FOOD SERVICE</b>		<hr/> <b>331.85</b>
AMAZON.COM	185395	160.35
TRANSACT COMMUNICATIONS, LLC	185457	5,495.00
		<hr/> 5,655.35
<b>GRANTS</b>		<hr/> <b>376,465.04</b>
AMAZON.COM	12684	141.09
CASH-WA DISTRIBUTING COMPANY, INC.	12703	11,450.34
CHILD AND ADULT NUTRITION	12686	259.60
COCA-COLA BOTTLING CO HIGH COUNTRY	12704	2,004.00
Cuny, Paulette	12688	65.70
DAKOTA WAREHOUSE	12705	130.00
FIDUCIARY ACCOUNT	12706	70.00
GENERAL FUND	12707	57,378.93
HEMPHILL, ASHLEY	12690	13.70
PAN-O-GOLD BAKING COMPANY, INC.	12708	842.96
PIZZA HUT- BOX ELDER	12692	1,710.00
PRAIRIE FARMS	12693	11,518.76
REINHART FOOD SERVICE LLC	12711	23,682.46

<u>Vendor Name</u>	<u>Check #</u>	<u>Amount</u>
SERVALL TOWEL & LINEN SUPPLY, INC.	12712	469.50
		<hr/>
		109,737.04
<b>FOOD SERVICE</b>		<hr/>
		<b>109,737.04</b>
		<hr/>
		<hr/>
<b>Grand Total:</b>		<hr/>
		<b>486,235.08</b>
		<hr/>

**DOUGLAS SCHOOL DISTRICT****PERSONNEL ACTION 4/14/2025****Employee Leave of Absence Requests**

Name	Building	Position	Effective Date
BOE See Attached			

**Classified Service Factor Bonus**

Name	Position/Years	Amount	Dates of Service
Kara Holsworth	MS Nurse/5 years	\$220.76	3/22/21 - 3/22/25

**Classified Retirements**

Name	Position	Location	Effective Date
Kristine Boeding	Bus Driver	Transportation	5/23/2025
Denise Schleusner	Special Ed Secretary	BC	5/30/2025

**Classified Resignations/Terminations**

Name	Position	Location	Effective Date
Ronald Timblin	Bus Driver	Transportation	3/28/2025
Kacie McGuire	Instructional Aide	BC	3/27/2025
Debra James	Instructional Aide	HS	5/21/2025
Patricia Ongaco	Lunchroom Aide	VES	4/25/2025
Darrel One Horn	Mechanic	Transportation	3/31/2025
Evelyn Watson	Data and Systems Analyst	Central Office	6/30/2025

**Certified Staff Hiring**

Name	Location / Position	Wage	Effective Date
Melissa Sisk	FC/Special Ed Teacher	\$63,200.00	2025-2026
Lori Chapman	VES/4-5 Grade	\$63,200.00	2025-2026
Katherine Hoeke	MS/ Special Education	\$52,950.00	2025-2026

**Classified Staff Hiring**

Name	Location / Position	Wage	Effective Date
Robin Heinrich	BC/Lunchroom Aide	\$15.50/hr	4/4/2025
Shawnee Hellman	MS/Principal Secretary	\$17.75/hr	6/2/2025
Tamara Davis	VES/LRA	\$15.50/hr	4/28/2025
Jerry Bowman	Transportation Coordinator	\$79,500.00	7/1/2025
Jennifer Pounds	Trans/Bus Driver	\$21.73/hr	4/4/2025
Shelby Tillett	CO/Bookkeeper 1	\$20.50/hr	4/28/2025
Randy Canaan	BC/Instructional Aide	\$17.00/hr	4/10/2025

**Temporary Hires**

Name	Position	Salary	Effective Date
Sherri Horan	Summer Credit Recovery	\$51.07/hr	6/23/25 - 6/27/2025
Kaitlin Heier	Summer Credit Recovery	\$42.03/hr	6/2/25 - 6/30/2025
Christie Medina	Summer Feeding	\$20.00/hr	7/1/25 - 8/5/2025
Melinda Garner	Summer Feeding	\$15.75/hr	7/1/25 - 8/5/2025
Laura Rencountre	Summer Feeding	\$17.00/hr	7/1/25 - 8/5/2025
Merissa Hardy	Summer Feeding	\$15.50/hr	7/1/25 - 8/5/2025
Traci Knight	Summer Feeding	\$20.00/hr	7/1/25 - 8/5/2025
Gered Pitts	Summer Feeding	\$17.00/hr	7/1/25 - 8/5/2025

	Melissa Hardy	Summer Feeding	\$15.50/hr	5/27/25 - 6/30/2025
	Laura Rencountre	Summer Feeding	\$17.00/hr	5/27/25 - 6/30/2025
	Melinda Garner	Summer Feeding	\$15.75/hr	5/27/25 - 6/30/2025
	Christie Medina	Summer Feeding	\$20.00/hr	5/27/25 - 6/30/2025

**Substitute Hires**

	<b>Name</b>	<b>Substitute Teacher</b>	<b>Substitute Classified</b>	<b>Effective Date</b>
**	Personnel Action additions and updates made after initial publication and before scheduled school board			

<u>Vendor Name</u>	<u>Check #</u>	<u>Amount</u>
A & B WELDING SUPPLY COMPANY INC.	185527	302.90
ACE STEEL & RECYCLING, INC.	185528	472.35
AMAZON.COM	185529	8,889.40
AMSTERDAM PRINTING & LITHO CORPORATION	185530	327.05
ASCD	185531	79.00
ATLAS PEN & PENCIL LLC	185532	65.64
BLACK HILLS CHEMICAL CO	185533	6.99
BLACK HILLS URGENT CARE	185535	300.00
BOX ELDER HARDWARE	185536	236.13
BROADWAY MEDIA	185537	2,395.00
CARNEGIE LEARNING	185538	40.00
CAROLINA BIOLOGICAL SUPPLY COMPANY	185526	103.30
CASE, KEVIN	185539	3,466.75
CASH-VES	185540	49.94
CENTURYLINK	185543	1,145.91
CIRCLE K	185526	326.43
CITY OF BOX ELDER/PUBLIC WORKS DEPT	185545	5,708.10
CLARK PRINTING, INC.	185546	232.95
CLARK, KARLINE	185547	16.52
COLUMN SOFTWARE PBC	185548	821.39
CRESCENT ELECTRIC	185550	429.13
DAKOTA SUPPLY GROUP, INC.	185551	929.08
DELTA AIR LINES	185526	535.46
DEMCO, INC	185552	179.17
DIVISION OF CRIMINAL INVESTIGATION	185526	512.00
EBACH ENTERPRISES	185553	18,420.00
EVERGREEN OFFICE PRODUCTS	185554	1,756.47
FIDUCIARY ACCOUNT	185556	2,004.25
FOOD SERVICE	185557	65.51
GOODWILL OF THE GREAT PLAINS	185526	71.38
GRAINGER, INC	185558	346.62
HAGGERTYS MUSICWORKS	185559	170.00
HARLOW'S BUS SALES, INC.	185560	699.19
HIGH POINT NETWORKS, LLC	185561	10.50
HYATT REGENCY	185526	3,884.31

<u>Vendor Name</u>	<u>Check #</u>	<u>Amount</u>
INDEED INC.	185526	67.06
INNOVATIVE OFFICE SOLUTIONS	185562	3,216.22
INSECT LORE	185563	121.91
INSTRUMENTALIST AWARDS LLC	185564	250.00
JOB MATCH, LLC	185526	160.00
LANKFORD ENTERPRISES INC	185565	32,400.00
LEADERSHIP MATTERS LLC	185566	2,100.00
LOWE'S BUSINESS ACCOUNT	185526	191.92
MAGAZINE LINE	185567	150.85
MAXIMUM PROMOTIONS	185568	369.50
MENARDS	185569	276.12
MG OIL COMPANY, INC.	185570	5,363.16
MIDWEST CONNECT	185572	156.00
MS MAIL	185573	40.15
NEWELL SCHOOL DISTRICT	185574	40.00
NORTHWEST PIPE FITTINGS, INC.	185575	164.54
OFFICE OF FIRE MARSHAL	185576	310.00
ORIENTAL TRADING COMPANY INC	185577	130.67
ORTON-GILLINGHAM INSTITUE, THE	185578	3,000.00
PAULSON, DARREN	185579	765.30
PIZZA HUT- BOX ELDER	185526	191.09
PLANK ROAD PUBLISHING	185526	132.95
POPP BINDING AND LAMINATING, INC	185580	2,082.00
PRINCIPALS CONFERENCE, THE	185581	600.00
RAPID CITY AREA SCHOOL DISTRICT	185583	300.00
RAPID CITY REGIONAL AIRPORT	185526	84.00
RIVERSIDE TECHNOLOGIES INC	185584	4,985.00
SAM'S CLUB	185526	275.81
SANORBIX LLC	185585	495.00
SASD	185588	2,454.00
SDASBO	185591	100.00
SOUTH DAKOTA ONE CALL	185593	52.50
SPEARFISH SCHOOL DISTRICT	185594	1,530.00
STAN HOUSTON EQUIPMENT COMPANY, INC.	185597	2,945.68
STORMWIND, LLC	185598	3,450.00

<u>Vendor Name</u>	<u>Check #</u>	<u>Amount</u>
SWIFTEC INC	185599	183.82
TEMPERATURE TECHNOLOGY INC	185600	2,802.97
TIMMONS MARKET	185601	245.88
TYLER TECHNOLOGIES	185602	900.00
ULINE SHIPPING SUPPLY SPEC.	185603	93.15
US BANK	185526	1,588.36
VANWAY TROPHY & AWARD, INC.	185604	428.60
VERIZON WIRELESS	185605	397.36
WAL-MART STORES INC	229	179.67
WELL365	185606	885.00
<b>GENERAL FUND</b>		<b>131,655.06</b>
BLACK HILLS ROOFING, INC.	185534	10,680.49
CENTURY BUSINESS	185542	8,944.27
CO-OP ARCHITECTURE	185549	6,750.00
<b>CAPITAL OUTLAY</b>		<b>26,374.76</b>
AMAZON.COM	185529	762.69
Cassidy Patriarca and Carin Martin	185541	50,000.00
CHILDREN'S CARE HOSPITAL & SCHOOL	185544	18,003.00
DELTA AIR LINES	185526	438.96
FIDUCIARY ACCOUNT	185556	24,217.03
MHS INC	185571	250.00
PRO-ED, INC.	185582	270.60
RATWIK, ROSZAK & MALONEY, P.A	185526	295.00
SD DEPARTMENT OF HUMAN SERVICES	185590	10,600.17
SHINING PATHWAY ABA, LLS	185592	20,820.00
TIMMONS MARKET	185601	13.57
US BANK	185526	5,956.47
WAL-MART STORES INC	185526	127.39
<b>SPECIAL ED</b>		<b>131,754.88</b>
WEBSTAIRANT STORE	185526	191.29
<b>FOOD SERVICE</b>		<b>191.29</b>
AMAZON.COM	185529	76.97
CANVA PTY. LTD	185526	239.99
DAYLIGHT DONUTS	185526	1,406.25
ORTON-GILLINGHAM INSTITUE, THE	185578	3,000.00
SHERATON HOTEL AND CONVENTION CENTER	185526	285.93

<u>Vendor Name</u>	<u>Check #</u>	<u>Amount</u>
<b>GRANTS</b>		<b>5,009.14</b>
		<b>294,985.13</b>
AMAZON.COM	12715	449.67
CASH-WA DISTRIBUTING COMPANY, INC.	12716	14,095.77
COCA-COLA BOTTLING CO HIGH COUNTRY	12717	976.00
FIDUCIARY ACCOUNT	12718	35.00
GARNER, JENNIFER	12719	47.99
GENERAL FUND	12720	50,608.65
PAN-O-GOLD BAKING COMPANY, INC.	12721	640.80
PIZZA HUT- BOX ELDER	12722	1,187.50
PRAIRIE FARMS	12723	8,681.20
PROGUARD SERVICE & SOLUTIONS	12724	1,942.19
REINHART FOOD SERVICE LLC	12725	20,429.73
SERVALL TOWEL & LINEN SUPPLY, INC.	12726	281.70
<b>FOOD SERVICE</b>		<b>99,376.20</b>
<b>Grand Total:</b>		<b>394,361.33</b>

**PAYROLL EXPENDITURES**

**MARCH 7 2025**

**MARCH 21 2025**

**TOTALS**

**\$1,221,725.57**

**\$1,209,459.28**

**DOUGLAS SCHOOL DISTRICT #51-1**  
**CLUB SPORTS/ACTIVITIES RECOGNITION AGREEMENT**

1. High school <sup>The Regulators</sup> ~~Shotgun Shooting~~ is not offered by the Douglas School District (hereinafter "District"), but is available in the Rapid City area and the Box Elder/EAFB community as a club activity.
2. Upon application and under the following conditions, the District may, in its discretion, recognize community or club sports/activities, may allow club or community activities to utilize the "Douglas" or "Douglas High School" name or mascot and may consider participating students eligible for District awards.
3. Eligibility for participation in a club or community sport (hereinafter "Club") will be determined by the Club. The Club is solely responsible for preparing and adopting requirements such as residency, enrollment and academic performance. The Club may decide, in its sole discretion, to follow the South Dakota High School Activities Association requirements and the extra-curricular rules and regulations of the District.
4. The Club shall be solely responsible for providing suitable coaches and referees, for arranging appropriate transportation, and for providing supplies, equipment, game and practice schedules as well as awards for competition. It will also be responsible for all expenses associated with operating the club team, including but not limited to transportation, referees, coaches, supplies, equipment and awards.
5. The Club represents that all coaches have successfully completed a course in the Care and Prevention of Injuries and First Aid. The District will provide the Club with a copy of the Risk Management Guidelines contained in the Douglas High School Activity Handbook.
6. The Club may request use of District facilities on the same basis as any community group. Club teams may not store their equipment on District property or use District uniforms.
7. Only students who meet the eligibility standards of the South Dakota High School Activities Association and the Douglas School District can be considered eligible for District awards. The Club shall submit a team roster to the Douglas High School Activities Director during the first week of participation so that an individual participant's eligibility for District awards can be assessed.

8. The Club shall submit a list of proposed award winners to the Activities Director within one week of the conclusion of the season. Upon receipt of the list of proposed award winners, the District will have sole discretion to determine, under the District's lettering criteria which student, if any, shall receive District awards.
9. Only students enrolled full-time at Douglas School District and who participate on a Club team that has signed a DOUGLAS SCHOOL DISTRICT #51-1 CLUB RECOGNITION AGREEMENT and has provided the Certificate of Insurance described in paragraph 14 below can be considered for District awards.
10. Penalties assessed to participants for violation of the drug and alcohol rule during the Club sport season will not replace the penalty for school-sponsored activities.
11. To be considered for an award, participants must play in at least one-half of all scheduled games and must attend all practices and games unless an acceptable excuse is verified by the coach. Competition must be at a level comparable to high school varsity competition.
12. Student absences from school, which are related to participation in a recognized Club sport, will be documented as parental excused absences if the school receives appropriate notice from the participant's parent or legal guardian.
13. Club sport participants will be covered by appropriate accident insurance procured by the governing league, by the Club or by the participant's parents.
14. Prior to recognition by the District and before using the District's name in association with any Club sport, the Club shall provide the District with a Certificate of Insurance in an amount of at least \$1,000,000.00 that names the District as an additional named insured.
15. The Club agrees that it shall defend, hold harmless, and indemnify the District from all demands, claims, suits, actions, damages, liabilities, losses or legal proceedings arising on account of or relating in any way to the District's recognition of the Club sport/activity or the District's alleged association with it.
16. The Club shall provide all participating parents with a copy of this agreement.

17. It is the responsibility of the Club representative to ensure compliance with all of the terms of this Agreement.

18. This agreement is effective for one year upon approval of the Douglas School District Board of Education. However, Douglas School District #51-1 may cancel this agreement at any time for any reason without prior notice of cancellation.

19. The parties acknowledge that any prior agreement entered into between the District and a Club representative is null and void and has no effect.

\_\_\_\_\_  
School Board President  
Douglas Board of Education  
Douglas School District #51-1

\_\_\_\_\_  
Date

Patricia Coakley (Head Coach)  
Club Representative

4/7/25  
Date

\_\_\_\_\_  
Coach/Representative

\_\_\_\_\_  
Date



**ASSOCIATED SCHOOL BOARDS  
PROTECTIVE TRUST  
SOUTH DAKOTA SCHOOL DISTRICT BENEFITS FUND  
ADOPTION AND RENEWAL MOTION**

BE IT HEREBY MOVED AND RESOLVED by the Douglas School District School Board of the Douglas School District, acting in pursuant to SDCL ch. 1-24 and SDCL 13-10-3, 13-8-39, and the general authority of SDCL title 13, and hereby adopts, approves, and ratifies the South Dakota School District Benefits Fund Participation Agreement as attached hereto as EXHIBIT A, effective as of the time of adoption of this Motion.

BE IT FURTHER MOVED AND RESOLVED that the Protective Trust Joint Powers Agreement and Bylaws are hereby adopted, and further that actions taken under the ASB Protective Trust Joint Powers Agreement and Bylaws and the South Dakota School District Benefits Fund Participation Agreement since the time and date the District initially joined said Trust are hereby ratified and approved to the same extent and effect as if each amendment thereto had been separately submitted and to the Board for approval prior to execution by the Superintendent and Business Manager.

BE IT FURTHER MOVED AND RESOLVED that the Superintendent and Business Manager are hereby authorized to execute, on behalf of the District, the present South Dakota School District Benefits Fund Participation Agreement as it presently exists and may from time to time be amended and approved pursuant to the Bylaws herein adopted. Each succeeding Participation Agreement changing in any manner the benefits, contributions, or obligations arising under the South Dakota School District Benefits Fund shall be submitted to the Board for approval prior execution by the Superintendent and Business Manager.

IT IS FURTHER MOVED AND RESOLVED that coverage provided in the South Dakota School District Benefits Fund Participation Agreement shall extend from 12:01 a.m. CST, July 1, 2025 to 12 midnight CST, June 30, 2026. The contribution required for such coverage is as set forth in the attached EXHIBIT A renewal letter and by this reference incorporated herein.

There is hereby delegated to the Superintendent the authority to carry out, or to further delegate subject to his supervision and responsibility, the obligations of the District identified in the Bylaws approved herein, the Participation Agreement, and the

Master Contracts provided by the Trust Administrator. Finally, the Board hereby agrees to indemnify the Trust and its members, pursuant to the process established in the Bylaws approved herein, the full amount of any assessment levied by the Trust Fund Board, including termination contribution, pursuant to the Bylaws and the full amount of any contribution agreed to in the current or subsequent Participation Agreements approved by the Board as submitted upon proper vouchers.

Done this \_\_\_\_\_ day of \_\_\_\_\_, 2025, at \_\_\_\_\_ South  
Dakota.

\_\_\_\_\_  
School Board President

I hereby certify that the foregoing Motion was adopted by the Douglas School District School Board in open session at a regularly-called meeting on the \_\_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
Business Manager

ASSOCIATED SCHOOL BOARDS PROTECTIVE TRUST  
SOUTH DAKOTA SCHOOL DISTRICT BENEFITS FUND  
**PARTICIPATION AGREEMENT**

WHEREAS, the Douglas School District (hereinafter "DISTRICT," "MEMBER," "PLAN SPONSOR," or "EMPLOYER") has, by resolution of its duly-elected governing body, adopted the ASB PROTECTIVE TRUST JOINT POWERS AGREEMENT AND BYLAWS;

WHEREAS, the DISTRICT is desirous of receiving health benefit coverage as provided in this Agreement and the "SUMMARY PLAN DESCRIPTION" (hereinafter "SPD"), incorporated herein by this reference, for each named employee eligible for coverage and listed on the "Enrollment Form" provided by the EMPLOYER (hereinafter "COVERED EMPLOYEE");

WHEREAS, the SOUTH DAKOTA SCHOOL DISTRICT BENEFITS FUND (hereinafter "Benefit Fund") exists for the purpose of providing health care coverage for MEMBER DISTRICT employees; and WHEREAS, the ASSOCIATED SCHOOL BOARDS OF SOUTH DAKOTA (hereinafter "ASBSD") has been designated as the "Trust Administrator" herein;

NOW THEREFORE BE IT AGREED AS FOLLOWS:

SECTION I  
DEFINITIONS

- 1.1. ASBSD -- Associated School Boards of South Dakota.
- 1.2. ASB Protective Trust -- An unincorporated assessable association operating under the laws of the State of South Dakota to provide health, property, worker's compensation, and liability coverage for school districts and public agencies which have elected to participate in a pool arrangement and their employees in South Dakota (hereinafter referred to as "TRUST").
- 1.3. Benefit Fund -- The South Dakota School District Benefits Fund, as well as its Claims Supervisor or other designated entity.
- 1.4. Claims Supervisor -- Wellmark BCBS of SD, 1601 W Madison Street, Sioux Falls, SD 57104, Phone 1-800-831-4818.
- 1.5. Covered Employee -- An eligible employee, defined as an "eligible member" in the "SUMMARY PLAN DESCRIPTION," who has completed the enrollment form, whose name and social security number has been reported to the Trust Administrator, and for whom the contribution has been made.
- 1.6. Coverage Period -- The term of this Agreement is one year. Coverage shall be on a monthly basis. Coverage shall be deemed continuing unless terminated as provided herein or when the EMPLOYER fails to make timely monthly contributions.
- 1.7. Date of Termination -- A date not less than ninety (90) days from receipt of notice of termination by the Trust Administrator.

1.8. Earned Contribution -- Active Employee, Retiree and COBRA revenue received by the FUND from a MEMBER for a specific month.

1.9. Health Care Coverage or Plan -- Health care benefits, as elected by the Plan Sponsor, and employee, may include medical and life, as provided in the then current version of the applicable "SUMMARY PLAN DESCRIPTION" for the plan the employee is enrolled at the time of a claim, including amendments thereto, and as further defined and limited in this Agreement and the Trust Bylaws.

1.10. Total Earned Contribution -- Active Employee, Retiree and COBRA revenue received by the FUND from all MEMBERS in aggregate on an annual basis.

1.11. Trust Administrator -- Associated School Boards of South Dakota, 306 East Capitol, Pierre, South Dakota 57501, Telephone (605) 773-2500, FAX (605) 773-2501.

## SECTION II OBLIGATION OF PARTICIPATING EMPLOYER

2.1. **Contribution.** Each participating EMPLOYER shall be responsible for prompt and timely payment of the applicable contribution. The contribution, which includes the employer and employee portions, shall be paid **monthly** by the EMPLOYER. The amount of contribution required is as set forth in the Adoption and Renewal Motion, attached hereto, and incorporated herein by this reference, upon approval by the MEMBER'S governing board. Contribution amounts are calculated on an annual basis or such shorter period as may be agreed upon. **The District's contributions are due on the first of each month and is delinquent after the fifth day. Delinquent accounts will accrue interest and penalties.**

2.2. **Eligibility.** The EMPLOYER shall track and maintain employee eligibility at all times in accordance to the **ASSOCIATED SCHOOL BOARDS PROTECTIVE TRUST ADMINISTRATIVE PROCEDURES FOR ELIGIBILITY FOR GROUP HEALTH COVERAGE** document contained within the SPD and adhere to the EMPLOYER'S own expressly stated hours of eligibility and effective date of coverage within the guide. The EMPLOYER shall notify the FUND through the EMPLOYEE enrollment or change in eligibility process of any employee change in eligibility at the end of each month. If it is discovered that any claims have been paid by the FUND or the FUND's stop loss carrier on a non-eligible employee, such claims shall be the responsibility of the EMPLOYER, who shall reimburse the FUND and/or the FUND's stop loss carrier, whichever is applicable, for all such paid claims.

2.3. **Notice of Enrollment and Unenrollment.** In addition to executing and returning this Agreement and its attachments and promptly complying with the requirements of the ASB Trust Bylaws, the EMPLOYER shall provide the Trust Administrator with a completed enrollment form for each eligible employee when hired or added and provide monthly notice of and date that each eligible employee is terminated, deleted, or removed from the group along with the payment of the contribution.

2.4. **Confidentiality.** The EMPLOYER will keep all medical information regarding a covered employee separate from the employee's personnel file and will comply with the provisions of all applicable state and federal law with respect to confidential medical information.

2.5. **COBRA.** Each EMPLOYER shall provide timely notice of coverage under the Consolidated Omnibus Budget Reconciliation Act (COBRA) to each employee who loses health coverage under the Benefit Fund or whose eligible spouse or eligible dependents lose health coverage under the Benefit Fund and shall provide to the Trust Administrator a copy of the affected employee's or qualified beneficiary's written election to continue or decline coverage under COBRA. Failure of the EMPLOYER to give timely notice of COBRA coverage to an eligible employee or qualified beneficiary shall result in the EMPLOYER being responsible for providing COBRA continuation coverage for any affected employee or qualified beneficiary. The cost for continuing coverage under COBRA shall be no more than one hundred two percent (102%) of the rate for the affected employee's or qualified beneficiary's coverage. Payment of contributions for continuing coverage under COBRA is the affected employee's responsibility or, if elected by the EMPLOYER, the EMPLOYER's responsibility. Failure of the affected employee to make timely payment shall terminate COBRA coverage. Payment made by the affected employee must be received within the allowable timeframe according to COBRA regulations.

2.6. **Providing Plan Information.** The EMPLOYER shall at the time of enrollment and thereafter annually provide a copy of the current and applicable SUMMARY PLAN DESCRIPTION to each covered employee and may advise the employees that this Participation Agreement together with the ASB Trust Bylaws apply to the employee's coverage which are available for inspection without charge during business hours at the EMPLOYER'S business office. The EMPLOYER shall advise all covered employees that the provisions of this Participation Agreement and the ASB Trust Bylaws are binding requirements of coverage, and that the SPD is only a description of benefits.

2.7. **Health and Safety Conditions.** The EMPLOYER agrees to not knowingly allow any condition to exist in the workplace which is detrimental to the health and safety of the covered employees. The EMPLOYER agrees to allow the Benefit Fund, its Trust Administrator, Claims Supervisor, or the designee of any of them, to inspect the EMPLOYER'S premises in order to determine whether any condition detrimental to the health or safety of the covered employees exists. The EMPLOYER acknowledges that neither the Trust Administrator nor the Claims Supervisor is obligated to make any inspection or recommendation with regard to health and safety conditions.

### SECTION III OBLIGATIONS OF THE BENEFIT FUND

3.1. **Coverage.** The Benefit Fund agrees to provide coverage for eligible claims by covered employees timely submitted as described in the applicable SPD for the plan in which such covered employee is enrolled at the time of a claim.

3.2. **Claims Forms.** The Benefit Fund shall provide to the EMPLOYER an adequate number of claim forms for use by covered employees in submitting claims.

SECTION IV  
TRUST OBLIGATIONS

4.1 **Management and Administration.** The Trust shall manage and administer the TRUST. The management and administration of the Trust shall be performed by the Trust or its designee upon the direction and advice of the Trust Board

4.2 **Authority and Obligations.** Management and administration of the Trust shall include, but not be limited to, the following authority and obligations:

- (1) Evaluation and establishment of reserves for claims.
- (2) Investigation and adjusting of claims.
- (3) Making payment of compensable benefits as required under the Bylaws, this Participation Agreement, and the applicable Summary Plan Description.
- (4) Negotiating settlements of claims or suits against the MEMBER or TRUST as authorized or approved pursuant to policies of the Trust Board and securing appropriate releases upon settlement of claim.
- (5) Selecting and monitoring attorneys employed to defend claims or suits against the MEMBER or the TRUST.
- (6) Monitoring claims for subrogation and undertaking recovery efforts when economically feasible and advisable.
- (7) Maintaining reports identifying MEMBERS' claims by category, payments made, and reserves of claims. Such reports shall be available to MEMBERS and each Trustee as required by policies adopted by the Trust Board.
- (8) Providing such reports and documentation as required by any applicable Summary Plan Description.
- (9) Preparing and filing reports required by the state or federal government or agencies thereof.
- (10) Providing or contracting for loss control and developing and disseminating loss control programs to reduce losses to the MEMBERS.
- (11) Monitoring frequency and severity of claims' performance of MEMBERS.
- (12) Establishing rating structures to determine MEMBER contributions, providing billing to MEMBERS for contributions and providing notices to MEMBERS regarding contribution changes and assessments.

(13) Securing insurance coverage, excess insurance coverage, reinsurance, stop loss agreements, endorsements, and other indemnification agreements, both as to specific individual claims and aggregate claims as determined by the Trust Board, and determining the amount of retention for claims, if any, in each area of coverage by the TRUST.

(14) Developing programs for TRUST expansion.

(15) Determining proposed distributions to MEMBERS of excess reserves, proposed payment of assessments, if any, based upon the Fund's performance or such criteria in accordance to the ASB Protective Trust By-Laws.

(16) Providing billing, collection, and auditing of contributions to the TRUST by MEMBERS.

(17) Retaining and authorizing outside legal and financial assistance.

(18) Entering into an Administrative Services Agreement with a third party delegating the responsibilities and authorities of management of the Trust Obligations upon the approval and advice of the Trust Board

(19) Performing an annual audit in accordance to the ASB Protective Trust By-Laws.

## SECTION V TERM OF AGREEMENT

5.1. **Termination.** This Agreement can be terminated by mutual agreement in writing at any time. Failure of the participating EMPLOYER, or an employee under continuing COBRA coverage, to timely pay the contribution **terminates the coverage as of the last day for which the full premium was paid or voids the coverage ab initio (from the beginning) if the premium was never paid.**

5.2. **Coverage Commencement.** Notwithstanding any other coverage or benefit year identified in any coverage plan document, coverage under this Participation Agreement will commence on the day indicated in the adoption and renewal motion as prepared by the Fund, contingent upon receipt by the Benefit Fund of the timely payment of each monthly contribution from the MEMBER. In the event the due date of any contribution falls on a weekend or holiday, the contribution must be received by the following business day.

5.3 **Renewal and Notice of Termination.** Coverage under this Participation Agreement shall continue for another year term unless a MEMBER provides board approved written notice of its intention not to renew coverage for a subsequent coverage year **no later than April 30<sup>th</sup>** of any coverage year. Failure to notify the Trust Administrator as provided herein is a binding commitment on the part of the MEMBER to renew membership for another year at the contribution rate established by the Trust Administrator prior to the renewal date.

5.4 **Non-Timely Notice of Termination.** In the event that the participating MEMBER fails to provide notice in accordance with Section 5.3 herein of its intention not to renew coverage, payment of three (3) months Earned Contribution will be required. The three (3) months of

Earned Contribution will be calculated by using the highest one (1) month of Earned Contribution dating back to the preceding July 1 prior to when the absence of timely notice was received by the Trust Administrator. That highest monthly amount will be multiplied by three (3) to equal the amount due by the MEMBER prior to termination. Payment is due within sixty (60) days of receiving an invoice from the Trust Administrator and a ten percent (10%) monthly finance charge will be applied to the balance due if payment is not received in that timeframe. The finance charge will be compounded for each additional month the balance is outstanding past the 60 days. Non-timely notice of terminating coverage does not relieve the MEMBER of any outstanding assessments and other participation termination requirements outline in this participation agreement or by-laws. Non-timely notice of termination shall constitute abandonment of the MEMBER'S right to any future distribution of excess reserves. **See Appendix A for example.**

5.5. **Early Termination.** In the event a MEMBER seeks to withdraw prior to the end of the coverage year it shall provide a ninety (90) day board approved written notice of termination and payment of three (3) months Earned Contribution will be required. The three (3) months of Earned Contribution will be calculated by using the highest one (1) month of Earned Contribution dating back to the preceding July 1 prior to when the absence of timely notice was received by the Trust Administrator. That highest monthly amount will be multiplied by three (3) to equal the amount due by the MEMBER prior to termination. Payment is due within sixty (60) days of receiving an invoice from the Trust Administrator and a ten percent (10%) monthly finance charge will be applied to the balance due if payment is not received in that timeframe. The finance charge will be compounded for each additional month the balance is outstanding past the 60 days. Early termination of coverage does not relieve the MEMBER of any outstanding assessments and other participation termination requirements outline in this participation agreement or by-laws. Early termination shall constitute abandonment of the MEMBER'S right to any future distribution of excess reserves. **See Appendix A for example.**

5.6. **Obligations Upon Termination.** Termination of this Agreement shall not relieve the participating MEMBER of its obligation to ensure the MEMBER is leaving the FUND in sound financial position and at least one of the following provisions will be enforced upon termination:

(1.) If the ending audited Net Position of the FUND at the conclusion of the fiscal year ending in this agreement is less than twelve percent (12%) of the FUND'S audited Total Earned Contribution for that fiscal year the MEMBER will be responsible for additional Earned Contribution before fully terminating from the FUND. The terminating MEMBER will be responsible for a pro-rated amount of the difference between the product of twelve percent (12%) of Total Earned Contribution less the actual audited ending Net Position for that fiscal year. The difference will be multiplied by the MEMBER'S percentage of overall Earned Contribution the terminating entity contributed to the FUND'S Total Earned Contribution for that fiscal year. In addition, the MEMBER will be responsible for one (1) month of Earned Contribution to be fully terminated from the fund. The one (1) month of Earned Contribution due will be calculated by using the highest one (1) month of Earned Contribution dating back to the preceding July 1 multiplied by one (1).

**See Appendix B for example.**

(2.) If the ending audited Net Position of the FUND at the conclusion of the fiscal year ending in this agreement is equal to or greater than twelve percent (12%) of Total

Earned Contribution the MEMBER will be responsible for one (1) month of Earned Contribution to be fully terminated from the FUND. The one (1) month of Earned Contribution due will be calculated by using the highest one (1) month of Earned Contribution dating back to the preceding July 1 multiplied by one (1).

**See Appendix C for example.**

Payment, in accordance with the provisions in Sections 5.6.1. and 5.6.2, is due within sixty (60) days of receiving an invoice from the Trust Administrator and a ten percent (10%) monthly finance charge will be applied to the balance due if payment is not received in that timeframe. After sixty (60) days, the finance charge will be compounded for each additional month the balance is outstanding past the 60 days.

5.7. **Contributions After Termination.** Notice of termination of this Agreement shall not relieve the participating MEMBER of its obligation to pay contributions through the date of termination of the agreement and assessments made against MEMBERS, which occurred during the MEMBER'S participation, nor shall it relieve the participating MEMBER of any continuing obligation assumed through their adoption of the ASB Trust Bylaws. The fund reserves the right to require additional or supplemental contributions, in the form of a member assessment, from each participating MEMBER for any fund year in which the initial contributions are inadequate to pay benefits, costs of operation or other expenses of the program subject unless limited to provisions of the Assessment Memorandum of Understanding entered into in Fiscal Year 2017. Such additional or supplemental contribution may be assessed within the immediate subsequent fund year upon any MEMBER who participated in the fund during the previous such fund year in which there are inadequate contributions, regardless of whether MEMBER is participating in the fund at the time of such member assessment.

In WITNESS WHEREOF, the Superintendent hereby acknowledges participation in the South Dakota School District Benefits Fund as indicated below.

Douglas School District

\_\_\_\_\_  
School Superintendent

\_\_\_\_\_  
Date

I HEREBY CERTIFY that the School Board has, by motion duly passed in open session, authorized the execution of this Participation Agreement on behalf of the District.

\_\_\_\_\_  
Business Manager

\_\_\_\_\_  
Date



## EXHIBIT "A"

### FY26 Health Plan Premium Equivalent Rates

#### Douglas

Billing Unit 060A

Loss Ratio:	100.5%
PPO Increase:	3.00%
HSA Increase:	2.00%

Plan Name:	Plan Design	FY26 Active Rates	FY26 COBRA Rates	FY26 Retiree Rates
<b>Option 1 - \$1,500 PPO PL002179 \$1,500 / \$3,000</b>				
Single		\$745.00	\$759.90	
Employee + 1		\$1,563.00	\$1,594.26	
Employee and Dependents		\$1,414.00	\$1,442.28	
Family		\$1,860.00	\$1,897.20	
<b>Option 2 - \$3,500 PPO PL002182 \$3,500 / \$7,000</b>				
Single		\$695.00	\$708.90	
Employee + 1		\$1,458.00	\$1,487.16	
Employee and Dependents		\$1,320.00	\$1,346.40	
Family		\$1,737.00	\$1,771.74	
<b>Option 3 - \$5,250 HSA PL002185 \$5,250 / \$10,500</b>				
Single		\$594.00	\$605.88	
Employee + 1		\$1,244.00	\$1,268.88	
Employee and Dependents		\$1,126.00	\$1,148.52	
Family		\$1,481.00	\$1,510.62	