Deuel School District #19-4 School Board Meeting Agenda
Monday, June 9, 2025, 6:00 p.m. in Room 311

CALL TO ORDER

ADOPT THE AGENDA

MISSION & VISION STATEMENTS

PUBLIC COMMENT

CONFLICT OF INTEREST DISCLOSURES

CONSENT AGENDA ITEMS
1 – Minutes – Regular Meeting May 12, 2025
2 – May 2025 Payroll

OLD BUSINESS
Gymnastics Co-op
Election
Budget

NEW BUSINESS
Financial Report for the Month Ending May 31, 2025
May 2025 Bills
First Reading – Elementary Handbook
First Reading – MS/HS Handbook
2025-2026 Food Service Prime Vendor – Performance Foodservice
2025-2026 Milk Vendor – Prairie Farms
Policy Updates
Strategic Plan – Growth and Management
Strategic Plan - Communication
Jake Evans Resignation as Assistant Football Coach
Kelsey Hall Resignation as Paraprofessional
Billie Jo Giesel Resignation as MS Track Coach
Special Education Comprehensive Plan
Jon Peterreins, Head Girls Basketball Coach
Hollan Crocker, Title I
Isaac Ronne, Head Boys Basketball Coach
Taylor Krause, Assistant Volleyball Coach
Grace Konechne, C Volleyball Coach
Health Class Waiver
2025 Runoff Ballot – East River At-Large Representative
Transfer $100,000.00 from General Fund to Food Service

REPORTS
Superintendent Schiernbeck
Principal Hahn
Principal Rahlf
Athletic Director Rahlf
Business Manager Schmahl
NESC Representative Gubrud

NEXT MEETING

OTHER BUSINESS – Items not on the agenda may not be voted on at this meeting

ADJOURN

Deuel School District #19-4 School Board Meeting Minutes
Monday, May 12, 2025

The regular meeting of the Deuel School District Board of Education was called to order on Monday, May 12, 2025, at 6:00 p.m. by Chairperson Nielsen. Members present included Danay Nielsen, Wade Gubrud, Leah Schwiesow, Tony Konold and Joel Brandt. Others present included Superintendent Schiernbeck, Principal Hahn, Principal & Athletic Director Rahlf, Business Manager Schmahl, Austin VonEye, Jen VonEye, Caleb Mack and Michelle Gross.

Action 5A-1
Motion by Brandt, seconded by Schwiesow to adopt the agenda with the addition of SDHSAA Amendments 1-5 after SDHSAA Division III Representative. All present voted aye. Motion carried.

The Mission & Vision Statements were read by Austin VonEye.

There was no public comment.

Caleb Mack went through the "Deuel Cardinals" rebranding that they are doing in his multimedia class. Each student created a presentation on their vision of the rebranding.

There were no Conflict-of-Interest Disclosures.

Action 5A-2
Motion by Konold, seconded by Gubrud to approve the consent agenda as follows: Minutes of the Regular Meeting April 14, 2025, Special Meetings on April 21, 2025, and April 23, 2025, and April 2025 Payroll - General Fund $322,329.32, Special Education $82,840.65, Food Service $17,250.09 and Other Enterprise $61.36. All present voted aye. Motion carried.

Discussion was held on the possible gymnastics coop with Deubrook. The board would like parent feedback before making a decision.

Action 5A-3
Motion by Brandt, seconded by Gubrud to approve the financial report for the month ending April 30, 2025. All present voted aye. Motion carried.

	General Fund	Capital Outlay	Special Education	Food Service	Other Enterprise	Trust and Agency	Private Purpose Trust	Total
Balance 4.1.25	1,065,507.75	3,199,220.33	236,525.75	(64,528.42)	14,877.58	210,770.80	68,404.06	4,730,777.85
Receipts:								
Local	142,444.04	128,339.57	76,214.79	19,109.00	550.00	66,016.85	46,570.63	479,244.88
State	141,838.00	-	-	-	-	-	-	141,838.00
Federal	-	-	-	10,027.67	-	-	-	10,027.67
Other	-	-	-	-	-	-	-	-
Total Receipts	284,282.04	128,339.57	76,214.79	29,136.67	550.00	66,016.85	46,570.63	631,110.55
G.L. Entries	-	-	-	-	-	-	-	-
Disbursements:								
Accts. Payable	82,859.95	7,884.11	18,535.35	15,798.72	-	73,937.95	-	199,016.08
Hourly Payroll	69,308.67	-	48,989.48	17,250.09	61.36	-	-	135,609.60
Contracted Payroll	253,020.65	-	33,851.17	-	-	-	-	286,871.82
P-Card	4,346.68	766.73	839.65	28.47	-	1,004.03	-	6,985.56
Flex/HS Deducts	-	-	-	-	-	417.63	-	417.63
Prior Adj	(588.88)	-	419.84	-	-	169.04	-	(0.00)
CO Cert Pmts	-	-	-	-	-	-	-	-
Pre-Paids	52.28	-	-	368.04	-	-	-	420.32
Total Disbursements	408,999.35	8,650.84	102,635.49	33,445.32	61.36	75,528.65	-	629,321.01
Balance 4.30.25	940,790.44	3,318,909.06	210,105.05	(68,837.07)	15,366.22	201,259.00	114,974.69	4,732,567.39

Action 5A-4
Motion by Gubrud, seconded by Brandt to approve payment of the April 2025 bills as presented. All present voted aye. Motion carried.

Action 5A-5
Motion by Brandt, seconded by Schwiesow to proceed with the legal proceedings needed to clarify, verify and thereby resolve all issues regarding the current title to the county fairgrounds and surrounding area. All present voted aye. Motion carried.

Action 5A-6
Motion by Brandt, seconded by Konold to vote for Billy Clanton, Harding County School District, for SDHSAA Small School Board of Education Representative. All present voted aye. Motion carried.

Action 5A-7
Motion by Gubrud, seconded by Konold to vote for Shelby Edwards, Secondary Principal at Groton Area, for SDHSAA East River At-Large Representative. All present voted aye. Motion carried.

Action 5A-8
Motion by Brandt, seconded by Schwiesow to vote for Steve Moore, Sioux Falls Roosevelt High School, for SDHSAA Division I Representative. All present voted aye. Motion carried.

Action 5A-9
Motion by Schwiesow, seconded by Brandt to vote for Jeff Sheehan, Hamlin High School, for SDHSAA Division III Representative. All present voted aye. Motion carried.

Action 5A-10
Motion by Konold, seconded by Schwiesow to vote YES on SDHSAA Amendment No. 1. All present voted aye. Motion carried.

Action 5A-11
Motion by Gubrud, seconded by Brandt to vote YES on SDHSAA Amendment No. 2. All present voted aye. Motion carried.

Action 5A-12
Motion by Schwiesow, seconded by Brandt to vote YES on SDHSAA Amendment No. 3. All present voted aye. Motion carried.

Action 5A-13
Motion by Brandt, seconded by Gubrud to vote YES on SDHSAA Amendment No. 4. All present voted aye. Motion carried.

Action 5A-14
Motion by Konold, seconded by Schwiesow to vote YES on SDHSAA Amendment No. 5. All present voted aye. Motion carried.

Action 5A-15
Motion by Brandt, seconded by Gubrud to approve the contract of Destiny Thomas as a 1st Grade teacher for the 2025-2026 school year at a salary of $46,500.00. All present voted aye. Motion carried.

Action 5A-16
Motion by Konold, seconded by Schwiesow to approve the contract of Krista Schock as a Kindergarten teacher for the 2025-2026 school year at a salary of $50,800.00. All present voted aye. Motion carried.

Action 5A-17
Motion by Brandt, seconded by Schwiesow to approve the contract of Hannah Swenson as the SPED Director for the 2025-2026 school year at a salary of $60,000.00. All present voted aye. Motion carried.

The preliminary budget was presented and discussed.

Superintendent Schiernbeck's report included: CSI - Student Interviews, Strategic Plan, & Surveys; Online Student Registration; Playground update; Focus Group/Academic Meeting April 23rd; Snow Days; Staffing; Workforce Grant; and Capital Outlay.

Principal Hahn's report included: Grading scales; Scholarship and Academic Awards Recap; Teacher Appreciation; Graduation is May 17th - Senior Baskets; 8th Grade Wax Museum; Middle School Awards; Staff Recognition – Emily Brown; Students of the Month: MS: ELA – Kash Hall, Math – Brianna Dailey, Science – Raelee Konold , Social – R.J. Matthies, HS: ELA – Alexis Sodren, Math – Alivia Fieber, Science – Courtney Burns, Social – Nolan Gubrud, Music - Preston Rounds, CTE – Deisha Ross, Honorary CTE – Michelle Gross, Art – Claryssa Hanson; and Cardinal Card Recognition: MS – 1 & HS – 14.

Principal Rahlf's report included: April Student of the Month: K - Orlaya Needham, 1st - Harper Rans, 2nd - Phoenix Warren, 3rd - Ella Greene, 4th - Cameron Warren, 5th - Dalton Kreger; April Cardinal Card Winners: Levi Stonefield, Taytum Pope, Colby Zielske, Raychel Bolden, Lincoln Raml; Staff Recognition: Kara Zaug – 4th grade; 3rd-5th Grade Music and 5th grade band concert will be held on May 13th at 6:30 pm; South Dakota Assessment: Results will be mailed home with end of the year report cards; MAPS Measurement - The Family Reports will be sent home with report cards; Teacher Appreciation; and Field Day – Monday, May 19th w/ 32 HS students volunteering.

Athletic Director Rahlf's report included: Spring Athletic Banquet will be held Tuesday, May 27th starting at 7:30 pm in the Stage Gym; Region track, golf and softball dates and locations:
Last Chance Meet - Track – May 22nd – Sioux Valley - no longer a region track meet, Golf – May 20th – Huron (Broadland Creek), and Softball – May 27th – opponent and location – TBD; and State track, golf and softball dates and locations: Track - May 29th, 30th and 31st – Howard Wood Field – Sioux Falls, Golf – June 2rd and 3th – Girls - Prairie Winds in Watertown - Boys Cattail Crossing - Watertown, Softball – June 5th, 6th and 7th – Players Softball Complex in Aberdeen.

Business Manager Schmahl's report included: School Board Open Positions/Election and Safety Visit.

NESC Representative Gubrud reported on the April 21, 2025, meeting.

Next regular meeting will be June 9, 2025, at 6:00 p.m. in Room 311

Action 5A-18
Motion by Gubrud, seconded by Konold to enter into Executive Session pursuant to SDCL 1-25-2(4) for Negotiations at 8:01 p.m. All present voted aye. Motion carried.

Chairperson Nielsen declared the board out of Executive Session at 9:17 p.m.

Action 5A-19
Motion by Brandt, seconded by Konold to enter into Executive Session pursuant to SDCL 1-25-2(1) for Personnel at 9:18 p.m. All present voted aye. Motion carried.

Chairperson Nielsen declared the board out of Executive Session at 9:30 p.m.

Action 5A-20
Motion by Gubrud, seconded by Konold to adjourn the meeting at 9:31 p.m. All present voted aye. Motion carried.

_____	_____
Ellen Schmahl, Business Manager	Danay Nielsen, Chairperson

May 2025 Payroll

Hourly	General	Spec. Ed.	Food Serv	Other Ent.
OASI	$ 10,165.04	$ 5,732.56	$ 2,261.46	$ -
FIT	$ 2,327.08	$ 953.14	$ 206.58	$ -
INS	$ 6,113.78	$ 10,397.26	$ 2,193.08	$ -
SDRS	$ 4,639.78	$ 4,427.66	$ 1,561.50	$ -
OD	$ 640.55	$ 678.30	$ 200.00	$ -
NET	$ 56,010.70	$ 30,745.45	$ 12,451.43	$ -
TOTAL	$ 79,896.93	$ 52,934.37	$ 18,874.05	$ -
Total Hourly		$ 151,705.35		

Contracted	General	Spec. Ed.	$ -
OASI	$ 30,234.46	$ 3,858.22	$ -
FIT	$ 13,322.01	$ 1,528.97	$ -
INS	$ 29,073.40	$ 5,161.46	$ -
SDRS	$ 24,324.20	$ 3,165.10	$ -
OD	$ 7,929.70	$ 347.37	$ -
NET	$ 150,081.05	$ 19,781.48	$ -
TOTAL	$ 254,964.82	$ 33,842.60	$ -
Total Contracted		$ 288,807.42	
Total Payroll		$ 440,512.77	

Deuel School District # 19-4 2025-2026

	GENERAL FUND	CAPITAL OUTLAY FUND	SPECIAL EDUCATION FUND	FOOD SERVICE FUND	OTHER ENTERPRISE FUND	TOTAL
2025-2026 Revenue						
Local Revenue						
AdValorem Taxes	$ 1,979,908	$ 1,974,303	$ 1,197,847	$ -	$ -	$ 5,152,058
Mobile Home Taxes	8,000	3,000	2,500	-	-	$ 13,500
Prior Year Taxes	5,000	4,000	4,000	-	-	$ 13,000
Tax Deed Revenue	-	-	-	-	-	$ -
Gross Receipts Tax	250,000	-	-	-	-	$ 250,000
Penalties and Interest	4,000	3,000	1,500	-	-	$ 8,500
Driver Education Fees	-	-	-	-	8,000	$ 8,000
Earnings on Investment	35,000	15,000	8,000	-	-	$ 58,000
Concessions	50,000	-	-	-	-	$ 50,000
Activities Revenue	23,100	-	-	-	-	$ 23,100
Annual Sales	1,000	-	-	-	-	$ 1,000
Facility Rent	3,000	-	-	-	-	$ 3,000
Meal and Milk	-	-	-	200,000	-	$ 200,000
Misc. Revenue	7,000	-	-	-	-	$ 7,000
Misc. Grants	-	35,000	-	-	-	$ 35,000
Preschool fees	-	-	-	-	27,000	$ 27,000
Head Start Reimb.	-	-	-	-	-	$ -
Medicaid Reimb.	-	-	2,000	-	-	$ 2,000
Medicaid Admin. Reimb	4,000	-	1,000	-	-	$ 5,000
Total Local Revenue	$ 2,370,008	$ 2,034,303	$ 1,216,847	$ 200,000	$ 35,000	$ 5,856,158
County Revenue						
County Apportionment	$ 28,000	$ -	$ -	$ -	$ -	$ 28,000
PILT Revenue	-	-	-	-	-	$ -
	$ 28,000	$ -	$ -	$ -	$ -	$ 28,000
State Revenue:						
State Aid	$ 1,743,852	$ -	$ -	$ -	$ -	$ 1,743,852
State Apportionment	40,000	-	-	-	-	$ 40,000
Renewable Faclities Tax	681,000	-	-	-	-	$ 681,000
Bank Franchise Tax	25,000	-	-	-	-	$ 25,000
Other State Revenue	-	-	-	-	-	$ -
Total State Revenue	$ 2,489,852	$ -	$ -	$ -	$ -	$ 2,489,852
Federal Revenue:						
Title I	75,000	-	-	-	-	$ 75,000
Title IV-A / REAP	30,000	-	-	-	-	$ 30,000
IDEA Preschool	-	-	-	-	38,000	$ 38,000
Perkins	60,000	-	-	-	-	$ 60,000
Federal Meal Reimb.	-	-	-	86,000	-	$ 86,000
Federal Commodities	-	-	-	20,000	-	$ 20,000
Title II Part A	-	-	-		-	$ -
Total Federal Revenue	$ 165,000	$ -	$ -	$ 106,000	$ 38,000	$ 309,000
Total Revenue	$ 5,052,860	$ 2,034,303	$ 1,216,847	$ 306,000	$ 73,000	$ 8,683,010
Transfers In	135,188	-	-	100,000	35,188	$ 270,376
Balance From (To) Fund Balance	237,294	(578,299)	25,243	-	-	$ (315,762)
TOTAL MEANS OF FINANCE	$ 5,425,342	$ 1,456,004	$ 1,242,090	$ 406,000	$ 108,188	$ 8,637,624

	GENERAL	CAPITAL	SPECIAL	FOOD	OTHER

	FUND	OUTLAY FUND	EDUCATION FUND	SERVICE FUND	ENTERPRISE FUND	TOTAL
2025-2026 Expenditures						
Instruction:						
Elementary	$ 1,035,835	$ 148,500	-	$ -	$ 100,188	$ 1,284,523
Middle School	454,264	26,700	-	-	8,000	$ 488,964
High School	965,875	74,000	-	-	-	$ 1,039,875
Preschool		150	-	-	-	$ 150
Mild to Moderate Disability	-	-	680,750	-	-	$ 680,750
Severe Disability	-	-	168,715	-	-	$ 168,715
SPED Day Programs	-	-	90,500	-	-	$ 90,500
Early Childhood	-	-	31,200	-	-	$ 31,200
Title I	159,010	350		-	-	$ 159,360
Total Instruction	$ 2,614,984	$ 249,700	$ 971,165	$ -	$ 108,188	$ 3,944,037
Support Service:						
Guidance-HS	$ 127,075	$ -	$ -	$ -	$ -	$ 127,075
Guidance-Elem	75,210	-	-	-	-	$ 75,210
Psychological Services	-	-	58,500	-	-	$ 58,500
Speech Services	-	-	75,000	-	-	$ 75,000
Physical Therapy	-	-	18,500	-	-	$ 18,500
Occupational Therapy	-	-	33,000	-	-	$ 33,000
Health Services	15,000	-	-	-	-	$ 15,000
Staff Training	21,410	-	-	-	-	$ 21,410
Library	24,100	6,950	-	-	-	$ 31,050
Technology Coordinator	73,250	21,000	-	-	-	$ 94,250
Board of Education	64,550	-	1,475	-	-	$ 66,025
Executive Administration	175,215	-	-	-	-	$ 175,215
Office of Principals	342,260	-	-	-	-	$ 342,260
SPED Administration	-	-	84,450			$ 84,450
Fiscal Services	185,440	14,000	-	-	-	$ 199,440
Operation of Plant	486,200	195,700	-	-	-	$ 681,900
Maintenance	215,040	-	-	-	-	$ 215,040
Transportation	425,540	150,000	-	-	-	$ 575,540
Food Service	50,000	-	-	406,000	-	$ 456,000
Internal Support Service	23,000	16,000	-	-	-	$ 39,000
Total Support Services	$ 2,303,290	$ 403,650	$ 270,925	$ 406,000	$ -	$ 3,383,865
Non-Programmed Charges						
Lease Payments	$ -	$ -	$ -	$ -	$ -	$ -
Debt Service / Building Procurement	-	617,915	-	-	-	$ 617,915
Total Non-Programmed Charges	$ -	$ 617,915	$ -	$ -	$ -	$ 617,915
Activities:						
Boy's	$ 87,050	$ 24,600	$ -	$ -	$ -	$ 111,650
Girl's	90,000	1,175	-	-	-	$ 91,175
Co-Curricular	163,730	31,276	-	-	-	$ 195,006
Transportation	35,300	-	-	-	-	$ 35,300
Total Activities	$ 376,080	$ 57,051	$ -	$ -	$ -	$ 433,131
Contingency	$ -					$ -
Total All Expenditures	$ 5,294,354	$ 1,328,316	$ 1,242,090	$ 406,000	$ 108,188	$ 8,378,948
Transfers Out	$ 135,188	$ 135,188	$ -	$ -	$ -	$ 270,376
Total Expenditures and Transfers	$ 5,429,542	$ 1,463,504	$ 1,242,090	$ 406,000	$ 108,188	$ 8,649,324

Deuel School District #19-4

2025-2026 Preliminary Budget Summary

Changes

10-1111 – Elementary	Added $400 to Supplies
10-1131 – HS	Added $1,500 to Supplies
10-2529 – Fiscal Services	Added $2,300 to Salaries/Taxes
21-1111 – Elementary	Added $6,000 to Printed Texts
21-1131 – HS	Added $1,500 to Printed Texts

Taxable Valuations

2024 pay 2025 Valuations	
Ag:	$476,149,676
OO:	$213,895,982
Mobile:	$ 1,824,200
Mobile – OO:	$ 2,304,406
Other:	$130,428,721
Utilities:	$ 21,597,466
Total: w/o M or M-OO	$842,071,845

2025 pay 2026 Valuations	
Ag:	$463,842,409*
OO:	$229,415,015
Mobile:	$1,848,937
Mobile – OO:	$2,298,935
Other:	$145,359,394
Utilities:	$
Total: w/o M or M-OO	$838,616,818

*Values provided by Deuel County Auditor
Do not have Hamlin or Grant County Values

General Fund Levies

2023 pay 2024	2024 pay 2025	2025 pay 2026
Ag: $1.320	Ag: $1.197	Ag: $1.125
OO: $2.954	OO: $2.679	OO: $2.518
OTH: $6.113	OTH: $5.544	OTH: $5.211

*Levies provided by the state

General Fund Expenditures $5,429,542

FY26 budget includes $241,494 use of fund balance

Considerations taken:

$4,11,184 Salaries/Extra Curricular Salaries/Taxes/Benefits

$681,000 from Wind Towers utilized (not transferred to Capital)

Revenue sources: $4,996,958

Local/County: $2,398,008

State: $2,489,852

Federal: $165,000

Preliminary Capital Outlay Fund Levies

2024 pay 2025

$1,925,120 ($3,400 per student)

Proposed 2025 pay 2026

$2,023,487 ($3,869 per student x 523 students)

Capital Outlay Expenditures $1,463,504

FY26 budget includes $570,799 contribution to fund balance.

Considerations taken:

$150,000 for school bus

$617,915 for CO certificate repayment

Revenue sources: $2,034,303

Local/County: $2,034,303

Preliminary Special Education Fund Levies

2024 pay 2025

$1,126,797 ($1.3500/$1,000)

Proposed 2025 pay 2026

$1,258,896 ($1.462/$1000)

Max levy

$1.462/$1,000

Special Education Expenditures $1,242,090

FY26 budget includes $25,243 from fund balance

Considerations taken:

Addition of SPED Director

Out of District Placements - Pathways

Revenue sources: $1,216,847

Local/Medicaid: $1,216,847

Food Service Expenditures $406,000

FY26 budget includes $100,000 deficit (transfer from general fund/capital)

Considerations taken:

Climbing prices of produce/products

Revenue sources: $306,000

Local: $200,000

Federal: $106,000

May fluctuate based on federal meal reimbursement rates & if meal rates increase (will not know until the application is completed)

Other Enterprise Expenditures $108,188

FY26 budget includes $35,188 deficit (Preschool)

Considerations taken:

Preschool – budgeted for a 2nd Paraprofessional

Charging for Preschool

Revenue sources: $73,000

Local: $73,000

Questions

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Business Manager
Deuel School District #19-4
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DEUEL SCHOOL DISTRICT 19-4
CASH REPORT

	General Fund	Capital Outlay	Special Education	Food Service	Other Enterprise	Trust and Agency	Private Purpose Trust	Total
Balance 5.1.25	940,790.44	3,318,909.06	210,105.05	(68,837.07)	15,366.22	201,259.00	114,974.69	4,732,567.39
Receipts:								
Local	633,818.84	613,983.57	361,345.52	13,729.41	5,775.00	72,023.42	-	1,700,675.76
State	847,246.26	-	-	-	-	-	-	847,246.26
Federal	-	-	-	9,602.78	-	-	-	9,602.78
Other	-	-	-	-	-	-	-	-
Total Receipts	1,481,065.10	613,983.57	361,345.52	23,332.19	5,775.00	72,023.42	-	2,557,524.80
G.L. Entries	-	-	-	-	-	-	-	-
Disbursements:								
Accts. Payable	58,135.41	3,421.80	18,003.76	18,767.61	-	80,142.32	-	178,470.90
Hourly Payroll	79,896.93	-	52,934.37	18,874.05	-	-	-	151,705.35
Contracted Payroll	254,964.82	-	33,842.60	-	-	-	-	288,807.42
P-Card	5,106.03	552.24	-	-	-	117.77	-	5,776.04
Flex/HS Deducts	-	-	-	-	-	546.31	-	546.31
Prior Adj	-	-	-	-	-	-	-	-
CO Cert Pmts	-	-	-	-	-	-	-	-
Pre-Paids	52.07	-	-	282.42	-	-	-	334.49
Total Disbursements	398,155.26	3,974.04	104,780.73	37,924.08	-	80,806.40	-	625,640.51
Balance 5.31.25	2,023,700.28	3,928,918.59	466,669.84	(83,428.96)	21,141.22	192,476.02	114,974.69	6,664,451.68

	10 GENERAL FUND	21 CAPITAL OUTLAY	22 SPECIAL EDUCATION FUND	41 CAPITAL PROJECTS FUND	51 FOOD SERVICE	53 OTHER ENTERPRISE FUND	Total
Total Assets and Deferred Outflows of Resources							
Current Assets							
101 GF Demand Deposits	25,180.57	185,178.93	0.00	0.00	(34.40)	(15.98)	210,309.12
102 PAYROLL DEPOSITS	(4,334.65)	0.00	(1,123.57)	0.00	0.29	11,386.23	5,928.30
105 POOLED FUND DEPOSITS	2,002,854.36	1,743,739.66	467,793.41	0.00	(83,394.85)	9,770.97	4,140,763.55
106 TIME DEPOSITS	0.00	2,000,000.00	0.00	0.00	0.00	0.00	2,000,000.00
108 GF Advance Payments	5,356.35	0.00	0.00	0.00	0.00	0.00	5,356.35
110 SPED TAXES RECEIVABLE	1,056,604.15	1,138,142.67	636,256.67	0.00	0.00	0.00	2,831,003.49
112 SPED TAXES RECEIVABLE - PRIOR YEARS	24,916.67	13,508.93	6,863.46	0.00	0.00	0.00	45,289.06
120 011 GF Accounts Receivable Regular	1,546.38	0.00	0.00	0.00	0.00	0.00	1,546.38
120 012 GF Accounts Receivable Collections	0.00	0.00	0.00	0.00	0.00	(0.22)	(0.22)
120 ACCOUNTS RECEIVABLE	0.00	0.00	0.00	0.00	7,508.07	0.00	7,508.07
140 GF Due From Federal Govt	(0.11)	0.00	0.00	0.00	0.00	0.00	(0.11)
170 101 SUPPLIES INVENTORY CLEAR LAKE	0.00	0.00	0.00	0.00	167.22	0.00	167.22
171 101 FOOD INVENTORY CLEAR LAKE	0.00	0.00	0.00	0.00	2,301.54	0.00	2,301.54
172 101 COMMODITY INVENTORY CLEAR LAKE	0.00	0.00	0.00	0.00	4,659.97	0.00	4,659.97
196 NET PENSION ASSET	0.00	0.00	0.00	0.00	374.12	41.83	415.95
Current Assets	3,112,123.72	5,080,570.19	1,109,789.97	0.00	(68,418.04)	21,182.83	9,255,248.67
Long-term Assets							
204 EQUIPMENT-LOCAL	0.00	0.00	0.00	0.00	8,064.17	0.00	8,064.17
205 EQUIPMENT-FEDERAL ASSIST.	0.00	0.00	0.00	0.00	290,688.26	0.00	290,688.26
208 ACCUM DEPRECIATION-LOCAL	0.00	0.00	0.00	0.00	(3,519.77)	0.00	(3,519.77)
209 ACCUM DEPR-FEDERAL	0.00	0.00	0.00	0.00	(25,584.26)	0.00	(25,584.26)
Long-term Assets	0.00	0.00	0.00	0.00	269,648.40	0.00	269,648.40
Other Assets							
390 BUDGETED REVENUE	5,221,958.00	2,065,333.00	1,069,058.00	250,000.00	322,000.00	9,000.00	8,937,349.00
392 LESS: REVENUE RECEIVED	(4,507,611.47)	(2,037,434.67)	(928,014.36)	(250,000.00)	(316,039.27)	(9,350.00)	(8,048,449.77)
Other Assets	714,346.53	27,898.33	141,043.64	0.00	5,960.73	(350.00)	888,899.23

	10 GENERAL FUND	21 CAPITAL OUTLAY	22 SPECIAL EDUCATION FUND	41 CAPITAL PROJECTS FUND	51 FOOD SERVICE	53 OTHER ENTERPRISE FUND	Total
Deferred Outflows of Resources							
252 014 PENSION RELATED DEFERRED OUTFLOWS	0.00	0.00	0.00	0.00	4,268.00	0.00	4,268.00
252 PENSION RELATED DEFERRED OUTFLOWS	0.00	0.00	0.00	0.00	32,516.05	3,625.11	36,141.16
Deferred Outflows of Resources	0.00	0.00	0.00	0.00	36,784.05	3,625.11	40,409.16
Total Assets and Deferred Outflows of Resources	3,826,470.25	5,108,468.52	1,250,833.61	0.00	243,975.14	24,457.94	10,454,205.46
Total Liabilities, Deferred Inflows of Resources, and Fund Equity							
Current Liabilities							
402 ACCOUNTS PAYABLE	251.54	0.00	88.20	0.45	0.00	0.00	340.19
404 CONTRACTS PAYABLE	(61,337.52)	0.00	14,916.64	0.00	11,625.47	1,296.00	(33,499.41)
451 FICA PAYABLE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
452 FIT PAYABLE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
453 INSURANCE PAYABLE	993.61	0.00	(0.17)	0.00	(0.32)	0.24	993.36
454 RETIREMENT PAYABLE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
455 OTHER DEDUCTIONS PAYABLE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
456 TSA PAYABLE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
457 BENEFITS PAYABLE	(24,487.92)	0.00	(9,119.60)	0.00	(616.95)	177.42	(34,047.05)
459 MNSIT PAYABLE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
471 DEPOSITS PAYABLE	0.00	0.00	0.00	0.00	12,091.11	0.00	12,091.11
Current Liabilities	(84,580.29)	0.00	5,885.07	0.45	23,099.31	1,473.66	(54,121.80)
Long-term Liabilities							
506 Net OPEB Liability	0.00	0.00	0.00	0.00	15,135.00	0.00	15,135.00
559 OTHER DEFERRED INFLOWS	0.00	0.00	0.00	0.00	3,113.54	0.00	3,113.54
Long-term Liabilities	0.00	0.00	0.00	0.00	18,248.54	0.00	18,248.54
Other Liabilities							
475 Unearned Revenue	0.00	0.00	0.00	0.00	0.00	0.00	0.00
690 BUDGETED EXPENDITURES	5,218,032.00	1,627,596.00	1,096,975.00	250,000.00	400,905.00	11,420.00	8,604,928.00
692 LESS: EXPENDITURES TO DATE	(3,980,190.15)	(1,560,808.91)	(919,664.83)	(182,163.83)	(314,707.08)	(3,498.11)	(6,961,032.91)
Other Liabilities	1,237,841.85	66,787.09	177,310.17	67,836.17	86,197.92	7,921.89	1,643,895.09

	10 GENERAL FUND	21 CAPITAL OUTLAY	22 SPECIAL EDUCATION FUND	41 CAPITAL PROJECTS FUND	51 FOOD SERVICE	53 OTHER ENTERPRISE FUND	Total
Deferred Inflows of Resources							
551 UNAVAILABLE REVENUE-PROPERTY TAXES	1,081,520.82	1,151,651.60	643,120.13	0.00	0.00	0.00	2,876,292.55
554 014 PENSION RELATED DEFERRED INFLOWS	0.00	0.00	0.00	0.00	0.46	0.00	0.46
554 PENSION RELATED DEFERRED INFLOWS	0.00	0.00	0.00	0.00	18,675.48	2,082.48	20,757.96
559 OTHER DEFERRED INFLOWS	0.00	0.00	0.00	0.00	0.00	0.07	0.07
Deferred Inflows of Resources	1,081,520.82	1,151,651.60	643,120.13	0.00	18,675.94	2,082.55	2,897,051.04
Fund Balance							
704 002 FUND BALANCE BUDGETED	3,926.00	437,737.00	(27,917.00)	0.00	(78,905.00)	(2,420.00)	332,421.00
706 TOTAL FIXED ASSETS	0.00	0.00	0.00	0.00	269,907.40	0.00	269,907.40
707 RESTRICTED NET POSITION	0.00	0.00	0.00	0.00	14,215.23	1,585.39	15,800.62
708 008 UNRESTRICTED NET ASSETS	0.00	0.00	0.00	0.00	0.00	4,420.61	4,420.61
708 080 UNRESTRICTED NET ASSETS	0.00	0.00	0.00	0.00	0.00	49,664.14	49,664.14
708 UNRESTRICTED NET ASSETS	0.00	0.00	0.00	0.00	(107,464.20)	(40,270.30)	(147,734.50)
722 005 FUND BALANCE UNDESIGNATED	0.00	0.00	0.00	869,068.00	0.00	0.00	869,068.00
722 Capital Projects Fund Balance	0.00	0.00	0.00	(836,865.00)	0.00	0.00	(836,865.00)
723 RESTRICTED-CAPITAL OUTLAY	0.00	3,452,292.83	0.00	0.00	0.00	0.00	3,452,292.83
724 RESTRICTED-SPEC. ED.	0.00	0.00	452,435.24	0.00	0.00	0.00	452,435.24
749 920 RESTRICTED-PERKINS	4,192.00	0.00	0.00	0.00	0.00	0.00	4,192.00
753 ASSIGNED-UNEMPLOYMENT	17,707.00	0.00	0.00	0.00	0.00	0.00	17,707.00
760 UNASSIGNED -GENERAL FUND	1,565,862.87	0.00	0.00	(100,039.62)	0.00	0.00	1,465,823.25
Fund Balance	1,591,687.87	3,890,029.83	424,518.24	(67,836.62)	97,753.43	12,979.84	5,949,132.59
Total Liabilities, Deferred Inflows of Resources, and Fund Equity	3,826,470.25	5,108,468.52	1,250,833.61	0.00	243,975.14	24,457.94	10,454,205.46

Fund: 60 TRUST AND CUSTODIAL

Chart of Account Number	Chart of Account Description	Beginning Balance	Expenses	Revenues	Balance Change	Balance
60 759 804	CLASS OF 2022	(183.91)	0.00	0.00	0.00	(183.91)
60 759 807	FFA	1,790.40	87.32	0.00	0.00	1,703.08
60 759 808	HS STUDENT COUNCIL	9,578.90	83.41	38.85	0.00	9,534.34
60 759 809	NATIONAL HONOR SOCIETY	1,192.38	0.00	0.00	0.00	1,192.38
60 759 810	KEY CLUB	5,101.88	612.59	15.00	0.00	4,504.29
60 759 811	CLEARING ACCOUNT	5,142.72	2,018.75	3,780.51	0.00	6,904.48
60 759 812	ACTIVITY TICKETS	4,151.75	0.00	0.00	0.00	4,151.75
60 759 813	IMPREST FUND	(5,349.96)	16,376.68	11,573.01	0.00	(10,153.63)
60 759 819	BAND	5,912.53	0.00	0.00	0.00	5,912.53
60 759 822	MENTORSHIP PROGRAM	2,402.84	0.00	0.00	0.00	2,402.84
60 759 823	VOCAL	1,638.46	0.00	0.00	0.00	1,638.46
60 759 825	CHEERLEADERS	1,950.02	504.00	0.00	0.00	1,446.02
60 759 829	LAPTOP DEPOSIT	15,963.29	0.00	498.00	0.00	16,461.29
60 759 831	RACHELS CHALLENGE	4,914.70	0.00	0.00	0.00	4,914.70
60 759 834	Oral Interp	400.00	0.00	0.00	0.00	400.00
60 759 835	BAND TRIP FUND	3,179.94	0.00	0.00	0.00	3,179.94
60 759 836	YEARBOOK STAFF	1,827.34	0.00	0.00	0.00	1,827.34
60 759 837	GYMNASTICS CLUB	68.77	0.00	0.00	0.00	68.77
60 759 838	ART CLUB	1,751.29	0.00	0.00	0.00	1,751.29
60 759 839	SOFTBALL	3,997.10	0.00	189.39	0.00	4,186.49
60 759 840	MEDICAL TRUST	12,477.02	56,637.05	53,006.37	0.00	8,846.34
60 759 853	Play Donation	1,400.00	0.00	0.00	0.00	1,400.00
60 759 854	Deuel Drama Club	29.70	0.00	0.00	0.00	29.70
60 759 855	SPECIAL OLYMPICS	4,632.60	0.00	0.00	0.00	4,632.60
60 759 861	MS STUDENT COUNCIL	3,789.66	480.00	716.00	0.00	4,025.66
60 759 863	BOX TOPS	4,903.39	1,382.84	190.80	0.00	3,711.35
60 759 864	Class Composites Project	244.48	0.00	0.00	0.00	244.48
60 759 865	CARDNIAL CARDS	259.83	0.00	0.00	0.00	259.83
60 759 868	PLAYGROUND CLEARING	514.97	0.00	0.00	0.00	514.97
60 759 869	DISTRICT/REGIONAL EVENT	(1,304.49)	391.00	1,141.19	0.00	(554.30)
60 759 870	STUDENT ASSISTANCE	5,260.36	0.00	0.00	0.00	5,260.36
60 759 875	PRESCHOOL PARENTS	1,559.25	0.00	0.00	0.00	1,559.25
60 759 876	SCOREBOARD ADS	90,500.00	0.00	0.00	0.00	90,500.00
60 759 885	ENGRAVER-RESALE	1,018.61	0.00	0.00	0.00	1,018.61
60 759 886	MULTI MEDIA ADS	3,205.10	0.00	0.00	0.00	3,205.10
60 759 901	SPECIAL DONATIONS	4,100.00	0.00	0.00	0.00	4,100.00
60 759 902	GOLF	3,865.72	0.00	0.00	0.00	3,865.72
60 759 903	EDUCATORS RISING	100.00	0.00	0.00	0.00	100.00

Fund: 60 TRUST AND CUSTODIAL

Chart of Account Number	Chart of Account Description	Beginning Balance	Expenses	Revenues	Balance Change	Balance
60 759 904	ESports	1,075.12	0.00	0.00	0.00	1,075.12
60 759 910	SECT. 125 REIMB.	4,555.54	546.31	874.30	0.00	4,883.53
60 759 912	HOSA	1,127.94	975.00	0.00	0.00	152.94
60 759 920	DEWAL PERKINS	(5,765.80)	0.00	0.00	0.00	(5,765.80)
60 759 923	Class of 2023	133.43	0.00	0.00	0.00	133.43
60 759 924	Class of 2024	412.56	0.00	0.00	0.00	412.56
60 759 925	Class of 2025	553.81	0.00	0.00	0.00	553.81
60 759 926	Class of 2026	363.37	72.45	0.00	0.00	290.92
60 759 927	CLASS OF 2027	0.00	639.00	0.00	0.00	(639.00)
	Fund Total: 60	204,442.61	80,806.40	72,023.42	0.00	195,659.63

Vendor	Description	Invoice Amount
Fund: 10 GENERAL FUND		
A&B PURE WATER	SUPPLIES	172.50
A-OX WELDING SUPPLY CO. INC	SUPPLIES	115.93
B & W LAWN SERVICES	PURCHASED SERVICES	250.00
BEST WESTERN-RAMKOTA HOTEL - RC	TRAVEL	3,104.00
BJERKE SANITATION	GARBAGE REMOVAL	450.00
CHURCHILL, MANOLIS, FREEMAN, KLUDT, SHELTON & BURNS LLP	PURCHASED SERVICES	1,160.40
CITY OF CLEAR LAKE	WATER & SEWER	1,343.58
CLEAR LAKE BUILDING CENTER	SUPPLIES	714.63
CLEAR LAKE COURIER	ADVERTISING	929.76
College Board	PURCHASED SERVICES	130.00
COWBOY COUNTRY STORES	FUEL	157.01
DAKOTA SPORTS INC	SUPPLIES	648.90
DCN INSURANCE AGENCY	INSURANCE	175.00
DEUBROOK AREA SCHOOL	PERKINS - DEUBROOK	2,051.82
DEUEL BOOSTER CLUB	CONCESSIONS	10,512.14
DEUEL COUNTY CENEX	FUEL & SUPPLIES	4,408.18
DEUEL SCHOOL - TRUST & CUSTODIAL	IMPREST FUND REIMBURSEMENT	15,995.01
FLORAL & FINDS	SUPPLIES	557.55
HAMPTON INN & SUITES - SIOUX FALLS (AVERA DRIVE)	TRAVEL	2,980.00
HILLYARD/SIOUX FALLS	SUPPLIES, REPAIRS & MAINTENANCE	5,289.90
ITC	COMMUNICATIONS	648.09
MAYNARDS	SUPPLIES	455.63
NORTHEAST EDUC'L SERVICES COOP	CO-OP SERVICES	25.33
NORTHWESTERN	NATURAL GAS	551.55
OTTER TAIL POWER COMPANY	ELECTRICITY	16,224.19
PEPSI-COLA	CONCESSIONS	13.97
SDHSAA	SUPPLIES	72.00
STAPLES	SUPPLIES	306.60
TITAN MACHINERY	REPAIRS & MAINTENANCE	1,256.43

Vendor	Description	Invoice Amount
USPS	POSTAGE	266.00
	Fund Total:	**70,966.10**
Fund: 21 CAPITAL OUTLAY		
A&B BUSINESS SOLUTIONS	COPIER CONTRACT	1,177.67
ANDOR, INC	EQUIPMENT	1,370.00
STERLING COMPUTERS	COMPUTER EQUIPMENT & SOFTWARE	29,162.80
ULINE	EQUIPMENT	1,484.41
	Fund Total:	**33,194.88**
Fund: 22 SPECIAL EDUCATION FUND		
DEUEL SCHOOL - TRUST & CUSTODIAL	IMPREST FUND REIMBURSEMENT	42.72
NORTHEAST EDUC'L SERVICES COOP	CO-OP SERVICES	17,491.96
SASD	DUES & FEES	430.00
	Fund Total:	**17,964.68**
Fund: 51 FOOD SERVICE		
Brandon Valley School District 49-2	PURCHASED SERVICES	5,000.00
DEUEL SCHOOL - TRUST & CUSTODIAL	IMPREST FUND REIMBURSEMENT	63.95
EAST SIDE JERSEY DAIRY, INC	MILK	1,347.53
MAYNARDS	GROCERIES	1,517.17
Performance Foodservice	GROCERIES & SUPPLIES	1,145.94
	Fund Total:	**9,074.59**
Fund: 53 OTHER ENTERPRISE FUND		
DEUEL SCHOOL - TRUST & CUSTODIAL	IMPREST FUND REIMBURSEMENT	275.00
	Fund Total:	**275.00**
	Checking Account Total:	**131,475.25**

Checking Account: 1 1

Check Number: 44556 Check Type: Check Check Date: 06/09/2025 Vendor: DEUEL8 DEUEL SCHOOL - TRUST & CUSTODIAL Check Total: 8,887.31

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
36269	05/02/2025		3RD GR FIELD TRIP	10 1111 000 411	143.47
36270	05/02/2025		REGION ORAL INTERP	10 6921 000 319	361.02
36271	05/02/2025		SB OFFICIAL	10 6250 000 319	165.34
36272	05/02/2025		REIMB FOR CREDITS	10 2219 000 290	100.00
36273	05/02/2025		SB OFFICIAL	10 6250 000 319	268.64
36274	05/06/2025		SB OFFICIAL	10 6250 000 319	165.34
36276	05/06/2025		TRACK ENTRY FEE	10 6911 000 319	225.00
36277	05/06/2025		MENTOR KICKOFF MEAL	10 1131 000 334	69.15
36278	05/06/2025		MENTOR KICKOFF MEAL	10 1131 000 334	46.49
36280	05/06/2025		SB OFFICIAL	10 6250 000 319	254.62
36281	05/07/2025		MS BAND CONTEST	10 6930 000 319	75.00
36284	05/07/2025		LIBRARY BEAN BAG REPAIR	10 2222 000 319	40.00
36285	05/07/2025		TEACHER APPRECIATION DRINKS	10 2321 000 411	399.00
36286	05/08/2025		2ND GR FIELD TRIP	10 1111 000 411	559.46
36287	05/08/2025		GOLF ENTRY	10 6912 000 319	80.00
36297	05/13/2025		CAREER COUNSELING	10 2129 113 411	170.77
36298	05/13/2025		ORAL INTERP	10 6921 000 319	59.98
36299	05/13/2025		SHARE OF REGION GYM EXPENSE	10 6220 000 319	330.65
36300	05/13/2025		SB OFFICIAL	10 6250 000 319	176.90
36301	05/13/2025		SB OFFICIAL	10 6250 000 319	166.18
36302	05/13/2025		FIELD TRIP	10 1111 000 411	662.53
36303	05/13/2025		LCC MEAL REIMB	10 2321 000 334	29.01
36304	05/15/2025		CL CHAMBER OF COMMERCE	10 2219 000 319	115.00
36305	05/15/2025		SB OFFICIAL	10 6250 000 319	143.30
36306	05/15/2025		SB OFFICIAL	10 6250 000 319	254.62
36308	05/15/2025		CLASSROOM SUPPLIES	10 1111 000 411	132.52
36309	05/15/2025		ICE CREAM ON FIELD TRIP	10 1111 000 411	221.80
36310	05/15/2025		SENIOR LUNCH REFUND DAMON	51 1610 000	19.75
36310	05/15/2025		SENIOR LUNCH REFUND SEAN	51 1610 000	17.75
36310	05/15/2025		SENIOR LUNCH REFUND NATALIE	51 1610 000	26.45
36311	05/15/2025		MILEAGE	10 6911 000 334	255.94
36312	05/22/2025		DRIVERS ED REFUND	53 1316 080	275.00
36314	05/22/2025		2025 TRACK RUNNING FAT SYSTEM	10 6911 000 319	2,200.00
36315	05/22/2025		SUPPLIES	22 1222 000 411	42.72
36316	05/22/2025		TPT	10 1111 000 411	70.89
36317	05/22/2025		CLASSROOM SUPPLIES	10 1111 000 411	134.29
36317	05/22/2025		SCIENCE SUPPLIES	10 1111 000 411	111.48
36318	05/22/2025		FINGERPRINTS	10 2319 000 319	43.25
36319	05/22/2025		HS GOLF ENTRY FEE	10 6912 000 319	60.00

Checking Account: 1 1

36320	05/22/2025	REGION GOLF ENTRY FEE	10 6912 000 319	112.00
36321	05/22/2025	END OF SCHOOL YEAR ICE CREAM TREATS MS	10 1111 000 411	102.00

Check Number: 44557 Check Type: Check Check Date: 06/09/2025 Vendor: DEUEL8 DEUEL SCHOOL - TRUST & CUSTODIAL Check Total: 7,489.37

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
36324	05/27/2025		STATE TRACK MEALS	10 6911 000 334	2,290.00
36325	05/27/2025		SB OFFICIAL	10 6250 000 319	166.18
36326	05/27/2025		SB OFFICIAL	10 6250 000 319	166.18
36327	05/27/2025		SB OFFICIAL	10 6250 000 319	166.18
36328	05/27/2025		SB OFFICIAL	10 6250 000 319	176.90
36329	05/27/2025		MUSIC	10 1131 091 424	114.52
36335	05/27/2025		SUPPLIES	10 1111 000 411	178.40
36336	05/28/2025		SUPPLIES	10 1111 000 411	97.27
36337	05/28/2025		BREAKFAST FOR DRIVERS	10 2559 000 411	36.87
36338	05/28/2025		MILEAGE - GOLF SPOTTER	10 6912 000 334	134.00
36339	05/28/2025		CLASSROOM SUPPLIES	10 1121 020 411	58.22
36339	05/28/2025		CONTINUING ED CREDITS	10 2219 000 290	60.00
36341	05/28/2025		CONTINUEING ED CREDITS - NEW CLASS	10 2219 000 290	618.20
36342	05/28/2025		CONTINUEING ED CREDITS	10 2219 000 290	135.00
36344	05/28/2025		YEARS OF SERVICES	10 2219 000 319	10.00
36346	05/29/2025		STATE GOLF MEALS	10 6912 000 334	548.00
36347	05/29/2025		STATE GOLF PRACTICE	10 6912 000 319	150.00
36348	05/29/2025		STATE GOLF PRACTICE	10 6912 000 319	45.00
36349	05/29/2025		STATE SB MEALS	10 6250 000 334	1,958.00
36350	05/29/2025		KG FIELD TRIP	10 1111 000 411	380.45

*Denotes Expensed Invoice Item Checking Account ID: 1 Total without Voids: 16,376.68

2024-2025 Expenditures & Revenue				
10 - General Fund				
	Budget	Expenditures to Date	% of Budget	Balance at EOM
July	$ 5,218,032.00	$ 145,686.08	2.98%	$ 5,072,345.92
August	$ 5,218,032.00	$ 296,536.36	8.67%	$ 4,775,809.56
September	$ 5,218,032.00	$ 815,315.09	15.82%	$ 4,402,716.91
October	$ 5,218,032.00	$ 1,201,497.17	23.24%	$ 4,016,534.83
November	$ 5,218,032.00	$ 1,617,970.72	31.33%	$ 3,600,061.28
December	$ 5,218,032.00	$ 1,996,814.60	38.64%	$ 3,221,217.40
January	$ 5,218,032.00	$ 2,394,869.30	46.07%	$ 2,823,162.70
February	$ 5,218,032.00	$ 2,800,879.55	53.88%	$ 2,417,152.45
March	$ 5,218,032.00	$ 3,176,253.56	61.02%	$ 2,041,778.44
April	$ 5,218,032.00	$ 3,259,113.51	62.68%	$ 1,958,918.49
May	$ 5,218,032.00	$ 3,980,190.15	76.42%	$ 1,237,841.85
June	$ 5,218,032.00			
	Budget	Revenue to Date	% of Budget	Budget Balance
July	$ 5,221,958.00	$ 163,500.13	3.13%	$ 5,058,457.87
August	$ 5,221,958.00	$ 341,322.55	6.54%	$ 4,880,635.45
September	$ 5,221,958.00	$ 530,369.46	10.16%	$ 4,691,588.54
October	$ 5,221,958.00	$ 764,981.74	14.65%	$ 4,456,976.26
November	$ 5,221,958.00	$ 1,518,842.65	29.09%	$ 3,703,115.35
December	$ 5,221,958.00	$ 1,896,257.11	36.31%	$ 3,325,700.89
January	$ 5,221,958.00	$ 2,092,934.00	40.08%	$ 3,129,024.00
February	$ 5,221,958.00	$ 2,477,495.70	47.44%	$ 2,744,462.30
March	$ 5,221,958.00	$ 2,745,482.35	52.58%	$ 2,476,475.65
April	$ 5,221,958.00	$ 3,029,876.37	58.02%	$ 2,192,081.63
May	$ 5,221,958.00	$ 4,507,611.47	86.32%	$ 714,346.53
June	$ 5,221,958.00			

2024-2025 Expenditures & Revenue				
21 - Capital Outlay				
	Budget	Expenditures to Date	% of Budget	Balance at EOM
July	$ 1,627,596.00	$ 890,218.65	63.62%	$ 737,377.35
August	$ 1,627,596.00	$ 1,047,778.06	73.55%	$ 579,817.94
September	$ 1,627,596.00	$ 1,174,980.58	82.12%	$ 452,615.42
October	$ 1,627,596.00	$ 1,329,318.31	83.77%	$ 298,277.69
November	$ 1,627,596.00	$ 1,339,124.93	84.49%	$ 288,471.07
December	$ 1,627,596.00	$ 1,439,644.73	90.67%	$ 187,951.27
January	$ 1,627,596.00	$ 1,536,392.77	96.04%	$ 91,203.23
February	$ 1,627,596.00	$ 1,543,808.66	96.49%	$ 83,787.34
March	$ 1,627,596.00	$ 1,548,184.03	96.76%	$ 79,411.97
April	$ 1,627,596.00	$ 1,556,068.14	97.32%	$ 70,761.13
May	$ 1,627,596.00	$ 1,560,808.91	97.57%	$ 66,787.09
June	$ 1,627,596.00			
	Budget	Revenue to Date	% of Budget	Budget Balance
July	$ 2,065,333.00	$ 21,794.25	1.06%	$ 2,043,538.75
August	$ 2,065,333.00	$ 34,760.08	1.68%	$ 2,030,572.92
September	$ 2,065,333.00	$ 62,149.47	3.01%	$ 2,003,183.53
October	$ 2,065,333.00	$ 154,549.92	7.48%	$ 1,910,783.08
November	$ 2,065,333.00	$ 866,448.04	42.92%	$ 1,178,884.96
December	$ 2,065,333.00	$ 1,029,572.27	49.85%	$ 1,035,760.73
January	$ 2,065,333.00	$ 1,049,972.51	50.84%	$ 1,015,360.49
February	$ 2,065,333.00	$ 1,265,135.95	61.26%	$ 800,197.05
March	$ 2,065,333.00	$ 1,295,111.53	62.71%	$ 770,221.47
April	$ 2,065,333.00	$ 1,423,451.10	68.92%	$ 641,881.90
May	$ 2,065,333.00	$ 2,037,434.67	98.65%	$ 27,898.33
June	$ 2,065,333.00			

2024-2025 Expenditures & Revenue				
22- SPED				
	Budget	Expenditures to Date	% of Budget	Balance at EOM
July	$ 1,096,975.00	$ 9,627.16	0.92%	$ 1,087,347.84
August	$ 1,096,975.00	$ 29,355.32	3.60%	$ 1,057,992.52
September	$ 1,096,975.00	$ 121,309.61	11.10%	$ 975,665.39
October	$ 1,096,975.00	$ 215,070.06	19.65%	$ 881,904.94
November	$ 1,096,975.00	$ 319,689.91	29.19%	$ 777,285.09
December	$ 1,096,975.00	$ 422,900.28	38.60%	$ 674,074.72
January	$ 1,096,975.00	$ 514,064.23	46.92%	$ 582,910.77
February	$ 1,096,975.00	$ 612,863.38	55.90%	$ 484,111.62
March	$ 1,096,975.00	$ 712,248.61	64.95%	$ 384,726.39
April	$ 1,096,975.00	$ 730,783.96	66.67%	$ 366,191.04
May	$ 1,096,975.00	$ 919,664.83	83.85%	$ 177,310.17
June	$ 1,096,975.00			
	Budget	Revenue to Date	% of Budget	Budget Balance
July	$ 1,069,058.00	$ 8,114.97	0.76%	$ 1,060,943.03
August	$ 1,069,058.00	$ 12,118.50	1.13%	$ 1,056,939.50
September	$ 1,069,058.00	$ 22,828.02	2.14%	$ 1,046,229.98
October	$ 1,069,058.00	$ 42,729.81	4.00%	$ 1,026,328.19
November	$ 1,069,058.00	$ 334,984.59	31.33%	$ 734,073.41
December	$ 1,069,058.00	$ 406,518.15	38.03%	$ 662,539.85
January	$ 1,069,058.00	$ 418,574.54	39.15%	$ 650,483.46
February	$ 1,069,058.00	$ 450,802.23	42.17%	$ 618,255.77
March	$ 1,069,058.00	$ 490,454.05	45.88%	$ 578,603.95
April	$ 1,069,058.00	$ 566,668.84	53.01%	$ 502,389.16
May	$ 1,069,058.00	$ 928,014.36	86.81%	$ 141,043.64
June	$ 1,069,058.00			

2024-2025 Expenditures & Revenue				
51 - Food Service				
	Budget	Expenditures to Date	% of Budget	Balance at EOM
July	$ 400,905.00	$ 1,227.66	0.44%	$ 399,677.34
August	$ 400,905.00	$ 9,789.37	2.58%	$ 391,115.63
September	$ 400,905.00	$ 28,583.54	9.71%	$ 362,532.09
October	$ 400,905.00	$ 39,629.13	19.63%	$ 322,902.96
November	$ 400,905.00	$ 116,714.94	29.30%	$ 284,190.06
December	$ 400,905.00	$ 148,866.40	37.32%	$ 252,038.60
January	$ 400,905.00	$ 180,286.73	45.16%	$ 220,618.27
February	$ 400,905.00	$ 211,315.50	52.88%	$ 189,589.50
March	$ 400,905.00	$ 243,387.19	60.84%	$ 157,517.81
April	$ 400,905.00	$ 259,185.91	64.77%	$ 141,719.09
May	$ 400,905.00	$ 314,707.08	78.60%	$ 86,197.92
June	$ 400,905.00			
	Budget	Revenue to Date	% of Budget	Budget Balance
July	$ 322,000.00	$ 4,231.00	1.31%	$ 317,769.00
August	$ 322,000.00	$ 33,280.34	10.34%	$ 288,719.66
September	$ 322,000.00	$ 53,026.73	16.47%	$ 268,973.27
October	$ 322,000.00	$ 84,265.17	26.17%	$ 237,734.83
November	$ 322,000.00	$ 127,877.38	39.71%	$ 194,122.62
December	$ 322,000.00	$ 143,791.93	44.66%	$ 178,208.07
January	$ 322,000.00	$ 180,630.66	56.10%	$ 141,369.34
February	$ 322,000.00	$ 235,291.36	73.07%	$ 86,708.64
March	$ 322,000.00	$ 263,619.92	81.87%	$ 58,380.08
April	$ 322,000.00	$ 292,756.59	90.92%	$ 29,243.41
May	$ 322,000.00	$ 316,039.27	98.15%	$ 5,960.73
June	$ 322,000.00			

DEUEL SCHOOL DISTRICT #19-4 ELEMENTARY SCHOOL PARENT/STUDENT HANDBOOK

2025-2026

Clear Lake, South Dakota

Deuel School District
P.O. Box 770
410 5th St. W.
Clear Lake, SD 57226
Phone – 605-874-2161
Fax – 605-874-8585

Chad Schiernbeck, Superintendent
Chad.Schiernbeck@k12.sd.us

Katie Hahn, Middle School/High School Principal
Katie.Hahn@k12.sd.us

Todd Rahlf, Elementary Principal and
Athletic Director
Todd.Rahlf@k12.sd.us

Ellen Schmahl, Business Manager
Ellen.Schmahl@k12.sd.us

Nikki Berge, Assistant Business Manager
Ellen.Schmahl@k12.sd.us

Mission Statement:

Empower students to become independent learners, personally accountable, and responsible citizens.

Belief Statement:

Deuel School District Believes:

Everyone in the community contributes to the education of the children in our schools.

Therefore, we are committed to:

*** Personal responsibility and accountability.**

*** Respecting others and maintaining an open line of communication in the district.**

*** Providing opportunities and resources for individual success.**

*** Maintaining and communicating high academic and professional standards and expectations.**

ANNUAL NONDISCRIMINATION NOTIFICATION:

Deuel School District 19-4 Annual Public Notice Career and Technical Education

Deuel Schools Department of Career and Technical Education offers a variety of career and technical programs to all students at the middle school and high school levels. The program areas include the following.

- *Ag Food and Natural Resources*
- *Architecture and Construction*
- *Business, Management and Operation*
- *Information Technology*

Tech Prep opportunities are also available for students who are entering the workforce and/or post-secondary education through an articulation agreement with Lake Area Technical Institute. For more information about Career and Technical Education, call (605)874-2161.

The Deuel School District does not discriminate on the basis of race, color, national origin, sex, disability, or age in its programs and activities and provides equal access to the Boys Scouts and other designated youth groups. The following person has been designated to handle inquiries regarding the non-discrimination policies:

504 Coordinator-~~Chad Schiernbeck~~ Hannah Swenson
PO Box 770, Clear Lake SD 57226
605-874-2161

Title IX Coordinator-Katie Hahn
PO Box 770, Clear Lake SD 57226
605-874-2161

South Dakota Regional US Office for Civil Rights:

Office for Civil Rights
U.S. Department of Education
One Petticoat Lane
1010 Walnut Street, 3rd floor, Suite 320
Kansas City, MO 64106

Telephone: 816-268-0550
FAX: 816-268-0599; TDD: 800-877-8339
Email: OCR.KansasCity@ed.gov

Dear Parents and Students,

We welcome you to Deuel Elementary for the 2025-2026 school year. ~~Our wish is that we all share a year of outstanding successes and that we might work together to provide a quality educational environment.~~

~~It is our desire that each student avail himself/herself of all possible opportunities for personal growth and fulfillment.~~

~~It is your responsibility to become familiar with the material in this handbook. Have a great year.~~

I am honored to be a part of this school community, and I am really excited for the opportunities that this year will bring our students. On behalf of the Deuel School District, I want to wish everyone a year of outstanding success and look forward to working together to provide a safe and quality educational environment for all. Deuel School District wishes that we all share a year of outstanding successes and that we might work together to provide a safe and quality educational environment for all.

I firmly believe that every student that enters our school is unique and important, and it is my desire that each student avail himself/herself of all possible opportunities for personal growth and fulfillment.

It is your responsibility to become familiar with the material in this handbook. Please reach out if you have any questions as you look through it!
Let's have a great year!

Mr. Todd Rahlf
Elementary Principal

ELEMENTARY TEACHING STAFF

Preschool	Eda Timmons - Eda.Timmons@k12.sd.us
Junior Kindergarten	Jennifer VonEye – Jennifer.VonEye@k12.sd.us
Kindergarten	Krista Schock - krista.schock@k12.sd.us
Kindergarten	Elizabeth DeBoer - Elizabeth.Deboer@k12.sd.us
1st Grade	Destiny Thomas – Destiny.Thomas@k12.sd.us
1st Grade	Lynn Kindopp – Lynn.Kindopp@k12.sd.us
2nd Grade	Danielle Schiernbeck – Danielle.Schiernbeck@k12.sd.us
2nd Grade	Lynn Stoltenburg – Lynn.Stoltenburg@k12.sd.us
3rd Grade	Shayla Engen – Shayla.Engen@k12.sd.us
3rd Grade	Sarah Hagberg – Sarah.Hagberg@k12.sd.us
4th Grade	Jayda Templeton - Jayda.Templeton@k12.sd.us
4th Grade	Kara Zaug – Kara.Zaug@k12.sd.us
5th Grade	Bonnie TeKrony – Bonnie.TeKrony@k12.sd.us
5th Grade	Jon Peterreins - Jonathen.Peterreins@k12.sd.us
Special Education	Lindsy Gratz - Lindsy.Gratz@k12.sd.us
Special Education	Rhonda Young - Rhonda.Young@k12.sd.us
Special Education	Hannah Lunden – Hannah.Lunden@k12.sd.us
Special Education	Jodi Ysbrand – Jodi.Ysbrand@k12.sd.us
Special Education Director/504 Coordinator	Hannah Swenson – Hannah.Swenson@k12.sd.us
Art	Brooke Hockett - Brooke.Hockett@k12.sd.us
Music	Doug Dyk – Doug.Dyk@k12.sd.us
Physical Education	Lynn Gudmundson - Lynn.Gudmundson@k12.sd.us
Physical Education	Kris Ulmer - Kristopher.Ulmer@k12.sd.us
5th Grade Band	Ginger Lodmell-TeKrony - Email TBD
Technology Director	Mike Gohring - Michael.Gohring@k12.sd.us
Guidance	Jessica Folk – Jessica.Folk@k12.sd.us
MS/HS Guidance	Amanda Hillesheim - Amanda.Hillesheim@k12.sd.us

ELEMENTARY STUDENT HANDBOOK

GRADES PK – 5

PURPOSE

The primary objective of this handbook is to help students and parents develop positive attitudes toward the school as well as to provide information in a clear, concise manner ~~for students and parents~~. It is not intended to be a comprehensive set of rules for every situation and in no way restricts the faculty and the administration.

SCHOOL DAY

The school day begins at 8:10 a.m. and ends at 3:40 p.m. Breakfast will be served starting at 7:45 a.m. Students arriving to school before 8:00 a.m. must enter the north gymnasium door and must remain in the designated area until 8:00am. Students that are absent for more than one (1) hour will be counted absent for ½ day. Tardies will be handled on a case-by-case basis. If necessary, parents will be notified.

DELIVERIES DURING THE SCHOOL DAY

Please note that anything delivered by outside businesses to the school during the school day (flowers, etc.) will stay in the school office until the end of the day. Please refrain from sending flowers, etc. to students while at school.

MORNING DROP OFF AND AFTER SCHOOL PICK UP

Morning Vehicle Drop off will be on the north side of the school at the gym entrance (old bus drop). Please travel eastbound and pull to the curb to drop off your child. Do not drop kids from the west bound lane to avoid students crossing traffic. The gym doors will open at 7:45

After School Vehicle Pick Up will be on the west side of the school (old bus pickup). Please pull along the curb in a northbound position. We will have this entire curb to the north road, so please utilize this space without double parking. This should be a continual flow of traffic. Younger students will be the first ones out for the day. Upper elementary and MS students will be the final groups out. If you are in the front and waiting on students, please pull around the block and get back in line.

School Bus drop off and pickup: will be held in the semi-circle outside of the ~~new~~ south entrance (lunchroom entrance).

BIRTH CERTIFICATES:

The State Law requires that every child who enters a school for the first time must present a certified copy of his/her birth certificate. The 1988 legislature passed Senate Bill 2 which requires a certified copy of a birth certificate for the initial enrollment or excuse from school.

EXTRA-HELP FRIDAYS (Elementary)

The Deuel School District will hold extra-help sessions on Fridays from 10am-12pm in which regular school classes are not in session. The extra-help sessions are designed to help students gain success in academic programs and have an opportunity to have 1 to 1 time or small group time with classroom instructors. The elementary teachers will identify students that would benefit from spending some extra work time on Fridays. Teachers will notify the parents in a timely manner, to check to see if they can attend. The district strongly encourages taking full advantage of this service if a child is identified. Parents may contact the teachers to inquire if this opportunity is appropriate for their child.

POSITIVE PLAYGROUND RULES

The Deuel Elementary grades will be implementing a positive behavior program. It is our hope to recognize the students for their positive accomplishments and behavior. Students who feel good about themselves will learn more, will treat others appropriately, and will display responsible behavior. Positive student behavior needs to be recognized. These students will be recognized for their positive behavior by verbal praises and encouragement, positive notes, periodic class privileges, etc. The emphasis of the student behavior program is recognition of positive behavior. It is our hope that the behavior program will provide for efficient classroom management, respect from the peers and adults, and respect for the Deuel Elementary School. The program encourages the use of logical and natural consequences for inappropriate behavior at school.
The children are encouraged to remember: (1) I cause my own outcomes; (2) I have more than one choice; and (3) I have the power to pick the best choice. The following rules will be expected in an attempt to establish a consistent discipline program for the students.

PLAYGROUND RULES

a. Listen to and obey the playground supervisor.
b. Keep your hands, feet, and other objects to yourself. No fighting, throwing objects, pushing, tackling, or wrestling.
c. Touch football will be permitted.
d. Use playground equipment properly.
e. Stop play and line up when the bell/whistle/voice is sounded.
f. Inappropriate language is not acceptable.

LUNCHROOM RULES

a. The students will obey and respect lunchroom supervisors.
b. Keep your hands, feet, and other objects to yourself. No fighting, pushing, tripping, hitting, or throwing objects.
c. The students will be dismissed from the table when all food and paper is picked up from around and under the table and the entire table is quiet.

MEALTIME VISITORS

Parents and adults must purchase or bring a lunch if they wish to eat lunch with their student. You must contact the office at least one day prior to eating with your student.

HALLWAY RULES

a. Keep your hands, feet, and other objects to yourself. No fighting, pushing, tripping, hitting or throwing objects.
b. The students will walk quietly and orderly (no running).

BATHROOM RULES

a. Keep hands, feet, and other objects to yourself. No fighting, pushing, tripping, hitting, or throwing objects.
b. The students will use the bathroom equipment properly.
c. The students will use a quiet voice while in the bathroom.

CLASSROOM RULES

a. Student behavior in the classroom is expected to be the same as indicated above.

Realizing that discipline is essential to the normal operation of the school, any or all the following steps may be taken to help students who have demonstrated misbehavior:

1. Counseling
2. Parental Conference
3. Contracts
4. Detention
5. Suspension from class
6. In-school suspension
7. Out-of-school suspension
8. Expulsion

Understand that steps taken will depend on the nature of misbehavior, a student's past record, and more importantly, the school official's opinion as to what is necessary to ensure appropriate behavior by this particular student.

BULLYING & HARASSMENT

The District is committed to maintaining a constructive, safe, and bullying-free school climate that is conducive to all students' educational opportunities and which fosters an environment in which all students are treated with respect and dignity. Bullying can inhibit a student's educational opportunities and may also have long-term negative effects on a student. Bullying of students shall not be tolerated and is strictly prohibited. Bullying of students from other schools who are at a District activity, parents, school employees, guests, visitors, volunteers and vendors of the District shall also not be tolerated and is strictly prohibited.

This policy shall not be interpreted or applied to prohibit civil exchange of opinions or debate protected under the state or federal constitutions if the opinion expressed does not otherwise materially or substantially disrupt the education process or intrude upon the rights of others. However, conduct which substantially interferes with the work of the school, causes material and substantial interference with school work and discipline, and might reasonably have led school authorities to forecast substantial disruption of or material interference with school activities is not constitutionally protected speech and is therefore prohibited under this policy.

All students, parents, employees, guests, visitors, volunteers and vendors shall conduct themselves in a civil and responsible manner and in a manner consistent with school policies related to student, parent, employee and visitor conduct. This policy prohibiting bullying shall apply to all students, parents, employees, guests, visitors, volunteers and vendors while on school property, while attending or participating in school activities, on school-owned property or on non-school property, while in any school-owned or leased vehicle, while at a school bus stop, or when in a private vehicle located on school property during school or during school activities..

The District shall investigate all reported instances involving bullying. Unless a different person is designated by the Superintendent to conduct the investigation, the Principal of the school attendance center where the bullying is alleged to have occurred is responsible for investigating the alleged bullying. Allegations of bullying may also be reported by the administration to other authorities, including but not limited to law enforcement.

Students who violate this policy shall be subject to appropriate disciplinary action, up to and including expulsion. Employees who violate this policy shall be subject to appropriate disciplinary action, up to and including termination of employment. Parents, guests, visitors, volunteers, and vendors who violate this policy may be prohibited from being on school property.
Pursuant to state law:

A. any school district employee, school volunteer, student, or parent who promptly reports in good faith an act of bullying to the appropriate school district official as designated in the school district's policy, and who makes the report in compliance with the provisions of the school district's policy, is immune from any cause of action for damages arising from failure to remedy the reported incident, and

B. no cause of action is created against the school district, school district employee, school volunteer, student, or parent unless there has been substantial noncompliance with the school district's policy which results in injury to a person.

The District will maintain confidentiality to the maximum extent possible under the circumstances. However, a person reporting bullying conduct must understand that should the administrator who is investigating the report determine there is reasonable cause to suspect that bullying did occur which could result in administrative discipline or a referral to the School Board, the person alleged to have abused the other person may have the right to know the identity of the person(s) making the report in order that he/ she may have an opportunity to defend himself/herself.

The District strictly prohibits retaliation against any person because he or she has made a report, testified, assisted, or participated in the investigation of a report of alleged bullying. Retaliation includes, but is not limited to, any form of verbal or physical reprisal or adverse pressure. The person(s) alleged to have bullied another person shall not directly or indirectly (such as through another person) harass, pressure, or retaliate against any other person because of the complaint being reported. A violation of this provision may lead to separate disciplinary action based on the retaliation. Any person who believes he or she is being subjected to retaliation because of his or her involvement with a bullying report should immediately contact a school administrator**.**

Complaints against school employees and complaints related to Sexual Harassment are addressed through other school district policies and not through this policy.

SECTION 2 – Bullying Defined

A. Bullying is an intentional isolated act or pattern of repeated conduct toward another person that is sufficiently severe and offensive to a reasonable person, and
    1. Has the purpose or effect of creating an intimidating, hostile or offensive school environment for one or more students, parents, employees, guests, visitors, volunteers or vendors, and/or
    2. Has the purpose or effect of substantially or unreasonably interfering with a student's educational opportunities (i.e., academic, co-curricular activities, extra-curricular activities, and social opportunities, etc. within the school environment), employee's and volunteer's work environment or performance, or access by parents, guests, visitors or vendors, and/or
    3. Places a person in reasonable fear of harm to his or her person or damage to his or her property, and/or
    4. Causes physical hurt or psychological distress to a person, and/or
    5. Constitutes retaliation against any person for asserting or alleging an act of bullying, and/or
    6. Disrupts the orderly operation of a school.

B. Bullying conduct includes threats, intimidation, physical violence, theft, destruction of property, hazing, stalking (SDCL 22-19A-1), harassment (SDCL 22-19A-4), and threatening or harassing contact by telephone or other communication devices, commonly referred to as cyberbullying (SDCL 49-31-31). Neither the physical location nor the time of day of any incident involving the use of computers or other electronic devices is a defense to any disciplinary action taken by the School District for conduct determined to meet the definition of bullying in SDCL 13-32-15.
    1. Hazing defined: any verbal or physical act or acts done on school property or at a school activity which directed toward another person and done for the purpose of initiation into any group, regardless of whether the

group is a school sanctioned organization, when the act or acts causes or may create a reasonable risk of causing mental, emotional or physical harm to the person who is the recipient of the act or acts.

2. Stalking defined: willfully, maliciously, and repeatedly following or harassing another person; making a credible threat to another person with the intent to place that person in reasonable fear of death or great bodily injury; or willfully, maliciously, and repeatedly harassing another person by means of any verbal, electronic, digital media, mechanical, telegraphic, or written communication.
3. Harass defined: a knowing and willful course of conduct directed at a specific person which seriously alarms, annoys, or harasses the person, and which serves no legitimate purpose.
4. Threatening or harassing contacts by telephone or other electronic communication device defined: using or knowingly permitting a telephone or other electronic communication device under his or her control for any of the following purposes:
    (1) To contact another person with intent to terrorize, intimidate, threaten, harass or annoy such person by using obscene or lewd language or by suggesting a lewd or lascivious act,
    (2) To contact another person with intent to threaten to inflict physical harm or injury to any person or property,
    (3) To contact another person with intent to extort money or other things of value,
    (4) To contact another person with intent to disturb that person by repeated anonymous telephone calls or intentionally failing to replace the receiver or disengage the telephone connection.

SECTION 3 – Reporting Procedure

Any individual who believes that he or she has been or is being subjected to bullying or has reason to suspect another person has been or is being subjected to bullying should immediately report it to a teacher or school administrator. The report may be made verbally or in writing. A report may be made anonymously, although disciplinary action may not be based solely on an anonymous report. If disciplinary action is being requested, the individual reporting the bullying will be asked to either submit a signed written complaint or sign a completed Bullying Report Form, Exhibit JFCD-E(1), verifying the accuracy of its content. The written complaint or Bullying Report Form must include the following:

- the date the written complaint was filed or the Bullying Report Form was completed,
- the school employee receiving the complaint (if applicable),
- the name of the person reporting the bullying
- the address/phone # of the person reporting the bullying,
- the specific conduct or nature of the bullying complaint including the person(s) alleged to have bullied the complaining party or another person, the date(s) and location where the conduct occurred, witnesses, etc.,
- the date the school employee completed the form (if applicable)
- the date and signature of the person reporting the bullying.

If the signed written complaint was given to a teacher, or if the Bullying Report Form was completed by a teacher, the teacher shall forward the complaint or Bullying Report Form to the teacher's building principal.

SECTION 4 – Procedure for Addressing Bullying Complaints

STEP 1: Principal.

Should there be a report which alleges a District student, parent, employee, guest, visitor, volunteer or vendor has been subjected to bullying, an investigation into the alleged bullying will be initiated. The District's investigation may include, but is not limited to, such things as interviewing individuals with actual or possible knowledge regarding the conduct in question, identifying facts related to the conduct in question, identifying when and over what period of time the conduct is to have occurred, determining whether the conduct negatively affects the educational opportunities or employment condition of the victim, identifying prior history of a similar nature by any of the individuals involved, and attempting to obtain possible verification from other persons. The investigation shall be conducted promptly and completed in a reasonable time frame given the nature of the complaint.

The person alleged to have bullied another person will be notified that a complaint has been filed pursuant to this policy and that the complaint is being investigated. The name of the person making the complaint will not be disclosed to the person alleged to have violated this policy unless and until the investigation results in a determination that there is reasonable cause to suspect that bullying did occur.

Upon reasonable suspicion by the school administrator responsible for the investigation that the allegation of bullying may be true, the employee, student or other person accused of bullying conduct shall be notified in writing that reasonable suspicion exists that the complaint may be valid, including a statement of the facts supporting the determination that reasonable suspicion exists, and the name of the alleged victim.

The person alleged to have bullied another person in violation of this policy shall be afforded an opportunity to respond to the allegation of bullying but is not required to submit a response.

Pending the outcome of the investigation the school administrator responsible for conducting the investigation may take such action consistent with school policy and state law as deemed appropriate in order to facilitate the investigation and protect the rights of all persons involved. If there is reasonable suspicion to believe that a person bullied another person while at school or at a school activity on non-school property in violation of this policy, the administration may prohibit that person from being on school property or at school activities.

At the conclusion of the investigation, the Principal shall make a determination as to whether bullying did occur or whether the facts are insufficient to determine that a determination that bullying occurred. The complainant and the person alleged to have bullied another person will receive written notice of the Principal's determination. Should the Principal conclude that bullying did occur, the Principal shall take such action as deemed appropriate, which may include imposing disciplinary consequences on the person found to have violated this policy prohibiting bullying.

STEP 2: Appeal to the Superintendent

The following procedure shall be used to address an appeal of the Principal's decision in Step 1 to the Superintendent:

1. If either party is not satisfied with the Principal's decision, or if the Principal does not render a written decision within fourteen (14) calendar days of the request for a decision on the merits of the complaint, that party may appeal to the Superintendent by filing form JFCD-E(2). The appeal must be filed within ten (10) calendar days of receipt of the Principal's written decision, or ten (10) days of the deadline for the Principal's written decision, whichever comes first. The appealing party must attach the Principal's written decision.
2. Within fourteen (14) calendar days from the date the appeal was filed, the Superintendent shall render a decision in writing. All parties shall receive copies of the decision. The Superintendent shall uphold, reverse, modify the principal's decision, or the Superintendent may refer the matter back to the Principal for further investigation and supplemental decision which decision may restate, modify or reverse the Principal's initial decision. A supplemental decision by the Principal after a referral back to the Principal is subject to appeal to the Superintendent. The time frame for rendering a decision by the Superintendent may be extended by the Superintendent for good cause and upon written notification to all parties, which notification shall identify the reason for the extension and the date on or before which the decision shall be rendered.

STEP 3: Appeal to the Board

If either party is not satisfied with the Superintendent's decision, or if the Superintendent does not render a written decision within fourteen (14) calendar days of the receipt of the appeal, that party may appeal to the School Board by filing with the Business Manager using Form JFCD-E(3) within ten (10) calendar days of receipt of the Superintendent's written decision, or ten (10) days of the deadline for the Superintendent's written decision, whichever comes first. The appeal shall be in writing and the appealing party must attach to the appeal the Principal's written decision, the appeal to the Superintendent, and the Superintendent's written decision or notice of the Superintendent's failure to render a written decision.

The following procedure shall be used by the Board to address an appeal of the Superintendent's decision on the merits related to a bullying complaint:

1. Upon receipt by the Board President/Chairperson of an appeal by the Complainant, a copy of the appeal shall be given to the person alleged to have violated the bullying policy.
2. Upon receipt of an appeal, the Board shall at its next meeting schedule a date, time and location for the appeal hearing.
3. The following procedure shall be applicable at the appeal hearing before the Board:
   A. The Board shall appoint a board member or a person who is not an employee of the school district as the hearing officer;
   B. Within thirty (30) calendar days of an appeal being filed with the Board, the Board shall conduct a hearing in executive session;

C. The Complainant, person alleged to have violated the bullying policy, and Superintendent each have the right to be represented at the hearing;
D. The Board shall make a verbatim record of the hearing by means of an electronic or mechanical device or by court reporter. This record and any exhibits must be sealed and must remain with the hearing officer until the appeal process has been completed;
E. The issue on appeal is whether the Superintendent's decision should be upheld, reversed or modified;
F. All parties shall be given the opportunity to make an opening statement, with the appealing party being given the first opportunity, followed by the other party, and then the Superintendent;
G. The appealing party shall present his or her case first, and the other party shall then present his or her case. Both parties shall have the opportunity to ask questions of the other's witnesses. The hearing officer and board members may ask questions of any witness;
H. The Superintendent shall present the basis of his/her decision which led to the appeal. Both parties shall have the opportunity to ask the Superintendent questions. The hearing officer and board members may also ask questions of the Superintendent;
I. Unless a witness is a party to the appeal, witnesses may be present only when testifying unless the hearing officer rules otherwise. All witnesses must take an oath or affirmation administered by the School Board president, hearing officer or other person authorized by law to take oaths and affirmations;
J. The hearing officer shall admit all relevant evidence. The hearing officer may limit unproductive or repetitious evidence. The strict rules of evidence do not apply. Moran v. Rapid City Area School Dist., 281 N.W.2d 595. 602 (S.D. 1979).
K. All parties shall be given the opportunity to make a closing statement, with the appealing party having the first opportunity, followed by the other party, and then the Superintendent. The appealing party shall be given the opportunity for a brief rebuttal;
L. After the evidentiary hearing, the Board shall continue to meet in executive session for deliberations. No one other than the hearing officer may meet with the Board during deliberations. The Board may seek advice during deliberation from an attorney who has not represented any of the parties to the hearing. Consultation with any other person during deliberation may occur only if a representative of both parties and Superintendent are present. The Board may, in its sole discretion, continue the proceedings and make a final decision on the appeal at a later date; within twenty (20) calendar days of the hearing, the Board shall render its decision and issue its written Findings of Fact, Conclusions of Law and Decision. The time frame for rendering a decision may be extended by the Board President for good cause and upon written notification to both parties and the Superintendent, and the notification shall identify the reason for the extension and the date on or before which the decision shall be rendered;
M. The decision of the School Board must be based solely on the evidence presented at the hearing and must be formalized by a motion made in open

meeting. The Board will convene in open session and a motion to uphold, reverse, or modify the Superintendent's decision shall be made and voted upon. Findings of Fact, Conclusions of Law and Decision, consistent with the Board motion shall be in writing and approved by the Board. Both parties, the Principal and the Superintendent will receive copies after the Findings of Fact, Conclusions of Law and Decision are approved by the Board.

N. Following the Board hearing, should the Board determine there has been a violation of this policy prohibiting bullying, Board action may include but is not limited to the following: (1) suspend or expel a student from any or all school programs, including but not limited to classes, extracurricular activities, or attendance at school activities; (2) pursuant to statute, reprimand, suspend without pay, or terminate the contract of an employee, or (3) prohibit a person from being on school property or at school activities for such time as may be determined by the Board.

O. If either party is dissatisfied with the Board's decision, that party may appeal the decision by filing an appeal to circuit court pursuant to SDCL 13-46-1.

TELEPHONE

Students will not use the office phone for personal calls except in an emergency and with teacher permission. Phone calls for students will be handled with a message. Emergency calls will be handled by the principal, principal's office, or the teacher in charge.

FIRE AND TORNADO DRILLS

When the fire bell sounds, all students and staff members are to leave the building quickly and quietly by the route posted in each room. When the tornado drill signal is given, all students and staff are to go to their designated area and assume the instructed position. Fire and tornado drills are to be posted in each room.

ABSENCE AND ATTENDANCE POLICY (Elementary)

Regular attendance is essential to a student's success in school. Scholastic achievement is often directly related to attendance, so it is vital that students attend regularly. South Dakota Law gives the responsibility for regular attendance to students and parents. Parental support of regular attendance is expected. Parent, or person responsible for them, must sign them out in the elementary office before leaving.

Parents are asked to call the school before 9:00 am each day that a student is absent. If parents do not call, the school will attempt to contact the parent. If the school cannot reach the parent during the day of absence, the absence will be unexcused. Students who arrive at class fifteen or more minutes late will be counted absent unexcused for that class period. Parents who are taking their child

on an extended trip must call before leaving to excuse their child for the duration of the trip. Students must check out at the elementary office when leaving during the day or the absence will be unexcused.

Completion of missed work is the responsibility of the student. The student will have two full days for each full day of excused absence, maximum of six full days, to complete work missed unless arrangements have been made with the individual classroom instructor. Please note that Fridays count as one of the six days providing staff are in session.

GUIDELINES FOR EXCUSED AND UNEXCUSED ABSENCES

School officials have the final decision in all situations.

Exempt Absences – DO NOT COUNT AGAINST STUDENT ATTENDANCE:

School-sponsored activities (school sports, school activities)

Doctor/Dentist Appointments verified by a doctor's office note

Funerals/Religious Observations

Court Appointment

Excused Absences – WILL COUNT AGAINST STUDENT ATTENDANCE

Parent Request

Personal Illness or accident

Weather Related absences

Suspension from School

Death, serious illness, or injury within the immediate family/household/close friends

Family Vacations for Multiple Days (Will count as 1 absence if the school is notified in advance and the necessary work is completed before trip)

Other compelling situations which are approved by the administration

Unexcused Absences – WILL COUNT AGAINST STUDENT ATTENDANCE

Absences without permission from parent, guardian, or school official

Examples of absences which may not be excused by school officials unless there are extenuating circumstances include, but are not limited to:

Oversleeping

Missing class to prepare for another class or activity

Failure to check out in the office before leaving during the school day

CONSEQUENCES FOR EXCESSIVE ABSENCES EXCUSED AND/OR UNEXCUSED

School ~~C~~consequences for chronic absenteeism center around communication with parents. Notification of chronic

absenteeism will occur as per the following policy:

- 7 Excused and/or Unexcused Absences: Notification to parents via letter of attendance policy.
- 10 Excused and/or Unexcused Absences: Notification to parents via letter when students have missed 10 times in one or more classes.
- 12 Excused and/or Unexcused Absences: Notification to parents via letter when students have missed 12 times in one or more classes. If student has missed 12 or more days within a semester of school, the ~~School Resource Officer~~ Deuel County Sheriff may/will write a truancy ticket for excessive absences

~~**CONSEQUENCES FOR EXCESSIVE ABSENCES**~~

~~School Consequences~~

~~7 Excused and/or Unexcused Absences: Notification to parents of attendance policy.~~

~~10 Excused and/or Unexcused Absences: Notification to parents when students have missed 10 times in one or more classes.~~

~~12 Excused and/or Unexcused Absences: If student has missed 12 or more days within a semester of school, the School Resource Officer may/will write a truancy ticket for excessive absences.~~

TEMPORARY EXCLUSION RECOMMENDATIONS FOR ILLNESS IN THE SCHOOL SETTING.

A. Chicken pox (Varicella): exclude until all lesions have dried and crusted or, in immunized children without crusts, until no new lesions appear within a 24-hour period.

B. COVID-19: exclude based on current CDC and SD Department of Health guidance, see doh.sd.gov.

C. Diarrheal diseases: exclude while symptomatic only if person is unable to practice independent hygiene.

D. Haemophilus influenzae type B, invasive (Hib): exclude until after the child has been cleared by a physician.

E. HIV, Hepatitis B, Hepatitis C, and other bloodborne diseases: generally no exclusion; considerations may exist if there is potential for bloodborne exposure. Consult healthcare provider for guidance.

F. Hepatitis A: exclude until one week after onset of illness.

G. Influenza and Influenza-like illness: exclude until fever has been absent for 24 hours in an unmedicated state. Additional exclusions may be necessary for documented novel strain or pandemic influenza based on SD Department of Health and CDC guidance.

H. Measles: exclude until four days after onset of rash.

I. Meningococcal disease (Neisseria meningitidis): exclude until after 24 hours of antibiotic treatment.

J. Methicillin-resistant Staphylococcus aureus (MRSA): exclude only if confirmed MRSA is present from a wound in which drainage is occurring and cannot be covered and contained.

K. Mumps: exclude until five days after the onset of parotid gland swelling.

L. Pertussis (Whooping cough): exclude until completion of 5 days of appropriate antibiotic treatment. If appropriate antibiotic treatment is not received, exclude until 21 days after onset of cough.

M. Hand Foot and Mouth: The child should stay home from school or childcare until he or she has no fever for 24 hours and the mouth sores and open blisters have healed. Sores on the palms of the hands and soles of the feet rarely blister. Children can be in school/daycare with those sores as they may take weeks to

resolve. However, if the child has blisters, anywhere on the body, the blisters need to be healing and crusted over before returning to school/daycare.

N. Pink eye, head lice, ringworm, herpes gladiatorum, molluscum contagiosum, and skin rashes without fever: generally no exclusion; special considerations may exist. Consult healthcare provider for guidance.

a. Pink Eye:
    i. Bacterial: Thick, sticky, white/yellowish discharge from eye(s). Child needs to be seen in the clinic. Child has to be on antibiotic drops for 24 hours before returning to school.
    ii. Viral: watery red eyes. Child can be in school as long as they don't have a fever and are feeling well otherwise.
    iii. Allergic: no need to stay home from school.

b. Ringworm:
    i. Children with ringworm can return to school the day they start treatment for ringworm. In it is on the scalp, they need to remain out of school for 24 hours after treatments has been started. Any child with ringworm should not participate in gym or other close contact activities that are likely to expose others until 72 hours after treatment has begun or until lesions can be completely covered.

c. Head Lice:

    Based on the recommendations of the National Association of School Nurses, the American Academy of Pediatrics, the Centers for Disease Control, and the State Department of Health the following are guidelines for managing head lice in the school setting:

    i. Teachers and/or parents may request that a student be checked for lice, based on excessive head scratching, student report of a "crawling" feeling, or observation of suspected lice and/or eggs.
    ii. The student should be screened by the school nurse
    iii. Students with live lice should be allowed to remain in the classroom until the end of the day but should be discouraged from close head to head contact with other students.
    iv. In some situations students may be sent home. Sending a student home is determined on an individual basis. Common sense should prevail when deciding how contagious an individual child may be (a child with hundreds of live lice vs. a child with 2 live lice).
    v. Parent/guardian should be informed of the findings either by phone or note. Information on head lice and treatment should be provided to the parent/guardian. It is expected that parent/guardian will treat the child before sending them back to school. Head Lice

Information can be found on the District website under Health Services.

vi. The student may return to school the next day. The nurse or designated staff will determine if a student has been treated based on parent/guardian report and visual inspection.

vii. Non-compliant cases require the use of good nursing judgment that does not punish the child.

viii. Classroom checks and letters informing parents of head lice may be done in the case of an outbreak and at the discretion of the school nurse.

ix. The school nurse is the best person to provide education and guidance for head lice management.

O. Rubella: exclude until seven days after onset of rash.

P. Scabies: exclude until after treatment has started.

Q. Shingles (Herpes zoster): generally no exclusion if lesions can be covered. If lesions cannot be covered, exclude until rash or lesions have crusted over.

R. Strep throat and Streptococcal skin infections: exclude until after 12 hours of antibiotic treatment.

S. Tuberculosis: exclude until a physician, concurring with the SD Department of Health, states the child is not infectious.

T. Students will not return to school until at least 24 hours have passed since the last episode of vomiting or diarrhea to help prevent the spread of illness and ensure they are well enough to participate in class.

<u>With any illness, students must be fever free for 24 hours in an unmedicated state before returning to school.</u>

PETS:

The school district tries very hard to keep student bodies safe. After consulting with professionals certified in public and food safety, pets are not allowed in school.

RECESS

If a child is to stay in from recess for any medical reason, a written note from the doctor is needed.

NO SCHOOL ANNOUNCEMENT

If school is not being held because of severe weather conditions the no school announcement or early dismissal will be made using:

a. A notify statement will be sent to all district stakeholders. This will be delivered in a text message, phone call or an e-mail.
b. Post will be created on the school website
c. Post will also be made using the school Facebook page.
d. Major Network affiliates will be notified prior to schools being closed.

Parents also have the option to sign up for the school messaging system. This system notifies parents of school closings/late starts via e-mail or through your home telephone. Contact the Business Office for more information.

PRINTED MATERIAL

Material such as magazines and posters will not be distributed in school by non-district employees without permission from the principal. Deuel School District will not tolerate obscene materials or any materials that advocate sex, drugs, violence, etc.

DRESS CODE/PERSONAL HYGEINE

The Board recognizes that it is the prerogative of parents to determine what is appropriate dress and grooming for their children in accordance with the age and grade of these students. It is hoped that decisions made by parents and students in these matters will reflect favorably upon the individual, the school, and the community.

There are certain restrictions necessary on a student's dress and grooming when such dress and grooming may create a health or safety hazard; invade the rights of others; or, be disruptive to the educational environment by detracting from the decency and decorum in school. It will be the responsibility of the building principal to determine violations of the intent to this policy and to take necessary corrective action.

DISRUPTION OF SCHOOL

Any student removed from a class may be sent to the principal’s office.

PROHIBITED MATERIALS

The following materials are prohibited at Deuel School and will be handled according to policy:

1. Drugs (unless prescribed by a physician)
2. Alcohol
3. Pornographic materials
4. Tobacco products
5. Firearms
6. Any other weapons that have the express purpose of causing injury.

DRUG AND ALCOHOL ABUSE

Any student who intentionally sells, gives, possesses, uses, or is under the influence of illicit drugs, narcotics, or alcohol in or on school property, including school buses, shall be 1) held in in-school suspension and 2) reported to the appropriate law enforcement agencies for possible legal action.

TOBACCO PRODUCTS

The Deuel School District recognizes its duty to promote the health and safety of students, staff and citizens on district property and during school-sponsored activities. In accordance with this responsibility, it is the intent of the School Board to establish a tobacco-free school environment that demonstrates a commitment to helping students resist tobacco use and that emphasizes the importance of adult role modeling.

The use, possession, or promotion of tobacco on school property by students, employees, vendors, visitors and invitees is prohibited. Students and employees are also prohibited from using or promoting tobacco at school-sponsored activities off school property. Students participating in school activities are also subject to such rules as may exist pursuant to an applicable activity code of conduct.

For the purposes of this policy:

1. "Tobacco" means any substance or item, in any form, containing tobacco and electronic nicotine delivery devices (e-cigarettes), which may not contain tobacco;

2. "School property" means all district-owned, rented or leased buildings, grounds and vehicles;

3. "School-sponsored activity" means any planned, organized, endorsed, or supervised activity involving district students or staff that occurs either before, during or after regular school hours;

4. "Promotion" means the use or display of tobacco-related clothing, bags, lighters, or other material that is designed to encourage the acceptance or use of tobacco.

District employees in violation of this policy will be subject to disciplinary action. Visitors, vendors and invitees in violation of this policy will be subject to appropriate consequences, which may include being directed to leave school property.

The superintendent shall provide reasonable public notification of the district's policy within student and staff handbooks.

DAMAGE TO SCHOOL PROPERTY

Any intentional damage to school property will result in disciplinary action plus restitution to cover the cost of the damages.

BOOK FINES

Students will be assessed a fine to be determined by the principal for damage to schoolbooks. The fine shall not exceed the replacement cost of the book.

CELL PHONES/SMART WATCHES

Students are to keep all devices in their locker during the day and are **not** to be used in the hallway or playground. All electronic communication device policies are handled by the classroom teacher, and individual classroom rules will apply. Students who use the electronic communication devices improperly are subject to having them confiscated by teachers and/or administration.

VISITORS

Please use the elementary school entrance when visiting the elementary school. Entrances will always remain locked for security purposes. All visitors will be required to check into the office when entering the school and if visiting a classroom, will be asked to fill out a classroom visitor form. The office will provide the visitor with a badge if they must be in the hallways or a classroom.

ACTIVITIES

There will be opportunities for our elementary students to participate in volunteer operated activities. The students are reminded that they represent Deuel School District and, if any discipline problems, etc. occur, they will be handled according to District policy.

MEDICATION

The safe and effective use of medications for the treatment of illness and disability has enabled many children to attend school. At Deuel School, every effort should be made to administer all medications at home. When it is necessary that students receive medications at school, arrangements need to be made with the school nurse in advance.
For students in grades PK-5, medication administration will be supervised. Because the law requires the nurse to have an order from a physician in order to administer medications (including over-the-counter medications, such as Tylenol), it is important for students and parents to plan ahead when medication at school is anticipated. For example, arranging medication needs in advance, for conditions such as migraine headaches or menstrual pain, will help the school nurse keep students safe and comfortable at school.

CUSTODY

If there is a custody situation that the school should be aware of, please call the principal's office to make the principal aware of it. For the children's safety, the principal must have a certified copy of all custody orders and restraining orders.

LOCKERS

All lockers are loaned to students and the school retains control of the lockers. Since the school retains control of the lockers, they may be inspected at any time.

GRADING (K-3)

- Standards based grade reports. Each standard is measured from the following indicators.

  4 - Proficient - I can show that I understand grade level work consistently on my own.

  3 - Approaching Proficiency - I can show that I understand grade level work most of the time, but I still might make mistakes.

  2 - Beginning Progress - I am beginning to understand grade level work with help from my teacher.

  1 - Of Concern - I do not understand grade level work.

GRADING (4-5)

- Standards based grade reports. Each standard is measured from the following indicators.
  - A
  - B
  - C
  - D
  - F

STUDENT POLICY FOR A GUN-FREE SCHOOL

Student and employee safety is a paramount concern to the Deuel School Board. With this in mind, the school board shall assist and cooperate with teachers and administration in the government and discipline of the school. The board may suspend or expel from school any student for violation of rules, policies, insubordination, or misconduct and administration may temporarily suspend any student in accordance with SDCL 13-32-42. The rules on policies may include prohibiting the following:

(1) The use or possession of a firearm, as provided in SDCL 13-32-7, on or in any elementary or secondary school premises, vehicle or building that is owned, leased, or used for elementary or secondary functions or activities.

The Gun-Free Schools Act of 1994 (GFSA) requires that schools:
(1) Comply with the State law requiring a one (1) year expulsion; this is, subject to the case by case exception, any student who brings a weapon to school must be expelled for not less than one (1) year.
(2) Provide assurance of compliance to the State Education Association (SEA).
(3) Provide descriptive information to the State Education Association concerning the expulsion.
(4) Have a referral policy for students who bring weapons to school.

Therefore, if a student has intentionally brought a firearm onto school premises, vehicle, or building that is owned, leased, or used for school functions or activities, the following plan will be implemented.
(1) Students are entitled to due process:
A. If, after due process has been accorded, a student is found to have brought a weapon to school the GFSA requires expulsion for a period of not less than one (1) year.
B. The school administration may modify the one (1) year expulsion requirement on a case by case basis.
(2) Send a report to the SEA that includes the following:
A. Number of students expelled
B. The type of weapon involved.
(3) A written report to the local law enforcement of the incident. The report must include name, date, and type of weapon.
(4) Alternative educational services will only be provided if federal or state laws require the service.
The school district will allow usage of facilities for hunter safety courses. A properly certified instructor must teach the class.

STUDENT INTERVIEW POLICY
POLICE/DEPARTMENT OF SOCIAL SERVICES

When students are at school or involved in a school activity off school grounds, the school has an obligation to the students, the parents, as well as to the authorities, such as law enforcement and the Department of Social Services. This policy attempts to balance the rights of students and parents with the rights and responsibilities of law enforcement

and the Department of Social Services as those entities investigate juvenile delinquency/criminal matters and matters of child abuse and neglect. It is therefore the policy of the District that:

(1) should a law enforcement officer wish to talk with a student under the age of 18* while the student is at school and interview the student for a reason other than investigating suspected child abuse or neglect, the District will not allow the law enforcement officer to question the student unless the school has first notified the student's parents and received permission from a parent for the student to talk with the law enforcement officer. The parents have the right to deny the request from law enforcement. The parents shall also have the right to be present should the parents grant permission to law enforcement officer to talk with the student;

(2) should the Department of Social Services or a law enforcement officer be investigating suspected child abuse or neglect and wish to talk with a student under the age of 18* while the student is at school, the request to talk with a student shall be made to one of the school administrators at the school for approval of the interview. The law in South Dakota requires investigation of suspected child abuse to be kept confidential and can be done without notification to parents. Therefore, the school will not notify parents of a request by the Department of Social Services or law enforcement to talk with a student in such instances.

*When a student reaches the age of 18, the student is a legal adult and has the authority to make decisions without parental involvement. However, the student, even if age 18 or older, may choose to contact his/her parents for advice before responding to a request by the authorities to meet with and talk to law enforcement and/or the Department of Social Services.

SEPARATED / DIVORCED FAMILY POLICY

I. School Neutrality / Parent Responsibility

The Deuel School District shall maintain strict neutrality between parents who are involved in an action involving the family (separation/divorce proceeding/divorced) as it is the intent of the District to promote the best interests of each student enrolled in its schools in partnership with both parents, unless otherwise directed by Court Order. It is the responsibility of the parent wishing to restrict a parental right to notify the District of any Court Order affecting student contact/visitation and/or student records by submitting a certified copy of the Court Order to the Superintendent of Schools and a copy to the child's school building principal.

II. Student Contact / Student Visitation During School Hours

Unless a parent gives notification pursuant to paragraph 1 above, the District will assume that both parents have the right to contact and visit his or her child at school. For purposes of this provision, the Court Order restricting any right of

contact and/or visitation needs to specifically restrict the right and a general Order granting physical custody to one parent will not be deemed as sufficiently specific as to prohibit the noncustodial parent's right to contact and/or visit the child while the child is at school.

III. Release of Student to Noncustodial Parent

The District will not authorize a student enrolled in the District to leave the school premises with a noncustodial parent during school hours without the permission of the parent having primary physical custody of the child. For purposes of this provision, it is the responsibility of the custodial parent to provide the District with a certified copy of the Court Order granting custody pursuant to paragraph I.

IV. Release of Student Records

Pursuant to federal law (Family Education Rights and Privacy Act) both parents, regardless of marital status, have the right to access and have copies of student records and discuss the same with appropriate school employees, unless there is a Court Order specifically restricting this right of access. Any Court Order restricting the release of confidential student records to a parent is to be submitted to the District pursuant to paragraph I.

Rules of Appropriate Computer Use

- Do not use the computer to harm other people or their work
- Do not damage the computer or the network in any way
- Do not interfere with the operation of the network by installing any software unless approved by administration
- Do not violate copyright laws
- Do not view, send or display offensive messages or pictures
- Do not trespass in another's folders, work or files
- Do not change system configuration
- Do not leave computer unattended
- Always use assigned computer bag to transport computer

Failure to follow these rules will result in suspension of computer privileges up to 30 days. Any accidental or intentional damage to the computer or network will be the billed out to the student/parent as outlined in policy. If student owes money to the school district, the computer may be taken away until the amount is paid. BE PREPARED to be held accountable for your actions and for the loss of privileges if the Rules of Appropriate Use are violated.

Internet

The Internet is a global electronic information infrastructure, a network of global networks. Because the Internet is a constantly changing electronic environment, the information available to users is constantly changing, and therefore, it is impossible to predict with certainty what information users might locate. The School District shall make every effort to restrict access to inappropriate materials; however, it is impossible to control all materials on a global network. This networking environment requires that the user be responsible for the appropriate use of this service. Therefore, the District shall not be liable for the content or viewing of any materials not prepared by the District. Availability of some materials on the Internet does not indicate endorsement of their content by the Deuel School District. The following rules apply to the use of the Internet:

- Be polite and use appropriate language in your messages to others. Obscene, abusive, sexually explicit or threatening language will not be tolerated.
- Never reveal your, or anyone else's personal information.
- Only State K-12 Students E-mail accounts are allowed unless permission is given by administration.
- You are prohibited from accessing, uploading, downloading, distributing, viewing or possessing any pornographic, obscene, or sexually explicit material and web sites that promote racism or religious intolerance.
- You and not the Deuel School District are responsible for possession of any and all materials, and for your actions with the use of the Internet.
- You must abide by and all local, state and federal rules and regulations.
- You are responsible for any action, artifice or scheme to defraud or obtain money, property, services and other things of value by false pretenses, promises or representations while using this access.
- Develop web pages only as directed by staff members to fulfill course or school related activities;
- Access is a privilege - not a right.
- Only files relating to classroom assignments may be stored on the network file sever

Any violation of District Internet policy or rules may result in loss of computer privileges for up to 30 days. Additional disciplinary action may be imposed and will be determined on an individual basis in keeping with existing practices and procedures regarding inappropriate language or behavior. When applicable, law enforcement agencies may become involved. The Deuel School District makes no warranties of any kind, either expressed or implied, for the Internet access it is providing. The District will not be responsible for any unauthorized financial obligations resulting from the use of this account.

Network

The use of the School District's network (LAN) and Intranet is a privilege, not a right. Guidelines are provided to make all users aware of the responsibilities associated with efficient, ethical and lawful use of network resources.
The School District does not guarantee that the network will be uninterrupted or error free; nor does it make any warranty as to the results to be obtained from use of the service or the accuracy or quality of the information obtained on or by the network. Access to the network is provided on an "as is" basis without warranties of any kind. Neither the School District nor any of its agents or employees shall be liable for any direct, indirect, incidental, special or consequential damages arising out of the use of or inability to use the network or out of any breach of any warranty.

User Accounts

User accounts are considered the property of the Deuel School District. The School District expressly reserved the right, at any time, to log, monitor and review, the subject, content and appropriateness of electronic communications or other computer files and remove them if warranted, reporting any violation to the school administration or law enforcement officials.
Persons, using the District network, shall have no expectation of privacy or confidentiality in the content of electronic communications or other computer files sent and received on the District network.

Bring Your Own Device

Students bringing personal devices to school will not be allowed on the District's network. Student's that bring personal devices to school are not allowed to have Mobile Hotspots.

Rules of Network Use

Users of the School District Network shall:

- Be responsible for all use of the network under their accounts and user names, regardless of whether access is gained with or without the person's knowledge and/or consent;
- Use only your own account. You may not access any other person's material, information, or files without their permission;
- Immediately notify the School District if they suspect any unauthorized use of their account. The person shall remain liable and responsible for any unauthorized use until the School District is notified of the suspected unauthorized use and has a reasonable opportunity to act upon such notice;
- Not harm or destroy in any way, the data of another user, including the uploading of, or the creation of computer viruses to any computer;
- Do not transmit, download, access or place unlawful information, any abusive, defamatory, obscene, profane, sexually explicit, threatening or illegal material on the network;

- Not use the District network to solicit sales or conduct business;
- Do not transmit copyrighted material without the express consent or authorization of the owner of the copyrights.
- Any sites that are deemed bandwidth intensive some as streaming music for streaming video or any other sites defined by the Deuel School District are not allowed for personal use.

Network Security

Security of all networks connected to the Deuel School District is a high priority. Anyone observing a security problem on the District network shall notify District personnel. Any person identified as a security risk or having a history of problems with other computer systems may be denied access to the District network. Any violation of District policy on network use may result in loss of privileges to the network or computer devices for up to 30 days. Access to the School District network may be denied, and the appropriate disciplinary action shall be applied. The School District's discipline policy shall be applied to student infractions.

The Children's Internet Protection Act (CIPA) is a federal law enacted by Congress to address concerns about access to offensive content over the Internet on school and library computers. The Deuel School District uses various resources to protect its K-12 students. The District adopted the CommonSenseMedia.org curriculum in 2011 for grades K-8. This curriculum satisfies all criteria for E-Rate compliance and is aligned to national standards for ISTE (International Society for Technology in Education), AASL (American Association of School Librarians), and the ELA (English Language Arts) Common Core. In grades 9-12, there are weekly meets for the student body focused on the use of technology and the proper use of online resources. The students in 9-12 along with their parents receive a yearly CIPA seminar in conjunction with the district's laptop rollout where students and parents can ask questions and received information on best practices.

BUS REGULATIONS

TO: THE PARENTS OF TRANSPORTED PUPILS

By the authority of the Board of Education of the Deuel School District, your child is entitled to ride the school bus provided that he or she adheres to the safety rules. In the interest of safety for all pupils riding the Deuel school buses, a pupil will be reported in writing to the principal for continued and/or willful disobedience of the below safety regulations and may be suspended from riding the bus for a period of time to be determined by the administration.

During inclement weather, it is the responsibility of you, the parent, to see that your child is properly clothed to withstand the weather conditions in case of mechanical problems with the bus.

The basic responsibilities of your child while riding the Deuel School District bus include all of the following:

1. Obey the bus driver cheerfully. (He or she is responsible for your child's safety and must be obeyed.)
2. Pupils are not allowed to:
   A. Bring candy or food items on the bus except lunches.
   B. Put arms, heads, or legs out of the window.
   C. Use any abusive or profane language.
   D. Throw any objects from the bus windows.
   E. Leave their seats while the bus is in motion.
   F. Strike, push, or otherwise abuse another pupil while riding the bus.
   G. Be excessively noisy while riding the bus.
   H. Push while standing in line to board the bus.
   I. Board or leave the bus except at their regularly scheduled bus stop without written permission from the parent.
3. No pupils will be allowed to ride the school bus unless they are registered to that particular bus unless permission has been granted by the administration.
4. Pupils are expected to enter and leave the bus in an orderly fashion.
5. Pupils are to be absolutely silent while the bus is approaching and proceeding across any railroad crossing.
6. If it is necessary to cross the road after leaving the bus, pupils are to cross ten feet in front of the bus after receiving a clear signal from the driver and all approaching traffic has stopped.
7. Pupils are to report promptly to their principal when instructed to do so by their driver.
8. Pupils shall observe classroom conduct while riding the school bus. (TREAT BUS EQUIPMENT AS YOU WOULD VALUABLE FURNITURE IN YOUR OWN HOME.) Damage to seats, windows, etc. must be paid for by the offender.

Consequences for bus infractions:

1. The first reported incident from the bus driver, transportation manager, or the principal will result in a call from the principal referring to the infraction. A verbal warning will be given.
2. The second reported incident will result in the loss of bus privileges for 5 days. The principal will contact the student and the parents/guardians.
3. The third reported incident will result in the loss of bus privileges for the remainder of the school year. The principal will again make contact to the student and the parent/guardian.

SCHOOL BUS CHANGES OR CHANGES TO AFTER SCHOOL PLANS

As part of our commitment to ensuring the safety and well-being of all students, it is essential for us to be informed of any alterations to your child's usual after-school routine. Whether your child is attending an extracurricular activity, going home with a friend, or being picked up by a different caregiver, timely communication is crucial.

We kindly request that all changes to after-school plans be communicated to the school office no later than 2:00 p.m. on the day of the change. This allows us sufficient time to update our records, inform teachers, and ensure that your child is directed to the correct destination at the end of the school day.
Failure to notify us or late notifications of after-school changes may result in confusion for your child and delays in their departure from school. Additionally, it may pose challenges for our staff in ensuring the safety and security of all students.

To notify us of any changes to your child's after-school arrangements, please contact the school office at 605-874-2161. Sending a remind message to your child's teacher by 2pm would likely be the most effective form of communication.

Parental Notification
School Health Assessments 2025-2026

From time to time during the year, health screening may be provided through a contract with the South Dakota Department of Health (DOH), which is subject to the rules and regulations of the Health Insurance Portability and Accountability Act (HIPAA). HIPAA requires that the DOH provide access to our Notices of Privacy Practices. You may view the DOH notice on our website at https://doh.sd.gov/documents/HIPAANotice.pdf
or request a printed copy by contacting us at 1-800-305-3064.

Screenings that will be provided during the 2024-2025 school year include:

- Vision Screening for students in Grades _Kindergarten, 1st, 3rd, 5th, 7th, 8th, 11th
- Hearing Screening for students in Grades Kindergarten, 1st, 2nd, 3rd, 7th, 11th
- Physical Assessments for students in Grades _Kindergarten and 5th_____
- Scoliosis Screening for girls in Grades _n/a_____
- Scoliosis Screening for boys in Grades _n/a_____

Abnormal curvature of the spine is usually first noticed at the beginning of the adolescent growth spurt. Often early detection and appropriate treatment can prevent progression. The screening procedure takes about 30 seconds and does require the student to remove his/her shirt or blouse in order that the spine can be visually observed by the Community Health Nurse.

A child **not** included in the grades/service listed above can be screened with the written consent of the parent/legal guardian.

Parents will be notified of any concerns identified during the health screenings so their child can be further evaluated by the provider of the parent's choice.

When a vision or hearing screening indicates additional testing is needed, the nurse can discuss with school personnel the possible accommodations in the classroom that can be made for the benefit of the child.

If you agree to your child's participation as indicated above, there is no need to sign or return this form to the school.

To Decline Services

_____ I agree to have my child participating in health screening, but do **NOT** want an abnormal hearing or vision screening result to be shared with school personnel

_____ I decline to have my child participate in school health screening

(Printed name of student)_____ (Printed name of parent)_____

_____
(Parent Signature)

Permission to Publish

I give permission for my photograph, picture and/or projects to be published on the website, around the community or in the classroom. I understand that my name will not be used with the published photograph, picture or project. This will help ensure my privacy.

☐ - Yes, I give permission to the school to publish photographs, pictures, and/or projects

☐ - No, I do not give permission to publish photographs, pictures and/or projects

_____	_____
Student's Printed Signature (full name)	Parent's Signature
_____	_____
Student's Teacher's Name and Grade	Date

DEUEL SCHOOL DISTRICT #19-4 MIDDLE/HIGH SCHOOL PARENT/STUDENT HANDBOOK

2025-2026

Clear Lake, South Dakota

Deuel School District
P.O. Box 770
410 5th St. W.
Clear Lake, SD 57226
Phone – 605-874-2161
Fax – 605-874-8585

Chad Schiernbeck, Superintendent
chad.schiernbeck@k12.sd.us

Middle/High School Principal
Katie.Hahn@k12.sd.us

Ellen Schmahl, Business Manager
ellen.schmahl@k12.sd.us

Deuel Middle School/High School Handbook

Mission Statement:

Empower students to become independent learners, personally accountable, and responsible citizens.

Belief Statement:

Deuel School District Believes:

Everyone in the community contributes to the education of the children in our schools.

Therefore, we are committed to:

*** Personal responsibility and accountability.**

*** Respecting others and maintaining an open line of communication in the district.**

*** Providing opportunities and resources for individual success.**

*** Maintaining and communicating high academic and professional standards**

PERSONNEL NON-DISCRIMINATION POLICY

Applicants for admission and employment, students, parents, employees, and all unions or professional organizations holding negotiated agreements with the School District are hereby notified that this District does not discriminate on the basis of race, color, national origin, sex, age, or disability in admission or access to, or treatment or employment in, its programs and activities. Furthermore, the Deuel School District abides by the *Boy Scouts of America Equal Access Act* which addresses equal access to meet on school premises or in school facilities for the Boy Scouts of America and other designated youth groups.

Any person having inquiries concerning the Deuel School District's compliance with the regulations implementing Title VI, Title IX, Americans with Disability Act or Section 504 is directed to coordinate the District's efforts to comply with the regulations implementing these regulations.

Superintendent
Deuel School District #19-4
410 Fifth Street West
P.O. Box 770
Clear Lake, SD 57226

Telephone 605-874-2161

Fax 605-874-8585

You may also contact the Section 504 Coordinator at the South Dakota Department of Education and Cultural Affairs by calling 605-773-3134 or the Regional Director, Department of Education, Office for Civil Rights, 1244 Spear Blvd. Suite 310, Denver, Colorado 80202-3582.

ANNUAL NONDISCRIMINATION NOTIFICATION

Deuel School District 19-4 Annual Public Notice Career and Technical Education

Deuel Schools Department of Career and Technical Education offers a variety of career and technical programs to all students at the middle school and high school levels. The program areas include the following.

- Ag Food and Natural Resources
- Architecture and Construction
- Business, Management and Operation
- Information Technology

Tech Prep opportunities are also available for students who are entering the workforce and/or post-secondary education through an articulation agreement with Lake Area Technical Institute. For more information about Career and Technical Education, call (605)874-2161.

The Deuel School District does not discriminate on the basis of race, color, national origin, sex, disability, or age in its programs and activities and provides equal access to the Boys Scouts and other designated youth groups. The following person has been designated to handle inquiries regarding the non-discrimination policies:

504 Coordinator-Chad Schiernbeck
PO Box 770, Clear Lake SD 57226
605-874-2161

Title IX Coordinator-~~Chad Schiernbeck~~ Katie Hahn
PO Box 770, Clear Lake SD 57226
605-874-2161

South Dakota Regional US Office for Civil Rights:

Office for Civil Rights
U.S. Department of Education
One Petticoat Lane
1010 Walnut Street, 3rd floor, Suite 320
Kansas City, MO 64106

Telephone: 816-268-0550
FAX: 816-268-0599; TDD: 800-877-8339
Email: OCR.KansasCity@ed.gov

Dear Parents and Students,

Welcome to Deuel High School for the ~~2024-2025~~ 2025-2026 school year. I am so honored to be a part of this school community, and I am really excited for the opportunities that this year will bring our students. On behalf of the Deuel School District, I want to wish everyone a year of outstanding success and look forward to working together to provide a safe and quality educational environment for all. ~~Deuel School District wishes that we all share a year of outstanding successes and that we might work together to provide a safe and quality educational environment for all.~~

I firmly believe that every student that enters our school is unique and important, and it ~~It~~ is my desire that each student avail himself/herself of all possible opportunities for personal growth and fulfillment.

It is your responsibility to become familiar with the material in this handbook. Please reach out if you have any questions as you look through it!

Let's have a great year!

MS/HS Principal

Mrs. Hahn

TEACHING STAFF

MIDDLE SCHOOL FACULTY

English	Cindy Konold
Math	Amy Tvedt
Science	Alyssa Beckius
Social Studies	Dustin Hourigan
Middle School Special Education	Rhonda Young

HIGH SCHOOL FACULTY

English	Karan Domina and Kim Eggers
Math	Sara Maaland and Lindsey Gorder
Sciences	Emily Brown and Katie Hinker
Social Studies	Issac Ronne
High School Special Education	Kea Kellen

ELECTIVES AND PK-12 FACULTY

Agriculture Education	Taylor Krause
Art	Brooke Hockett
Band	Ginger Lodmell-TeKrony
Business/Multimedia	Caleb Mack
Career Counseling	Leslie Cutshaw
Guidance Counseling	Jessica Folk & Amanda Hillesheim
Industrial Tech	Brian Tvedt
Physical Education	Lynn Gudmundson and Kris Ulmer
Technology/Personal Finance	Mike Gohring
Vocal Music	Doug Dyk

STATE GRADUATION REQUIREMENTS (HS)

Twenty-four units of credit must be attempted at Deuel High School. Seniors must accumulate a minimum of 22 credits to fulfill graduation requirements. These are in accordance with rules and regulations of the State Department of Education and the local Board of Education with exceptions as recommended by the Administration.

South Dakota Department of Education Required Curriculum

Language Arts	**4 units**
Mathematics	**3 units (must include Algebra)**
Science	**3 units (Must include Biology)**
Social Science	**3 units**
Fine Arts	**1 unit**
Personal Finance or Economics	**½ unit**
Health	**½ unit (Health Integration)**
Physical Ed.	**½ unit**
Required Electives	**1 unit of any of the following or a combination:** **Approved CTE course** **Senior Project** **World Language**

***Total Credits needed for graduation- 22 units**
***One unit equals one credit**

Opportunity Scholarship Curriculum***

Language Arts	**4 units**
Social Studies	**3 units**
Math	**4 units (Algebra I or higher)**
Science	**4 units (3 approved lab science)**
Fine Arts	**1 unit**
Economics or Personal Finance	**½ unit**
P.E.	**½ unit**
Health or Integration	**½ unit (MS Health)**
Physical Education	**½ unit**
Required Electives	**2 units of either of the following or a combination of the two:** **Approved career and technical education courses** **Modern or classical language**

**** To qualify for the Opportunity Scholarship a student must have a minimum score of a 24 on his/her ACT Exam and have NO grade below a "C" on his/her transcript to receive the monetary award**

Regents Scholar Curriculum

Language Arts	**4 units**
Math	**4 units (Algebra I or higher)**
Science	**4 units (3 approved lab science)**
Social Studies	**3 units**
Modern or Classical Language	**2 units (consecutive)**
Fine Arts	**1 unit**

****Student must have a 2.0 on a 4.0 scale on all coursework and maintain a "B" 3.0 on 4.0 scale throughout HS**

*****REGENT SCHOLAR – It is the Deuel School District's goal that all our students will strive to complete the Regent Scholar curriculum. Students who successfully complete the Regent Scholar curriculum automatically qualify for entry into any of the six state funded universities.**

STUDENT GRADUATION REQUIREMENTS (HS)

1. Seniors must have attempted 24 credits, and accumulate a minimum of 22 credits to fulfill graduation requirements.
   ***No more than one credit may be earned as an aide.
2. If students do not have the required amount of credits to advance to next grade level, they will be listed according to the number of credits they have earned. For example: if a junior did not pick up enough credits throughout the year to qualify for senior status, that student will be listed as a junior next year.

3. Any subject offered to students of lower grade level may be taken by a student of a higher grade level by securing permission of the principal.
4. Courses must be completed or no credit will be received.
5. ~~Any senior who fails to meet the requirements for graduation will not be allowed to participate in the graduation ceremonies.~~ (moved to next section)

GRADUATION CEREMONY (New Section)

Participation in commencement is reserved for those students who meet the requirements put forth by the state department of education and the local school board. Any senior who fails to meet the requirements for graduation will not be allowed to participate in the graduation ceremonies. They may still receive their diploma once their requirements are met.

Deuel School does not issue diplomas to homeschool students; each homeschool is expected to issue its own diploma to its students. Students who enter the Deuel School District for their senior year from a homeschool setting may participate in the graduation ceremony if they are enrolled in at least three classes per semester during the academic year in which they will graduate and will meet the state graduation requirements. Participation includes walking with the class and being recognized for attendance.

Foreign Exchange students will be allowed to participate in commencement and will receive a certificate of attendance in place of a diploma.

Any senior student involved in vandalism, destruction of property, or inappropriate behavior directed towards the school building, grounds, or staff, may not be allowed to participate in the graduation ceremony.

HIGH SCHOOL REQUIRED COURSES (HS)

9th Grade	English Language Arts 9, Algebra I, Physical Science, Geography, Leadership and Service, 9th English Literature & Physical Education
10th Grade	English Language Arts 10/Speech, Geometry, Biology, World History & Physical Education II
11th Grade	American Lit I & II, U.S History
12th Grade	Brit Lit I, Government, Personal Finance, Senior Capstone Experience

It is expected that students will have basic keyboarding skills and have had experience in using the Internet. These expectations may be met by high school course work or demonstrated by some other means.

GRADING SCALE (HS) (Needs formatting)

~~In order to~~ To maintain an equitable reporting system, it is essential that teachers at all levels use a similar grading scale. The following scale shall be used for determining grades on a percentage basis:

Letter	Percent	GPA	Letter	Percent	GPA	Dual/AP GPA
~~A~~	~~100-92~~	~~4.0~~	A+	99.5	4.0	
~~B~~	~~91-83~~	~~3.0~~	A	93.5	4.0	4.2
~~C~~	~~82-74~~	~~2.0~~	A-	91.5	3.67	
~~D~~	~~73-65~~	~~1.0~~	B+	89.5	3.33	
~~F~~	~~64 and below~~	~~0.0~~	B	84.5	3.0	3.15
			B-	82.5	2.67	
			C+	80.5	2.33	
			C	75.5	2.0	2.1
			C-	73.5	1.67	
			D+	71.5	1.33	
			D	66.5	1.0	1.05

D-	64.5	.067
F	64 and below	0.0

Dual credit classes are assigned letter grades according to the institution's grading policy. Dual credit courses are weighted at 1.05%.

SCHOLASTIC HONOR ROLL (MS and HS)

For those students who have displayed academic excellence, an honor roll listing their names will be published at the conclusion of each semester. Requirements for the Honor Roll are as follows:

1. 4.00 or higher in all classes for that semester
2. 3.5 and up to 3.99
3. 3.0 and up to 3.49

~~Grades received by students in music, P.E., and aide positions will not be counted towards honor roll points. However, students taking band or chorus all four years of high school will have grades counted towards honor roll points in their senior year.~~ Students receiving a D or F for a subject will automatically be disallowed.

VALEDICTORIAN (HS)

The senior student with the highest cumulative GPA and has followed the coursework that would qualify them for the Opportunity Scholarship throughout their high school career will be chosen as valedictorian. In the event of a tie in GPA, the student with the highest ACT composite score will be chosen as valedictorian.

PROGRESS REPORTS/REPORT CARDS (MS and HS)

Report cards will be distributed approximately one week after the end of each semester grading period.

ADVANCED PLACEMENT (HS)

The Advance Placement (AP) Program is a cooperative educational endeavor between secondary schools and colleges and universities. AP allows students to get a head start on college level coursework in high school with the opportunity to earn college credit in the process.
*Students must take and pass the AP exam ~~in order to~~ to receive college credit.

DISTANCE LEARNING POLICY (HS)

Distance Learning is a means for school districts to provide courses that normally would not be offered because of low enrollment or other constraints.

Students currently have the option of enrolling in courses through Northern State University E-Learning Center, Apex Learning, South Dakota Virtual School, BHSU, SDSU, DSU, USD, NSU and all state technical schools. Students must communicate their desire to take these courses during registration in the spring. Students will be given information regarding these organizations prior to registering for classes.

NSU E-learning classes are two-way interactive video or online format class and are offered free of charge to students who are accepted through a registration process. The school will purchase any required materials provided that the student complete the course and follow the behavior policy. Any student who fails to complete the course or is removed from the class for disciplinary reasons will be required to pay for any material purchased by the school for said class.

South Dakota Virtual School is a clearinghouse of courses offered by various School Districts across the state. The cost of these courses vary by course and sending district. All costs associated with these courses are born by the student.

Course offered by State or Private Universities or Technical Schools have a variety of delivery methods and must be approved by administration and all costs are the responsibility of the student.

***Deuel school will accept credit given by the above listed, and it will count toward graduation from Deuel School. Permission to replace a class provided by Deuel School with a class from any State University or Tech School, APEX, SILDL, or DIAL must be approved by the Principal prior to registering for the class.
Students who register for classes from NSU will be allowed to drop prior to the class beginning providing no materials for the course have been purchased by the District.

Because of the uniqueness of Distance Learning, certain standards are expected of the students enrolling in these courses. This policy is intended to make both the students and parents aware of the standards expected of them when enrolling in such courses.

Freshman
-students will not be allowed to take an online course unless provided support from classroom teacher directly

Sophomores
-students will be allowed to take an online course with teacher or principal permission only based on specific situation.

Juniors
-students must maintain class pace, complete all assignments by posted deadline

Seniors
-students must maintain class pace, complete all assignments by posted deadline

Dual Credit Policy: (HS)
All students enrolled in dual credits must maintain class pace and complete all assignments by posted deadlines. They will be required to ~~check in weekly for staff to monitor progress and complete a grade check~~ show their current grade to high school office staff on the first school day of each week to monitor progress. Students who do not complete their grade check can be assigned a consequence at the discretion of the office. Students must be passing all dual credit classes to be eligible for extracurricular activities and senior privileges. Junior and senior students must meet the following requirements to be eligible to sign up for dual credit classes.

Juniors (Must meet ONE of the following requirements)
-no less than a 3.5 cumulative GPA
-earn an ACT composite score of 24
-be in upper one-third of class rank
-earn a qualifying score on the Accuplacer
-must follow all established guidelines and requirements
****Juniors are allowed to take up to two dual credit courses each semester; an exception in rare cases can be made by administration**

Seniors (Must meet ONE of the following requirements)
-no less than a 3.25 cumulative GPA
-be in upper one-third of class rank
-earn an ACT composite score of 21
-earn a qualifying score on the Accuplacer
-must follow all established guidelines and requirements

****Seniors are allowed to take up to three dual credit courses each semester; an exception in rare cases can be made by administration**

**Note: The school calendar of the originating site will determine which days are in session. If the class meets on days Deuel Public Schools is not in session, class attendance is still required.

Procedure for noncompliance of guidelines in the Online classes:

1. When a student falls behind established pace guidelines:
    a. Meeting with Principal
2. When a student falls more than 10% behind established guidelines
    a. Meeting with Principal and Parents
3. When a student falls more than 20% behind established guidelines
    a. Student will be removed from class and deposit will not be returned

LATE WORK POLICY/BEST PRACTICES PROCEEDURE (MS and HS)

The policy will operate under the following premises:

- All assignments will be completed.
- Deadlines set by the teacher will have to be met to avoid grade deduction. Assignments not turned in by the deadline and turned in the following week will receive a 50% reduction in grade. No credit will be given to assignments turned in after the conclusion of the chapter/unit.
- Parent contacts may be made when students have a D or F as a standing grade (MS and HS).
- Parents will be contacted with weekly emails explaining student/teacher pace (MS).

EXTRA-HELP FRIDAYS (MS and HS)

The Deuel School District will hold extra-help sessions on Fridays in which regular school classes are not in session. The extra-help sessions are designed to help students pass academic programs and an opportunity to have 1 to 1 time with classroom instructors. Students that choose not to attend are forfeiting an opportunity to improve and correct deficiencies. The District strongly encourages taking full advantage of this service.
***All students, regardless of current letter grade, ~~have the opportunity to~~ are encouraged to take advantage of the Help Sessions

TEXTBOOK (MS and HS)

All text and reference books are loaned to students without charge. ~~Lost books must be paid for and fines will be charged for damage to books.~~ Lost books and damaged books will result in a fine. Fines will be assessed as follows: 0-2 years - 50%; 3-4 years - 30% and 5 years or more - 15%. All textbooks will be evaluated by the teacher and student at the beginning and the end of the year to assess damages properly. The writing of obscenities in books will be treated as destroying the book and the student will be assessed the cost of replacing it.

VISITOR POLICY (MS and HS)

Please use the high school entrance when visiting the school. Entrances will always remain locked for security purposes. All visitors will be required to check into the office when entering the school and if visiting a classroom, will be asked to fill out a classroom visitor form. The office will provide the visitor with a visitor badge if they must be in the hallways or a classroom.

ABSENCE AND ATTENDANCE POLICY (MS and HS)

Regular attendance is essential to a student's success in school. Scholastic achievement is often directly related to attendance, so it is vital that students attend regularly. South Dakota Law gives the responsibility for regular attendance to students and parents. Parental support of regular attendance is expected.

Parents are asked to call the school before 9:00 am each day that a student is absent. If parents do not call, the school will attempt to contact the parent. If the school cannot reach the parent during the day of absence, the absence will be unexcused. Students who arrive at class fifteen or more minutes last will be counted absent unexcused for that class period. Parents who are taking their child on an extended trip must call before leaving to excuse their child for the duration of the trip. Students must check out at the MS/HS principal's office when leaving during the day or the absence will be unexcused.

Completion of missed work is the responsibility of the student. The student will have two full days for each full day of excused absence, maximum of six full days, to complete work missed unless arrangements have been made with the individual classroom instructor. Please note that Fridays count as one of the six days providing staff are in session. Should the pattern of attendance persist the District may choose to remove credit for those classes.

GUIDELINES FOR EXCUSED AND UNEXCUSED ABSENCES
School officials have the final decision in all situations.

Exempt Absences – DO NOT COUNT AGAINST STUDENT ATTENDANCE:

School-sponsored activities (school sports, school activities)
Doctor/Dentist appointments verified by a doctor's office note
Funerals/Religious observations
Court appointment
College Visit – Junior or Senior year only (Must have documentation of visit)

Excused Absences – WILL COUNT AGAINST STUDENT ATTENDANCE

Parent request
Personal illness or accident
Weather related absences
Suspension from school
Death, serious illness, or injury within the immediate family/household/close friends
Family vacations for multiple days (will count as 1 absence if the school is notified in advance and the necessary work is completed before trip)
Other compelling situations which are approved by the administration

Unexcused Absences – WILL COUNT AGAINST STUDENT ATTENDANCE

Absences without permission from parent, guardian, or school official
Examples of absences which may not be excused by school officials unless there are extenuating circumstances include, but are not limited to:

- Oversleeping
- Missing class to prepare for another class or activity
- Failure to check out in the office before leaving during the school day

CONSEQUENCES FOR EXCESSIVE ABSENCES EXCUSED AND/OR UNEXCUSED

School ~~C~~consequences for chronic absenteeism center around communication with parents. Notification of chronic absenteeism will occur as per the following policy:

- 7 Excused and/or Unexcused Absences: Notification to parents via letter of attendance policy.
- 10 Excused and/or Unexcused Absences: Notification to parents via letter when students have missed 10 times in one or more classes.

- 12 Excused and/or Unexcused Absences: Notification to parents via letter when students have missed 12 times in one or more classes. If student has missed 12 or more days within a semester of school, the ~~School Resource Officer~~ Deuel County Sheriff may/will write a truancy ticket for excessive absences.

TEMPORARY ~~EXLUSION~~ EXCLUSION RECOMMENDATIONS FOR ILLNESS IN THE SCHOOL SETTING (MS and HS)

A. Chicken pox (Varicella): exclude until all lesions have dried and crusted or, in immunized children without crusts, until no new lesions appear within a 24-hour period.

B. COVID-19: exclude based on current CDC and SD Department of Health guidance, see doh.sd.gov.

C. Diarrheal diseases: exclude while symptomatic only if person is unable to practice independent hygiene.

D. Haemophilus influenzae type B, invasive (Hib): exclude until after the child has been cleared by a physician.

E. HIV, Hepatitis B, Hepatitis C, and other bloodborne diseases: generally no exclusion; considerations may exist if there is potential for bloodborne exposure. Consult healthcare provider for guidance.

F. Hepatitis A: exclude until one week after onset of illness.

G. Influenza and Influenza-like illness: exclude until fever has been absent for 24 hours in an unmedicated state. Additional exclusions may be necessary for documented novel strain or pandemic influenza based on SD Department of Health and CDC guidance.

H. Measles: exclude until four days after onset of rash.

I. Meningococcal disease (Neisseria meningitidis): exclude until after 24 hours of antibiotic treatment.

J. Methicillin-resistant Staphylococcus aureus (MRSA): exclude only if confirmed MRSA is present from a wound in which drainage is occurring and cannot be covered and contained.

K. Mumps: exclude until five days after the onset of parotid gland swelling.

L. Pertussis (Whooping cough): exclude until completion of 5 days of appropriate antibiotic treatment. If appropriate antibiotic treatment is not received, exclude until 21 days after onset of cough.

M. Hand Foot and Mouth: The child should stay home from school or childcare until he or she has no fever for 24 hours and the mouth sores and open blisters have healed. Sores on the palms of the hands and soles of the feet rarely blister. Children can be in school/daycare with those sores as they may take weeks to resolve. However, if the child has blisters, anywhere on the body, the blisters need to be healing and crusted over before returning to school/daycare.

N. Pink eye, head lice, ringworm, herpes gladiatorum, molluscum contagiosum, and skin rashes without fever: generally no exclusion; special considerations may exist. Consult healthcare provider for guidance.

a. Pink Eye:
Bacterial: Thick, sticky, white/yellowish discharge from eye(s). Child needs to be seen in the clinic. Child has to be on antibiotic drops for 24 hours before returning to school.
Viral: watery red eyes. Child can be in school as long as they don't have a fever and are feeling well otherwise.
Allergic: no need to stay home from school.

b. Ringworm:

Children with ringworm can return to school the day they start treatment for ringworm. In it is on the scalp, they need to remain out of school for 24 hours after treatments has been started. Any child with ringworm should not participate in gym or other close contact activities that are likely to expose others until 72 hours after treatment has begun or until lesions can be completely covered.

c. Head Lice:

Based on the recommendations of the National Association of School Nurses, the American Academy of Pediatrics, the Centers for Disease Control, and the State Department of Health the following are guidelines for managing head lice in the school setting:

- Teachers and/or parents may request that a student be checked for lice, based on excessive head scratching, student report of a "crawling" feeling, or observation of suspected lice and/or eggs.

ii. The student should be screened by the school nurse

iii. Students with live lice should be allowed to remain in the classroom until the end of the day but should be discouraged from close head to head contact with other students.

iv. In some situations students may be sent home. Sending a student home is determined on an individual basis. Common sense should prevail when deciding how contagious an individual child may be (a child with hundreds of live lice vs. a child with 2 live lice).

v. Parent/guardian should be informed of the findings either by phone or note. Information on head lice and treatment should be provided to the parent/guardian. It is expected that parent/guardian will treat the child before sending them back to school. Head Lice Information can be found on the District website under Health Services.

vi. The student may return to school the next day. The nurse or designated staff will determine if a student has been treated based on parent/guardian report and visual inspection.

vii. Non-compliant cases require the use of good nursing judgment that does not punish the child.

viii. Classroom checks and letters informing parents of head lice may be done in the case of an outbreak and at the discretion of the school nurse.

ix. The school nurse is the best person to provide education and guidance for head lice management.

O. Rubella: exclude until seven days after onset of rash.

P. Scabies: exclude until after treatment has started.

Q. Shingles (Herpes zoster): generally no exclusion if lesions can be covered. If lesions cannot be covered, exclude until rash or lesions have crusted over.

R. Strep throat and Streptococcal skin infections: exclude until after 12 hours of antibiotic treatment.

S. Tuberculosis: exclude until a physician, concurring with the SD Department of Health, states the child is not infectious.

With any illness, students must be fever free for 24 hours in an unmedicated state before returning to school.

PETS: (MS & HS)

The school district tries very hard to keep student bodies safe. After consulting with professionals certified in public and food safety, pets are not allowed in school.

DISCIPLINE (MS and HS)

It is the objective of the Deuel School District to recognize, preserve and protect the individual rights of all students, and at the same time encourage and enforce the exercise of these rights within the necessary framework of an orderly, efficient and continuing school program. Therefore, discipline and structure are necessary standards for the maintenance of an atmosphere where orderly learning is possible and encouraged.
The administration will enforce the district discipline policy unless unusual circumstances exist which can be more properly handled by other actions. Parent(s) or guardian will be notified for disciplinary actions involving out of school suspension. Parents will also be notified when law enforcement is involved except in cases of child abuse and/or sexual abuse.

GENERAL CONDUCT (MS and HS)

The issues addressed are general rules of the school, which are important procedures toward establishing an environment conducive to learning.

1. Students will ~~not be at a locker during class time~~ stay in the classroom during class time, unless it is an emergency.
2. Hats, caps, stocking hats, blankets, and hoods will be removed and put away when in the building.
3. Passes will be used ~~and times will be written on them~~ to ensure timely passage in the halls during class.
4. Students will ~~not use foul language~~ use acceptable language at all times.
5. Students will ~~not demonstrate inappropriate, disruptive behavior~~ demonstrate appropriate behavior at all times. This includes public displays of affection.
6. Students will show proper respect to peers and to employees of the Deuel School District.
7. Students will dress appropriately for a school setting (see section on Dress Code).

CONSEQUENCES (MS and HS)

Realizing that discipline is essential to the normal operation of the school, any or all of the following steps may be taken to help students who have demonstrated misbehavior:

1. Counseling
2. Parental Conference
3. Contracts
4. Detention
5. Suspension from class
6. In-school suspension
7. Out-of-school suspension
8. Expulsion

Understand that steps taken will depend on the nature of misbehavior, a student's past record, and more importantly, the school official's opinion as to what is necessary to ensure appropriate behavior by this particular student.

Definitions:

Detention: a form of discipline that detains a student outside of the normal school hours. Students involved in activities may miss the activity to fulfill detention requirements. Detention can be spent before school, over the lunch hour, and/or after school. A student who misses detention will have additional consequences assigned. Students serving detention will not be allowed to talk and should have homework to work on. No phone usage is allowed.

In-School Suspension (ISS): a temporary denial of a student to participate in any instructional or school activity for a period of time as determined by administration. Students will serve ISS in the office area. Students will be expected to make up all work missed during their time in ISS and will receive the full grade earned for the work completed. All make-up work given to the student on ISS will be due when the student returns to the classroom. No headphones or cell phones will be allowed during ISS. ISS may be served on Fridays or at the Principals' discretion.

Out – of -School Suspension (OSS): a temporary denial of a student to participate in any instructional or school activity for a period of time as determined by administration. Students will be expected to make up work missed and will receive the full grade earned for the work completed. All make-up work given to the student on OSS will be due when the student returns to the classroom. Students are not allowed to attend or participate in any extra-curricular or co-curricular activity including practices that day.

Expulsion: Denial of a student to participate in any instructional or school activity on or off school property for a period of time as determined by the school board.

Progressive Discipline Chart

(Guidelines only, administration reserves the right to modify consequences)

Class 1 – Attendance (Per Quarter)	1st Offense	2nd Offense	3rd Offense	Habitual Disobedience
Tardy to School or Class	Warning and Recorded	Warning and Recorded	Detention and/or Parent Contact	Detention and/or ISS (1 Day) and Parent Contact
Skipping Detention/Leaving the Building w/o permission	1 Additional Detention	2 Additional Detentions	ISS (1 Day)	ISS (2 – 5 Day)
Class 2 – Behavior (per year)	1st Offense	2nd Offense	3rd Offense	Habitual Disobedience
Cell Phone/Electronic Device Violation	Confiscated (picked up in classroom/office at the end of the day)	Confiscated (picked up in office at the end of the day)	Confiscated (held in office until a parent/guardian picks it up), Detention	ISS (1 Day)
Insubordination: Behavior that is disruptive, disrespectful, or interferes with teaching and learning	Detention	Additional Detentions	ISS (1 Day)	ISS (2 – 5 Days)
Technology Violation (Acceptable Use Policy)	Warning and Recorded	Detention	Detention (technology access limited for a period of time)	ISS (1 Day) (technology access limited for a period of time)
Class 3 – Safety (Per Year)	1st Offense	2nd Offense	3rd Offense	Habitual Disobedience
Aggressive/Disrespectful/Offensive Language, Obscene Gesture/Drawings,	ISS/OSS (# based on severity of offense)	ISS/OSS (# based on severity of offense)	ISS/OSS (# based on severity of offense)	Long Term Suspension
Harassment, Bullying, Intimidation, Racial Slurs	ISS/OSS (# based on severity of offense)	ISS/OSS (# based on severity of offense)	ISS/OSS (# based on severity of offense)	Long Term Suspension
Physical Aggression, Threatening Behavior/Words/Communication	ISS/OSS (# based on severity of offense)	ISS/OSS (# based on severity of offense)	ISS/OSS (# based on severity of offense)	Long Term Suspension
Class 4 – Illegal (Per High School Career)	1st Offense	2nd Offense	3rd Offense	Habitual Disobedience
Theft	ISS (# based on severity of offense), Police Referral, Restitution	OSS (# based on severity of offense), Police Referral, Restitution	OSS (# based on severity of offense), Police Referral, Restitution	Long Term Suspension, Police Referral, Restitution
Smoking/Tobacco/Vaping	ISS (# based on severity of offense)	ISS/OSS (# based on severity of offense)	Long Term Suspension	
Destruction of School Property/Vandalism/Trespassing	ISS/OSS (# based on severity of offense)	OSS (# based on severity of offense)	Long Term Suspension	
Alcohol, Drugs, or Mood Altering Substances (using, under the influence, or possession including paraphernalia)	OSS (# based on severity of offense, suggested 5 days)	OSS (# based on severity of offense, suggested 10 days)	Long Term Suspension	
Drugs/Alcohol – Possession of an amount that suggests distribution	Long Term Suspension			

ELECTRONIC COMMUNICATION DEVICES (MS and HS)

All electronic communication device policies are handled by the classroom teacher, and individual classroom rules will apply. Repeat offenders may be subject to grade deductions, detention, and possible in-school suspension. Students are allowed to use electronic communication devices in the hallways and during lunch periods. Students who use the electronic communication devices improperly are subject to having them confiscated by teachers and/or administration.

CHEATING OR PLAGIARISM (MS and HS)

Cheating or plagiarism will not be tolerated at the Middle or High school levels. Any student caught cheating or plagiarizing on a test or an assignment will receive a zero for that test or assignment. In addition to the zero score, students in possession of materials belonging to the teacher, the school, or another student, without the permission of those agents will be disciplined according to the ~~D~~discipline policy. The use of Artificial Intelligence (AI) tools in completing assignments or tests may result in receiving a zero for that assignment or test.

DRESS CODE/PERSONAL HYGEINE (MS and HS)

The Board recognizes that it is the prerogative of parents to determine what is appropriate dress and grooming for their children in accordance with the age and grade of these students. It is hoped that decisions made by parents and students in these matters will reflect favorably upon the individual, the school, and the community.

There are certain restrictions necessary on a student's dress and grooming when such dress and grooming may create a health or safety hazard; invade the rights of others; or, be disruptive to the educational environment by detracting from the decency and decorum in school. It will be the responsibility of the building principal to determine violations of the intent to this policy and to take necessary corrective action.

BULLYING & HARASSMENT (MS and HS)

The District is committed to maintaining a constructive, safe, and bullying-free school climate that is conducive to all students' educational opportunities and which fosters an environment in which all students are treated with respect and dignity. Bullying can inhibit a student's educational opportunities and may also have long-term negative effects on a student. Bullying of students shall not be tolerated and is strictly prohibited. Bullying of students from other schools who are at a District activity, parents, school employees, guests, visitors, volunteers and vendors of the District shall also not be tolerated and is strictly prohibited.

This policy shall not be interpreted or applied to prohibit civil exchange of opinions or debate protected under the state or federal constitutions if the opinion expressed does not otherwise materially or substantially disrupt the education process or intrude upon the rights of others. However, conduct which substantially interferes with the work of the school, causes material and substantial interference with schoolwork and discipline, and might reasonably have led school authorities to forecast substantial disruption of or material interference with school activities is not constitutionally protected speech and is therefore prohibited under this policy.

All students, parents, employees, guests, visitors, volunteers and vendors shall conduct themselves in a civil and responsible manner and in a manner consistent with school policies related to student, parent, employee and visitor conduct. This policy prohibiting bullying shall apply to all students, parents, employees, guests, visitors, volunteers and vendors while on school property, while attending or participating in school activities, on school-owned property or on non-school property, while in any school-owned or leased vehicle, while at a school bus stop, or when in a private vehicle located on school property during school or during school activities.

The District shall investigate all reported instances involving bullying. Unless a different person is designated by the Superintendent to conduct the investigation, the Principal of the school attendance center where the bullying is alleged to have occurred is responsible for investigating the alleged bullying. Allegations of bullying may also be reported by the administration to other authorities, including but not limited to law enforcement.

Students who violate this policy shall be subject to appropriate disciplinary action, up to and including expulsion. Employees who violate this policy shall be subject to appropriate disciplinary action, up to and including termination of employment. Parents, guests, visitors, volunteers, and vendors who violate this policy may be prohibited from being on school property.

Pursuant to state law:

A. any school district employee, school volunteer, student, or parent who promptly reports in good faith an act of bullying to the appropriate school district official as designated in the school district's policy, and who makes the report in compliance with the provisions of the school district's policy, is immune from any cause of action for damages arising from failure to remedy the reported incident, and
B. no cause of action is created against the school district, school district employee, school volunteer, student, or parent unless there has been substantial noncompliance with the school district's policy which results in injury to a person.

The District will maintain confidentiality to the maximum extent possible under the circumstances. However, a person reporting bullying conduct must understand that should the administrator who is investigating the report determine there is reasonable cause to suspect that bullying did occur which could result in administrative discipline or a referral to the School Board, the person alleged to have abused the other person may have the right to know the identity of the person(s) making the report in order that he/ she may have an opportunity to defend himself/herself. The District strictly prohibits retaliation against any person because he or she has made a report, testified, assisted, or participated in the investigation of a report of alleged bullying. Retaliation includes, but is not limited to, any form of verbal or physical reprisal or adverse pressure. The person(s) alleged to have bullied another person shall not directly or indirectly (such as through another person) harass, pressure, or retaliate against any other person because of the complaint being reported. A violation of this provision may lead to separate disciplinary action based on the retaliation. Any person who believes he or she is being subjected to retaliation because of his or her involvement with a bullying report should immediately contact a school administrator**.**

Complaints against school employees and complaints related to Sexual Harassment are addressed through other school district policies and not through this policy.

SECTION 2 – Bullying Defined

A. Bullying is an intentional isolated act or pattern of repeated conduct toward another person that is sufficiently severe and offensive to a reasonable person, and
    1. has the purpose or effect of creating an intimidating, hostile or offensive school environment for one or more students, parents, employees, guests, visitors, volunteers or vendors, and/or
    2. has the purpose or effect of substantially or unreasonably interfering with a student's educational opportunities (i.e., academic, co-curricular activities, extra-curricular activities, and social opportunities, etc. within the school environment), employee's and volunteer's work environment or performance, or access by parents, guests, visitors or vendors, and/or
    3. places a person in reasonable fear of harm to his or her person or damage to his or her property, and/or
    4. causes physical hurt or psychological distress to a person, and/or
    5. constitutes retaliation against any person for asserting or alleging an act of bullying, and/or
    6. disrupts the orderly operation of a school.
B. Bullying conduct includes threats, intimidation, physical violence, theft, destruction of property, hazing, stalking (SDCL 22-19A-1), harassment (SDCL 22-19A-4), and threatening or harassing contact by telephone or other communication devices, commonly referred to as cyberbullying (SDCL 49-31-31). Neither the physical location nor the time of day of any incident involving the use of computers or other electronic

devices is a defense to any disciplinary action taken by the School District for conduct determined to meet the definition of bullying in SDCL 13-32-15.

1. Hazing defined: any verbal or physical act or acts done on school property or at a school activity which directed toward another person and done for the purpose of initiation into any group, regardless of whether the group is a school sanctioned organization, when the act or acts causes or may create a reasonable risk of causing mental, emotional or physical harm to the person who is the recipient of the act or acts.
2. Stalking defined: willfully, maliciously, and repeatedly following or harassing another person; making a credible threat to another person with the intent to place that person in reasonable fear of death or great bodily injury; or willfully, maliciously, and repeatedly harassing another person by means of any verbal, electronic, digital media, mechanical, telegraphic, or written communication.
3. Harass defined: a knowing and willful course of conduct directed at a specific person which seriously alarms, annoys, or harasses the person, and which serves no legitimate purpose.
4. Threatening or harassing contacts by telephone or other electronic communication device defined: using or knowingly permitting a telephone or other electronic communication device under his or her control for any of the following purposes:
   (1) to contact another person with intent to terrorize, intimidate, threaten, harass or annoy such person by using obscene or lewd language or by suggesting a lewd or lascivious act,
   (2) to contact another person with intent to threaten to inflict physical harm or injury to any person or property,
   (3) to contact another person with intent to extort money or other things of value,
   (4) to contact another person with intent to disturb that person by repeated anonymous telephone calls or intentionally failing to replace the receiver or disengage the telephone connection.

SECTION 3 – Reporting Procedure

Any individual who believes that he or she has been or is being subjected to bullying or has reason to suspect another person has been or is being subjected to bullying should immediately report it to a teacher or school administrator. The report may be made verbally or in writing. A report may be made anonymously, although disciplinary action may not be based solely on an anonymous report. If disciplinary action is being requested, the individual reporting the bullying will be asked to either submit a signed written complaint or sign a completed Bullying Report Form, Exhibit JFCD-E(1), verifying the accuracy of its content. The written complaint or Bullying Report Form must include the following:

- the date the written complaint was filed or the Bullying Report Form was completed,
- the school employee receiving the complaint (if applicable),
- the name of the person reporting the bullying,
- the address/phone # of the person reporting the bullying,
- the specific conduct or nature of the bullying complaint including the person(s) alleged to have bullied the complaining party or another person, the date(s) and location where the conduct occurred, witnesses, etc.,
- the date the school employee completed the form (if applicable),
- the date and signature of the person reporting the bullying.

If the signed written complaint was given to a teacher, or if the Bullying Report Form was completed by a teacher, the teacher shall forward the complaint or Bullying Report Form to the teacher's building principal.

SECTION 4 – Procedure for Addressing Bullying Complaints

STEP 1: Principal.

Should there be a report which alleges a District student, parent, employee, guest, visitor, volunteer or vendor has been subjected to bullying, an investigation into the alleged bullying will be initiated. The District's investigation may include, but is not limited to, such things as interviewing individuals with actual or possible knowledge regarding the conduct in question, identifying facts related to the conduct in question, identifying when and over what period of time the conduct is to have occurred, determining whether the conduct negatively affects the educational opportunities or employment condition of the victim, identifying prior history of a similar nature by

any of the individuals involved, and attempting to obtain possible verification from other persons. The investigation shall be conducted promptly and completed in a reasonable time frame given the nature of the complaint.

The person alleged to have bullied another person will be notified that a complaint has been filed pursuant to this policy and that the complaint is being investigated. The name of the person making the complaint will not be disclosed to the person alleged to have violated this policy unless and until the investigation results in a determination that there is reasonable cause to suspect that bullying did occur.

Upon reasonable suspicion by the school administrator responsible for the investigation that the allegation of bullying may be true, the employee, student or other person accused of bullying conduct shall be notified in writing that reasonable suspicion exists that the complaint may be valid, including a statement of the facts supporting the determination that reasonable suspicion exists, and the name of the alleged victim.
The person alleged to have bullied another person in violation of this policy shall be afforded an opportunity to respond to the allegation of bullying but is not required to submit a response.

Pending the outcome of the investigation the school administrator responsible for conducting the investigation may take such action consistent with school policy and state law as deemed appropriate in order to facilitate the investigation and protect the rights of all persons involved. If there is reasonable suspicion to believe that a person bullied another person while at school or at a school activity on non-school property in violation of this policy, the administration may prohibit that person from being on school property or at school activities.

At the conclusion of the investigation, the Principal shall make a determination as to whether bullying did occur or whether the facts are insufficient to determine that a determination that bullying occurred. The complainant and the person alleged to have bullied another person will receive written notice of the Principal's determination. Should the Principal conclude that bullying did occur, the Principal shall take such action as deemed appropriate, which may include imposing disciplinary consequences on the person found to have violated this policy prohibiting bullying.

STEP 2: Appeal to the Superintendent

The following procedure shall be used to address an appeal of the Principal's decision in Step 1 to the Superintendent:

1. If either party is not satisfied with the Principal's decision, or if the Principal does not render a written decision within fourteen (14) calendar days of the request for a decision on the merits of the complaint, that party may appeal to the Superintendent by filing form JFCD-E(2). The appeal must be filed within ten (10) calendar days of receipt of the Principal's written decision, or ten (10) days of the deadline for the Principal's written decision, whichever comes first. The appealing party must attach the Principal's written decision.
2. Within fourteen (14) calendar days from the date the appeal was filed, the Superintendent shall render a decision in writing. All parties shall receive copies of the decision. The Superintendent shall uphold, reverse, modify the principal's decision, or the Superintendent may refer the matter back to the Principal for further investigation and supplemental decision which decision may restate, modify or reverse the Principal's initial decision. A supplemental decision by the Principal after a referral back to the Principal is subject to appeal to the Superintendent. The time frame for rendering a decision by the Superintendent may be extended by the Superintendent for good cause and upon written notification to all parties, which notification shall identify the reason for the extension and the date on or before which the decision shall be rendered.

STEP 3: Appeal to the Board

If either party is not satisfied with the Superintendent's decision, or if the Superintendent does not render a written decision within fourteen (14) calendar days of the receipt of the appeal, that party may appeal to the School Board by filing with the Business Manager using Form JFCD-E(3) within ten (10) calendar days of receipt of the Superintendent's written decision, or ten (10) days of the deadline for the Superintendent's written

decision, whichever comes first. The appeal shall be in writing and the appealing party must attach to the appeal the Principal's written decision, the appeal to the Superintendent, and the Superintendent's written decision or notice of the Superintendent's failure to render a written decision.

The following procedure shall be used by the Board to address an appeal of the Superintendent's decision on the merits related to a bullying complaint:

1. Upon receipt by the Board President/Chairperson of an appeal by the Complainant, a copy of the appeal shall be given to the person alleged to have violated the bullying policy.
2. Upon receipt of an appeal, the Board shall at its next meeting schedule a date, time and location for the appeal hearing.
3. The following procedure shall be applicable at the appeal hearing before the Board:
   A. The Board shall appoint a board member or a person who is not an employee of the school district as the hearing officer;
   B. Within thirty (30) calendar days of an appeal being filed with the Board, the Board shall conduct a hearing in executive session;
   C. The Complainant, person alleged to have violated the bullying policy, and Superintendent each have the right to be represented at the hearing;
   D. The Board shall make a verbatim record of the hearing by means of an electronic or mechanical device or by court reporter. This record and any exhibits must be sealed and must remain with the hearing officer until the appeal process has been completed;
   E. The issue on appeal is whether the Superintendent's decision should be upheld, reversed or modified;
   F. All parties shall be given the opportunity to make an opening statement, with the appealing party being given the first opportunity, followed by the other party, and then the Superintendent;
   G. The appealing party shall present his or her case first, and the other party shall then present his or her case. Both parties shall have the opportunity to ask questions of the other's witnesses. The hearing officer and board members may ask questions of any witness;
   H. The Superintendent shall present the basis of his/her decision which led to the appeal. Both parties shall have the opportunity to ask the Superintendent questions. The hearing officer and board members may also ask questions of the Superintendent;
   I. Unless a witness is a party to the appeal, witnesses may be present only when testifying unless the hearing officer rules otherwise. All witnesses must take an oath or affirmation administered by the School Board president, hearing officer or other person authorized by law to take oaths and affirmations;
   J. The hearing officer shall admit all relevant evidence. The hearing officer may limit unproductive or repetitious evidence. The strict rules of evidence do not apply. Moran v. Rapid City Area School Dist., 281 N.W.2d 595. 602 (S.D. 1979).
   K. All parties shall be given the opportunity to make a closing statement, with the appealing party having the first opportunity, followed by the other party, and then the Superintendent. The appealing party shall be given the opportunity for a brief rebuttal;
   L. After the evidentiary hearing, the Board shall continue to meet in executive session for deliberations. No one other than the hearing officer may meet with the Board during deliberations. The Board may seek advice during deliberation from an attorney who has not represented any of the parties to the hearing. Consultation with any other person during deliberation may occur only if a representative of both parties and Superintendent are present. The Board may, in its sole discretion, continue the proceedings and make a final decision on the appeal at a later date; Within twenty (20) calendar days of the hearing, the Board shall render its decision and issue its written Findings of Fact, Conclusions of Law and Decision. The time frame for rendering a decision may be extended by the Board President for good cause and upon written notification to both parties and the Superintendent, and the notification shall identify the reason for the extension and the date on or before which the decision shall be rendered;
   M. The decision of the School Board must be based solely on the evidence presented at the hearing and must be formalized by a motion made in open meeting. The Board will convene in open session and a motion to uphold, reverse, or modify the Superintendent's decision shall be made and voted upon.

Findings of Fact, Conclusions of Law and Decision, consistent with the Board motion shall be in writing and approved by the Board. Both parties, the Principal and the Superintendent will receive copies after the Findings of Fact, Conclusions of Law and Decision are approved by the Board.

N. Following the Board hearing, should the Board determine there has been a violation of this policy prohibiting bullying, Board action may include but is not limited to the following: (1) suspend or expel a student from any or all school programs, including but not limited to classes, extracurricular activities, or attendance at school activities; (2) pursuant to statute, reprimand, suspend without pay, or terminate the contract of an employee, or (3) prohibit a person from being on school property or at school activities for such time as may be determined by the Board.

O. If either party is dissatisfied with the Board's decision, that party may appeal the decision by filing an appeal to circuit court pursuant to SDCL 13-46-1.

SEXUAL HARASSMENT POLICY (MS and HS)

The District is committed to a school environment which is free from sexual harassment and conducive to all students' educational opportunities. Sexual harassment can inhibit a student's educational opportunities and an employee's work. Sexual harassment of students attending school in the District or students from other schools who are at a District activity, and sexual harassment of school employees, school volunteers, parents, guests, visitors and vendors of the District shall also not be tolerated and is strictly prohibited.

All students, school employees, school volunteers, parents, guests, visitors and vendors shall conduct themselves in a civil and responsible manner and in a manner consistent with school policies. This policy prohibiting sexual harassment shall apply to all students, school employees, school volunteers, parents, guests, visitors and vendors while on school property, while attending or participating in school activities, on school-owned property or on non-school property, while in any school-owned or leased vehicle, while at a school bus stop, or when in a private vehicle located on school property during school or during school activities.

The District shall investigate all reported instances involving sexual harassment. Attempts to informally or voluntarily resolve the complaint should not delay the commencement of the District's investigation. Unless a different person is designated by the Superintendent to conduct the investigation, the school administrator of the school attendance center where the sexual harassment is alleged to have occurred is responsible for investigating the alleged sexual harassment. Allegations of sexual harassment may also be reported by the administration to other authorities, including but not limited to law enforcement.

The District will maintain confidentiality to the maximum extent possible under the circumstances. However, a person reporting sexual harassing conduct must understand that should the administrator who is investigating the report determine there is reasonable cause to suspect that sexual harassment did occur which could result in administrative discipline or a referral to the School Board, the person alleged to have sexually harassed another person may have the right to know the identity of the person(s) making the report in order that he/ she may have an opportunity to defend himself/herself.

The District strictly prohibits retaliation against any person because he or she has made a report, testified, assisted, or participated in the investigation of a report of alleged sexual harassment. Retaliation includes, but is not limited to, any form of verbal or physical reprisal or adverse pressure. The person(s) alleged to have sexually harassed another person shall not directly or indirectly (such as through a third person) harass, pressure, or retaliate against any other person because of the complaint being reported. A violation of this provision may lead to separate disciplinary action based on the retaliation. Any person who believes he or she is being subjected to retaliation because of his or her involvement with a sexual harassment report should immediately contact a school administrator.

Students who violate this policy shall be subject to appropriate disciplinary action, up to and including expulsion. Employees who violate this policy shall be subject to appropriate disciplinary action, up to and including termination

of employment. School volunteers, parents, guests, visitors, and vendors who violate this policy may be prohibited from being on school property.

Complaints against school employees and complaints related to bullying are addressed through other school district policies and not through this policy.

SECTION 2 – Sexual Harassment Defined

Sexual harassment is defined as sexually oriented words and/or actions which tend to annoy, alarm or be physically or verbally abusive toward another person and which serve no legitimate or valid purpose regardless of the intent of the person accused of the sexually harassing conduct. Not all harassment falls within the definition of sexual harassment (i.e., harassment that is of a sexual nature). Other laws, regulations and policies also prohibit inappropriate conduct and provide a means for addressing inappropriate conduct should it occur.

Sexual harassment is a specific type of harassment which is prohibited under this policy. Examples of sexual harassment include, but not limited to:

1. Unwelcome sexual flirtations, advances or propositions;
2. Verbal comments, jokes, or abuse of a sexual nature;
3. Graphic verbal comments about an individual's body;
4. Sexually degrading words used to describe an individual;
5. Displaying pornographic material;
6. Physical contact or language of a sexually suggestive nature.

SECTION 3 – Sexual Harassment Reporting Procedure

Any individual who believes that he or she has been or is being subjected to sexual harassment or has reason to suspect another person has been or is being subjected to sexual harassment should immediately report it to a teacher, guidance counselor, or school administrator. The report may be made verbally or in writing. A report may be made anonymously, although disciplinary action may not be based solely on an anonymous report. If disciplinary action is being requested, the individual reporting the sexual harassment will be asked to either submit a signed written complaint or sign a completed Sexual Harassment Report Form, Exhibit ACAA-E(1), verifying the accuracy of its content. The written complaint or Sexual Harassment Report Form must include the following:

- the date the written complaint was filed or the Sexual Harassment Report Form was completed,
- the school employee receiving the complaint (if applicable),
- the name of the person reporting the sexual harassment,
- the address/phone # of the person reporting the sexual harassment,
- the specific conduct or nature of the sexual harassment complaint including the person(s) alleged to have sexually harassed the complaining party or another person, the date(s) and location where the conduct occurred, witnesses, etc.,
- the date the school employee completed the form (if applicable),
- the date and signature of the person reporting the sexual harassment .

If the signed written complaint was given to a teacher or guidance counselor, or if the Sexual Harassment Report Form was completed by a teacher or guidance counselor, the teacher or guidance counselor shall forward the complaint or Sexual Harassment Report Form to the teacher's building school administrator.

SECTION 4 – Procedure for Addressing Sexual Harassment Complaints

STEP 1: School Administrator Investigation and Determination.

Should there be a report which alleges a District student, employee, school volunteer, parent, guest, visitor or vendor has been subjected to sexual harassment, an investigation into the alleged sexual harassment will be initiated. The District's investigation may include, but is not limited to, such things as interviewing individuals with actual or possible knowledge regarding the conduct in question, identifying facts related to the conduct in question, identifying when and over what period of time the conduct is to have occurred, determining whether the conduct negatively affects the educational opportunities or employment condition of the victim, identifying prior history of a similar nature by any of the individuals involved, and attempting to obtain possible verification from other persons. The investigation by the school administrator responsible for the investigation shall be conducted promptly and completed in a reasonable time frame given the nature of the complaint. Unless the nature of the complaint and investigation dictate otherwise, the investigation should be completed and determination made by the school administrator on the merits of the complaint within thirty (30) calendar days of receipt of the complaint.

The person alleged to have sexually harassed another person will be notified that a complaint has been filed pursuant to this policy and that the complaint is being investigated. The name of the person making the complaint will not be disclosed to the person alleged to have violated this policy unless and until the investigation results in a determination that there is reasonable cause to suspect that sexual harassment did occur.

Upon reasonable suspicion by the school administrator responsible for the investigation that the allegation of sexual harassment may be true, the employee, student or third person accused of sexual harassment conduct shall be notified in writing that reasonable suspicion exists that the complaint may be valid, including a statement of the facts supporting the determination that reasonable suspicion exists, and the name of the alleged victim.

The person alleged to have sexually harassed another person in violation of this policy shall be afforded an opportunity to respond to the allegation of sexual harassment but is not required to submit a response.

Pending the outcome of the investigation the school administrator responsible for conducting the investigation may take such action consistent with school policy and state law as deemed appropriate in order to facilitate the investigation and protect the rights of all persons involved. If there is reasonable suspicion to believe that a third person sexually harassed a student, employee or guest while at school or at a school activity on non-school property in violation of this policy, the administration may prohibit that person from being on school property or at school activities.

At the conclusion of the investigation, the school administrator shall make a determination as to whether sexual harassment did occur or whether the facts are insufficient to determine that a determination that sexual harassment occurred. The complainant and the person alleged to have sexually harassed another person will receive written notice of the school administrator's determination. Should the school administrator conclude that sexual harassment did occur, the school administrator shall take such action as deemed appropriate, which may include imposing disciplinary consequences on the person found to have violated this policy prohibiting sexual harassment.

STEP 2: Appeal to the Superintendent

The following procedure shall be used to address an appeal of the school administrator's decision in Step 1 to the Superintendent:

1. If either party is not satisfied with the school administrator's decision, or if the school administrator does not render a written decision within fourteen (14) calendar days of the request for a decision on the merits of the complaint, that party may appeal to the Superintendent by filing form ACAA-E(2). The appeal must be filed within ten (10) calendar days of receipt of the school administrator's written decision, or ten

(10) days of the deadline for the school administrator's written decision, whichever comes first. The appealing party must attach the school administrator's written decision.

2. Within fourteen (14) calendar days from the date the appeal was filed, the Superintendent shall render a decision in writing. All parties shall receive copies of the decision. The Superintendent shall uphold, reverse, modify the school administrator's decision, or the Superintendent may refer the matter back to the school administrator for further investigation and supplemental decision which decision may restate, modify or reverse the school administrator's initial decision. A supplemental decision by the school administrator after a referral back to the school administrator is subject to appeal to the Superintendent. The time frame for rendering a decision by the Superintendent may be extended by the Superintendent for good cause and upon written notification to all parties, which notification shall identify the reason for the extension and the date on or before which the decision shall be rendered.

STEP 3: Appeal to the Board

If either party is not satisfied with the Superintendent's decision, or if the Superintendent does not render a written decision within fourteen (14) calendar days of the receipt of the appeal, that party may appeal to the School Board by filing with the Business Manager using Form ACAA-E(3) within ten (10) calendar days of receipt of the Superintendent's written decision, or ten (10) days of the deadline for the Superintendent's written decision, whichever comes first. The appeal shall be in writing and the appealing party must attach to the appeal the school administrator's written decision, the appeal to the Superintendent, and the Superintendent's written decision or notice of the Superintendent's failure to render a written decision.

The following procedure shall be used by the Board to address an appeal of the Superintendent's decision on the merits related to a sexual harassment complaint:

1. Upon receipt by the Board President/Chairperson of an appeal by the Complainant, a copy of the appeal shall be given to the person alleged to have violated the sexual harassment policy.
2. Upon receipt of an appeal, the Board shall at its next meeting schedule a date, time and location for the appeal hearing.
3. The following procedure shall be applicable at the appeal hearing before the Board:

   A. The Board shall appoint a board member or a person who is not an employee of the school district as the hearing officer;
   B. Within thirty (30) calendar days of an appeal being filed with the Board, the Board shall conduct a hearing in executive session;
   C. The Complainant, person alleged to have violated the policy, and Superintendent each have the right to be represented at the hearing;
   D. The Board shall make a verbatim record of the hearing by means of an electronic or mechanical device or by court reporter. This record and any exhibits must be sealed and must remain with the hearing officer until the appeal process has been completed;
   E. The issue on appeal is whether the Superintendent's decision should be upheld, reversed or modified;
   F. All parties shall be given the opportunity to make an opening statement, with the appealing party being given the first opportunity, followed by the other party, and then the Superintendent;
   G. The appealing party shall present his or her case first, and the other party shall then present his or her case. Both parties shall have the opportunity to ask questions of the other's witnesses. The hearing officer and board members may ask questions of any witness;
   H. The Superintendent shall present the basis of his/her decision which led to the appeal. Both parties shall have the opportunity to ask the Superintendent questions. The hearing officer and board members may also ask questions of the Superintendent;
   I. Unless a witness is a party to the appeal, witnesses may be present only when testifying unless the hearing officer rules otherwise. All witnesses must take an oath or affirmation administered by the

School Board president, hearing officer or other person authorized by law to take oaths and affirmations;

J. The hearing officer shall admit all relevant evidence. The hearing officer may limit unproductive or repetitious evidence. The strict rules of evidence do not apply. Moran v. Rapid City Area School Dist., 281 N.W.2d 595. 602 (S.D. 1979).

K. All parties shall be given the opportunity to make a closing statement, with the appealing party having the first opportunity, followed by the other party, and then the Superintendent. The appealing party shall be given the opportunity for a brief rebuttal;

L. After the evidentiary hearing, the Board shall continue to meet in executive session for deliberations. No one other than the hearing officer may meet with the Board during deliberations. The Board may seek advice during deliberation from an attorney who has not represented any of the parties to the hearing. Consultation with any other person during deliberation may occur only if a representative of both parties and Superintendent are present. The Board may, in its sole discretion, continue the proceedings and make a final decision on the appeal at a later date. Within twenty (20) calendar days of the hearing, the Board shall render its decision and issue its written Findings of Fact, Conclusions of Law and Decision. The time frame for rendering a decision may be extended by the Board President for good cause and upon written notification to both parties and the Superintendent, and the notification shall identify the reason for the extension and the date on or before which the decision shall be rendered;

M. The decision of the School Board must be based solely on the evidence presented at the hearing and must be formalized by a motion made in open meeting. The Board will convene in open session and a motion to uphold, reverse, or modify the Superintendent's decision shall be made and voted upon. Findings of Fact, Conclusions of Law and Decision, consistent with the Board motion shall be in writing and approved by the Board. Both parties, the school administrator and the Superintendent will receive copies after the Findings of Fact, Conclusions of Law and Decision are approved by the Board.

N. Following the Board hearing, should the Board determine there has been a violation of this policy prohibiting sexual harassment, Board action may include but is not limited to the following: (1) suspend or expel a student from any or all school programs, including but not limited to classes, extracurricular activities, or attendance at school activities; (2) pursuant to statute, reprimand, suspend without pay, or terminate the contract of an employee, or (3) prohibit a third person from being on school property or at school activities for such time as may be determined by the Board.

O. If either party is dissatisfied with the Board's decision, that party may appeal the decision by filing an appeal pursuant to law.

TOBACCO PRODUCTS (MS and HS)

The Deuel School District recognizes its duty to promote the health and safety of students, staff and citizens on district property and during school-sponsored activities. In accordance with this responsibility, it is the intent of the School Board to establish a tobacco-free school environment that demonstrates a commitment to helping students resist tobacco use and that emphasizes the importance of adult role modeling.

The use, possession, or promotion of tobacco on school property by students, employees, vendors, visitors and invitees is prohibited. Students and employees are also prohibited from using or promoting tobacco at school-sponsored activities off school property. Students participating in school activities are also subject to such rules as may exist pursuant to an applicable activity code of conduct.

For the purposes of this policy:

1. "Tobacco" means any substance or item, in any form, containing tobacco and electronic nicotine delivery devices (e-cigarettes/vapes), which may not contain tobacco;

2. "School property" means all district-owned, rented or leased buildings, grounds and vehicles;

3. "School-sponsored activity" means any planned, organized, endorsed, or supervised activity involving district students or staff that occurs either before, during or after regular school hours;

4. "Promotion" means the use or display of tobacco-related clothing, bags, lighters, or other material that is designed to encourage the acceptance or use of tobacco.

District employees in violation of this policy will be subject to disciplinary action. Visitors, vendors and invitees in violation of this policy will be subject to appropriate consequences, which may include being directed to leave school property.

The superintendent shall provide reasonable public notification of the district's policy within student and staff handbooks.

ALCOHOL AND OTHER DRUG USE (MS and HS)

The school years are among the most important in human development and the most vulnerable. Any substance that can interfere with the development of an adolescent must be evaluated as to its impact to both the young person and the community. Psychoactive and mood-altering drugs can destroy the health and wellbeing of an individual. The school defines drug use as a serious health problem and is committed to discouraging this behavior and to encouraging young people to seek help should a problem arise.

The following document outlines policy on student abuse of psychoactive or mood-altering chemicals in the Deuel School District. This policy is in effect on property owned or leased by the Deuel School District, at all school sanctioned activities on and off campus, on vehicles parked on school property. The Deuel School District will refer each case to the appropriate authorities.

Student members of the school community are expected to be aware of and understand these policies and comply with them. Parents are expected to be aware of and understand these policies and cooperate with the administration of them.

A student shall not possess, use, transfer, conceal, sell, attempt to sell, deliver nor be under the influence ("under the influence" is defined as manifesting signs of chemical use/misuse such as staggering, odor of chemicals on breath of person, reddened eyes, nervousness, restlessness, falling asleep, memory loss or inappropriate behavior.) of narcotics drugs, or alcohol or use chemical substances which can affect psychological functioning or affect the education system of the school. Students shall not engage in drug use/abuse nor possess paraphernalia in specific to the use of chemicals. Students who use prescription drugs authorized by a licensed physician do not violate this policy if the students conform to the appropriate school policies.

The following procedures will be followed in dealing with possession, use, transmission, or being under the influence of chemicals:
1st violation
a. The principal will notify the parent(s)/guardian(s) by phone to explain the incident and arrange a conference.
b. The principal will suspend the student for five (5) days in compliance with student due process procedures.
c. Within twenty-four (24) hours, the principal will notify the parent(s)/guardian(s) in writing of the suspension.

The Deuel School District strongly recommends that students with chemical abuse problems seek professional evaluation and treatment from a trained chemical dependency counselor or a licensed physician trained in chemical dependency. Because we believe that chemical dependency is preceded by misuse, we feel confident that such early intervention can benefit the student before significant harm or dependency results.

The suspension of a student who agrees to be evaluated and treated will be commuted to two (2) days. The school will provide a list of agencies/professionals who can do the assessment and provide treatment. The choice of agency/professional is left to the student and family. Fees for this assessment and treatment are the responsibility of the student and family.

Upon receipt of appropriate authorization, the agency or professional will notify the school principal that the student is willing to be evaluated and comply with the treatment process.
2nd and subsequent offenses:

a. The principal will contact the parent(s)/guardian(s) to arrange a conference.
b. The principal will suspend the student for ten (10) days in compliance with student due process procedures.
c. Within twenty-four (24) hours, the principal will notify the parent(s)/guardian(s) in writing of the suspension.
d. The principal will recommend to the superintendent that the student be expelled unless the following procedure is followed:
    1. The student must agree to be evaluated and treated by a trained chemical dependency counselor or a licensed physician trained in chemical dependency.
    2. Upon appropriate authorization, the agency or professional notifies the school principal that the student has accepted treatment. If the student is accepting treatment, the recommendation for expulsion may be commuted.

Supplying/Sale of Chemical (Drugs/Alcohol) or Material Represented to be a Controlled Substance:

a. Within twenty-four (24) hours, the principal will notify the parent(s)/guardian(s) in writing of the suspension.
b. Supplying or selling of chemicals will result in a ten (10) day suspension. The principal will recommend to the superintendent that the student be expelled in compliance with student due process procedures.
c. The principal will refer the case to the police.
d. A hearing on the case conducted by the superintendent will be held. Based upon the results of this hearing, the superintendent may recommend expulsion to the Board of Education.

ALTERNATE INSTRUCTION REQUIREMENTS (MS and HS)

The parent, guardian, or other person in control of a child being provided alternative instruction shall submit proof of age when participating in athletics, fine arts, or activities. Any child being provided with alternative instruction and participating in South Dakota High School Activities Association activities shall be held to the same local training rules and South Dakota High School Activities Association transfer and non-academic eligibility rules as enrolled students. Pursuant to § 13-27-3 and before the current season of the sport or activity the alternative instruction child is participating in, the parent, guardian, or other person in control of a child being provided alternative instruction shall provide the appropriate school official with a copy of a transcript of the previous semester's completed coursework that is issued by the parent, guardian, or other person in control of the child. The parent, guardian, or other person in control of a child being provided alternative instruction shall notify the appropriate school official if the child becomes ineligible under South Dakota High School Activities Association or local school rules in so far as those standards apply to § 13-27-3. Nothing in this section confers any vested right in any student wishing to participate in any interscholastic activity to be selected for competition in such activity. However, any enrolled student who leaves an accredited program during the course of the school year and who will be provided alternative instruction is ineligible for participation in interscholastic activities for the balance of the current season of the sport or activity the student is participating in at the time of notification of alternative instruction.

STUDENT INTERVIEW POLICY
POLICE / DEPARTMENT OR SOCIAL SERVICES (MS and HS)

When students are at school or involved in a school activity off school grounds, the school has an obligation to the students, the parents, as well as to authorities such as law enforcement and the Department of Social Services. This policy attempts to balance the rights of students and parents with the rights and responsibilities of law enforcement and the Department of Social Services as those entities investigate juvenile delinquency/criminal matters and matters of child abuse and neglect. It is therefore the policy of the District that:

1. Should a law enforcement officer wish to talk with a student under the age of 18* while the student is at school and interview the students for a reason other than investigating suspected child abuse or neglect, the District will cooperate with all law enforcement agencies and allow them to interview your child. The District will make every attempt to notify you that your child is being interviewed.
2. Should the Department of Social Services or a law enforcement office be investigating suspected child abuse or neglect and wish to talk with a student under the age of 18* while the student is at school, the request to talk with a student shall be in writing and given to the school. The written request shall include the name of the person making the request, date of request, date of interview, and that the request is made for the reason of investigating suspected child abuse or neglect. The law in South Dakota requires investigation of suspected child abuse to be kept confidential and can be done without notification to parents. Therefore, the school will not notify parents of a request by the Department of Social Services or law enforcement to talk with a student in such instances.

*Upon the student reaching the age of 18, the student is a legal adult and has the authority to make decisions without parental involvement. However, the student, even if age 18 or older, may choose to contact his/her parents for advice before responding to a request by the authorities to meet with and talk to law enforcement and/or the Department of Social Services.

LOCKERS/STUDENT VEHICLES (MS and HS)

Each student will be assigned a locker. In rare cases it may be necessary for two students to share the same locker. At the end of the year, the student will be responsible for the locker that was assigned to them in the fall. If for some reason the student wants to change locker assignments, it must be reported to the principal's office. Students are urged not to leave money, jewelry, or anything of value in their lockers, clothing or desks. If you do so, you do so at your own risk. The school cannot be responsible if such things disappear. All lockers are loaned to students and the school retains control of the lockers. Since the school retains control of the lockers, they may be inspected anytime there is reasonable suspicion that the student has something in the locker that is against school rules or state law. The District also reserves the right to cut or otherwise remove a lock from a locked locker. The same principle applies to the cars that are parked on school property. Students are not to open the locker of another student unless expressed permission is given from that student to do so. It is recommended that students take sufficient books, supplies, etc. with them for more than one class so that locker stops between classes are not necessary.

SEARCHES (MS and HS)

Safety is a major concern of the administration. The administration reserves the right to search students, student belongings, lockers and vehicles.

DRIVING MOTOR VEHICLES (MS and HS)

Students who drive regularly to school are to park in the south parking lot of the school. Students will not be permitted to use cars during the school day or noon hour, unless they secure permission from the administration. If permission to drive is not secured from the administration, it will be considered as skipping school. The administration will use their discretion for punishment. The purpose of this regulation is to promote safety and to protect both parents and students. The courthouse parking area is not to be used by students. Violators may be given a ticket. Please cooperate with the county officials accordingly. Reminder, vehicles on school property and surrounding area may be subject to random

searches. Illegal substances/items of any kind are not permitted on school grounds, including but not limited to tobacco, alcohol, weapons and/or munitions, and drugs.

NATIONAL HONOR SOCIETY SELECTION PROCESS (HS)

Selection to National Honor Society is an honor recognized throughout the nation. Selection to NHS is a privilege, not a right. Students who are members of NHS have met high standards of scholarship, leadership, service, and character. It is assumed that they will strive to maintain these high standards. Students do not apply for membership in the National Honor Society; instead, they provide information to be used by the local selection committee to support their candidacy for membership. Membership is granted only to those students selected by the Faculty Council. The Faculty Council consists of five faculty members selected by the high school principal. The NHS advisor is not a voting member of the Faculty Council. The following procedures will be followed in selecting members for National Honor Society:

1) Prospective members may be sophomores, juniors, or seniors with a cumulative grade point average of at least 3.5.
2) Students meeting the GPA requirement at the end of the fall semester will be invited to submit an information form to assist the Faculty Council in making their selections.
3) Any eligible student who does not submit an information form will not be considered for membership at that time.
4) The Faculty Council will meet as a group to consider each student's qualifications on the basis of service, leadership, and character. Each member of the Faculty Council vote on the individual qualifications of each prospective member.
5) Selection to NHS is by majority vote of the Faculty Council
6) Students who are not accepted for membership may be considered for membership the following year as long as the GPA requirements are met and a new information form is submitted.
7) As stated membership is a privilege and can be revoked, by vote of the committee, for conduct unbecoming to the National Honor Society.

STUDENT COUNCIL (HS)

The purpose and function of the Deuel High School Student Council is establishing better relations between faculty and students, to provide for student participation in school activities, to coordinate the activities of the school and to develop in the students a sense of personal responsibility. The Student Council shall be made up of a student president, vice-president, and secretary/treasurer - elected by all students, and representatives from each class. Each senior high student running for president, vice-president, secretary/treasurer for the Student Council must pick up a petition in the guidance office and have 20 9th through 11th grade students sign it. After all petitions have been turned into the guidance office, an election will be held with 9th through 11th grades voting. This will be done in the spring of the year.

CLASS OFFICERS (HS)

Each of the classes shall organize for the purpose of carrying on their functions and social activities. Each class will choose officers in the fall of the year. A complete record of all class meetings and a class roll and a financial statement shall be kept by the secretary or treasurer of the class. This will be done in a class record book that may be picked up in the principal's office at the beginning of the year. At the end of each year this book must be returned to the office for safe keeping. The administration will appoint faculty members to be advisors for each class. Class meetings may be called by the class president with permission from the advisors and the principal with at least two days' notice.

MEDICATION ADMINISTRATION (MS and HS)

The safe and effective use of medications for the treatment of illness and disability has enabled many children to attend school. At Deuel School, every effort should be made to administer all medications at home. When it is necessary that students receive medications at school, arrangements need to be made with the school nurse.

For students grades 9-12, two options exist for medication administration in the school setting:

#1 - - Supervised administration: This option allows the Deuel School personnel to supervise the administration of the medication prescribed for the student. Because the law requires the nurse to have an order from a physician in

order to administer medications (including over-the-counter medications, such as Tylenol), it is important for students and parents to plan ahead when medication at school is anticipated. For example, arranging medication needs in advance, for conditions such as migraine headaches or menstrual pain, will help the school nurse keep students safe and comfortable at school.

#2 - - Self administration: This option allows the student to bring one day's dose of the medication to school and self-administer the medication. This option is not available for controlled substances (ex. Ritalin). Self-management privileges are lost if the student does not use medication properly or responsibly.

LUNCH PERIOD (MS and HS)

All students in grades six through eleven are expected to remain on campus during lunch break and students are required to be in the cafeteria during their assigned lunch period. Students are not to be in other parts of the building or parking lot during their lunch break. Parents may not call students out for lunch. In the event that an extenuating circumstance occurs where a parent needs to call the student out for lunch, the parent must meet the student in the middle school/high school office for pick up.

Seniors have open campus during lunch if they have met the requirements for senior privileges.

STUDY HALLS (HS)/LEARNING LABS (MS)

Students who choose not to participate in band or chorus will have study halls (HS) or learning labs (MS) throughout their day. Students will have the opportunity to have a study hall or learning lab the last period of their day if they are not in band or chorus. Students ~~are not allowed to be called out for~~ should stay in the school building that period unless they have an appointment or valid reason for being absent.

PASSES (MS and HS)

Students are ~~not permitted in the halls~~ expected to stay in the classroom during class periods unless they are accompanied by a teacher or have a hall pass from a staff member. Students are responsible for obtaining the written pass. ~~During the class period, students are not to be anywhere in the building except in their classes unless they have a pink pass.~~ Teachers should not permit students to leave their classes without issuing them this pass. The teacher signing the pass is assuming responsibility for the student until the student returns. Passes will be the following types:

1. Passes for less than a full period to a specific area
2. Passes to leave the school grounds will be issued ONLY by the principal's office
3. All students with passes must turn them back in before the end of the period and check back into the classroom.
4. Passes to the offices may be granted by the teacher if there is a good reason for doing so. Students should use this pass and all others responsibly.

DELIVERIES DURING THE SCHOOL DAY

Please note that anything delivered by outside businesses to the school during the school day (flowers, etc.) will stay in the school office until the end of the day. Please refrain from sending flowers, etc. to students while at school.

BUS REGULATIONS (MS and HS)

By the authority of the Board of Education of Deuel School District, a student is entitled to ride the school bus provided that ~~he or she~~ they adhere~~s~~ to the safety rules. In the interest of safety, a student will be reported in writing to the principal for continued or willful disobedience of the following safety regulations and may be suspended from riding the bus for a period of time to be determined by the administration. During inclement weather, it is the responsibility of you,

the parent, to see that your child is properly clothed to withstand the weather conditions in case of mechanical problems with the bus.
We take this means to outline the basic responsibilities of your child while riding the Deuel School District bus:

a. Obey the bus driver
b. Students are not allowed to -
    1) Bring candy or other food items on the bus except lunches
    2) Put arms, head, or legs out the windows
    3) Use any profane language
    4) Throw any objects from the bus windows
    5) Leave their seats while the bus is in motion
    6) Strike, push or otherwise abuse another pupil while riding the bus
    7) Be excessively noisy while riding the bus
    8) Push while standing in line to board the bus
    9) Board or leave the bus except at their regularly scheduled bus stop without written permission from the parent
c. No students will be allowed to ride the school bus unless they are registered to that particular bus unless permission has been granted by the administration.
d. Students are expected to enter and leave the bus in an orderly fashion.
e. Students are to be absolutely silent while the bus is approaching and proceeding across any railroad crossing.
f. If it is necessary to cross the road after leaving the bus, students are to cross ten feet in front of the bus after receiving a clear signal from the driver and all approaching traffic has stopped.
g. Students are to report promptly to their principal when instructed to do so by their driver.
h. Students shall observe classroom conduct while riding the school bus. Treat bus equipment as you would valuable furniture in your own home. Damage to seats, windows, etc. must be paid for by the offender.

Consequences for bus infractions:

1. The first reported incident from the bus driver, transportation manager, or the principal will result in a call from the principal referring to the infraction. A verbal warning will be given.
2. The second reported incident will result in the loss of bus privileges for 5 days. The principal will contact the student and the parents/guardians.
3. The third reported incident will result in the loss of bus privileges for the remainder of the school year. The principal will again make contact to the student and the parent/guardian.

Please note: If a child is not to ride the bus home from school or activities or is to ride a different bus a phone call to the office is necessary by 2:00 P.M.

DANCES (MS and HS)

School dances must be authorized. The Student Council, along with their advisor may plan a series of school, class, or organization parties. The following applies to these parties:

a. The party must be planned by an organization under the direction of advisors, and the advisors will serve as chaperones.
b. Permission to hold the party must be obtained a week in advance from the principal.
c. ~~Other dates **(grades 9-12)** must have registered in the principal's office by the required date listed on the sign-up sheet~~. Students in grades 9-12 who wish to bring a guest from out of town will need to obtain a form from the office that will be filled out by the Deuel student as well as officials from the school in which the guest is enrolled. Forms are due the Wednesday prior to the event so the office can verify that the guest is a student of good standing at their school. Guests for all dances except prom must be currently enrolled in a school or actively

pursuing their diploma through a homeschool setting. Prom allows dates who have graduated in the previous academic year to attend. Out of town dates are not permitted at the MS level.

d. The sponsoring group must clean up the ~~auditorium (or wherever the party is being held)~~ event space immediately after the party.
e. Any contracts must be signed or approved by the principal.
f. Once a student has attended a party and leaves the party, he or she will not be permitted to return ~~to the party~~. The only exception to this will be where permission to leave and return has been granted by the supervisor prior to leaving the party.
g. Before purchasing supplies for a party, you MUST secure a purchase order number from the business office and it is to be signed by the principal.
h. There will always be an appropriate number of adults at the function to act as chaperones, along with the school personnel.
i. No outside containers, food, drink, or bags are allowed.
j. The adult(s) and/or supervisor(s) reserve the right to refuse admittance of any student, date or alumni.

STUDENTS INDEBTED TO THE SCHOOL (MS and HS)

Report cards for students indebted to the school for breakage, fees, lost books, mutilated equipment, music supplies and rentals, etc. are not given until such indebtedness is paid. Slips designating the amount due and the department to which the individual is indebted may be secured from the business office. If these are not paid by the beginning of the ensuing school year, students will not be able to register for classes.

INTERNET USAGE - DEUEL SCHOOL DISTRICT ACCEPTABLE USE AGREEMENT (MS and HS)

Rules of Appropriate Computer Use

- ~~Do not use the computer to harm other people or their work~~
- ~~Do not damage the computer or the network in any way~~
- ~~Do not interfere with the operation of the network by installing any software unless approved by administration~~
- ~~Do not violate copyright laws~~
- ~~Do not view, send or display offensive messages or pictures~~
- ~~Do not trespass in another's folders, work or files~~
- ~~Do not change system configuration~~
- ~~Do not leave computer unattended~~
- Always use assigned computer bag to transport computer
- Use the computer responsibly and respectfully to support your learning and the work of others.
- Handle the network and all equipment with care to keep everything running smoothly.
- Only install software that has been approved by administration to ensure continued operation.
- Respect copyright laws by using only legal and properly credited materials.
- Choose to view, send, or display appropriate content only at all times.
- Respect others' privacy by only accessing your own folders, work, and files.
- Keep system configuration in place to ensure consistent and secure performance
- Keep your computer under your care at all times

Failure to follow these rules will result in suspension of computer privileges up to 30 days. Also, any accidental or intentional damage to the computer or network will be billed out to the student/parent as outlined in policy. If student owes money to the school district, the computer may be taken away until the amount is paid. BE PREPARED to be held accountable for your actions and for the loss of privileges if the Rules of Appropriate Use are violated.

Internet

The Internet is a global electronic information infrastructure, a network of global networks. Because the Internet is a constantly changing electronic environment, the information available to users is constantly changing, and therefore, it is impossible to predict with certainty what information users might locate. The School District shall make every effort to restrict access to inappropriate materials; however, it is impossible to control all materials on a global network. This networking environment requires that the user be responsible for the appropriate use of this service. Therefore, the District shall not be liable for the content or viewing of any materials not prepared by the District. Availability of some materials on the Internet does not indicate endorsement of their content by the Deuel School District. The following rules apply to the use of the Internet:

- Be polite and use appropriate language in your messages to others. Obscene, abusive, sexually explicit or threatening language will not be tolerated.
- Never reveal your, or anyone else's personal information.
- Only State K-12 Students E-mail accounts are allowed unless permission is given by administration.
- You are prohibited from accessing, uploading, downloading, distributing, viewing or possessing any pornographic, obscene, or sexually explicit material and web sites that promote racism or religious intolerance.
- You and not the Deuel School District are responsible for possession of any and all materials, and for your actions with the use of the Internet.
- You must abide by and all local, state and federal rules and regulations.
- You are responsible for any action, artifice or scheme to defraud or obtain money, property, services and other things of value by false pretenses, promises or representations while using this access.
- Develop web pages only as directed by staff members to fulfill course or school related activities;
- Access is a privilege - not a right.
- Only files relating to classroom assignments may be stored on the network file sever

Any violation of District Internet policy or rules may result in loss of computer privileges for up to 30 days. Additional disciplinary action may be imposed and will be determined on an individual basis in keeping with existing practices and procedures regarding inappropriate language or behavior. When applicable, law enforcement agencies may become involved. The Deuel School District makes no warranties of any kind, either expressed or implied, for the Internet access it is providing. The District will not be responsible for any unauthorized financial obligations resulting from the use of this account.

Network

The use of the School District's network (LAN) and Intranet is a privilege, not a right. Guidelines are provided to make all users aware of the responsibilities associated with efficient, ethical and lawful use of network resources.
The School District does not guarantee that the network will be uninterrupted or error free; nor does it make any warranty as to the results to be obtained from use of the service or the accuracy or quality of the information obtained on or by the network. Access to the network is provided on an "as is" basis without warranties of any kind. Neither the School District nor any of its agents or employees shall be liable for any direct, indirect, incidental, special or consequential damages arising out of the use of or inability to use the network or out of any breach of any warranty.

User Accounts

User accounts are considered the property of the Deuel School District. The School District expressly reserved the right, at any time, to log, monitor and review, the subject, content and appropriateness of electronic communications or other computer files and remove them if warranted, reporting any violation to the school administration or law enforcement officials.
Persons, using the District network, shall have no expectation of privacy or confidentiality in the content of electronic communications or other computer files sent and received on the District network.

Bring Your Own Device

Students bringing personal devices to school may or may not be allowed on the District's network. ~~Student's~~ Students that bring personal devices to school are not allowed to have Mobile Hotspots.

Rules of Network Use

Users of the School District Network shall:

- Be responsible for all use of the network under their accounts and user names, regardless of whether access is gained with or without the person's knowledge and/or consent;
- Use only your own account. You may not access any other person's material, information, or files without their permission;
- Immediately notify the School District if they suspect any unauthorized use of their account. The person shall remain liable and responsible for any unauthorized use until the School District is notified of the suspected unauthorized use and has a reasonable opportunity to act upon such notice;
- Not harm or destroy in any way, the data of another user, including the uploading of, or the creation of computer viruses to any computer;
- Do not transmit, download, access or place unlawful information, any abusive, defamatory, obscene, profane, sexually explicit, threatening or illegal material on the network;
- Not use the District network to solicit sales or conduct business;
- Do not transmit copyrighted material without the express consent or authorization of the owner of the copyrights.
- Any sites that are deemed bandwidth intensive some as streaming music for streaming video or any other sites defined by the Deuel School District are not allowed for personal use.
- During school hours, school owned devices are only allowed to connect to school WiFi Network. Wireless connections to other non-school WiFi networks (including Hotspots) is prohibited unless approved by administration or network administrator.

Network Security

Security of all networks connected to the Deuel School District is a high priority. Anyone observing a security problem on the District network shall notify District personnel. Any person identified as a security risk or having a history of problems with other computer systems may be denied access to the District network.
Any violation of District policy on network use may result in loss of privileges to the network or computer devices for up to 30 days. Access to the School District network may be denied, and the appropriate disciplinary action shall be applied. The School District's discipline policy shall be applied to student infractions.

EDUCATION OF MINORS/INTERNET PROTECTION (MS and HS)

The Children's Internet Protection Act (CIPA) is a federal law enacted by Congress to address concerns about access to offensive content over the Internet on school and library computers. The Deuel School District uses various resources to protect its K-12 students. The District adopted the CommonSenseMedia.org curriculum in 2011 for grades K-8. This curriculum satisfies all criteria for E-Rate compliance and is aligned to national standards for ISTE (International Society for Technology in Education), AASL (American Association of School Librarians), and the ELA (English Language Arts) Common Core. The students 9-12 along with their parents receive a yearly CIPA seminar in conjunction with our laptop rollout where students and parents can ask questions and receive information on best practices.

ADMISSION TO EVENTS

Admission Students: $3.00 single, $3.00 doubleheader
Adults: $5.00 single, $6.00 doubleheader

Senior Citizen over 60: $3.00 single, $3.00 doubleheader

Adult Activity Tickets
20 punches Adults $60.00
Annual Pass Adult $90.00

Students Activity Fee:
All students grades 4-12 will pay a mandatory student activity fee in the amount of $10.00 (maximum $20.00 per family.) The student activity fee will allow admission to all Deuel School sponsored home activities (does not include post-season events sponsored by the SDHSAA.) Students in grades K-3 accompanied by a parent or guardian will not be charged admission to Deuel School sponsored events.

ATHLETICS/ACTIVITIES (MS and HS)

Local Requirements:

All participants in extra-curricular activities must maintain passing grades in all areas, including dual credits. Grades will be reviewed at the start of each week beginning in the third week of the semester. Any student that receives a failing grade at a grade check will be notified and become ineligible starting that Monday~~. Students will remain ineligible for one week~~ and will remain ineligible for the period of one week. If a student ~~has all passing grades~~ is passing all classes at the next immediate grade check they will become eligible the following Monday for activities.

Students enrolled in customized or self-paced classes (including dual credits) will be expected to maintain a pace in which they can complete the course within the scheduled time frame of the course (i.e. semester or year). Students who are more than two weeks behind the established (teacher) pace will receive an incomplete for a class during a grade check period. A student receiving an incomplete will be ineligible until a passing grade is reported to the office by the instructor of the class. Once a passing grade has been reported to the office, the student will become eligible.

Students who complete a semester with a failing grade will be automatically ineligible for the period of two weeks beginning in the next term. For grades posted in December, students will be able to participate in events that occur during winter break and will begin their period of ineligibility on the first day of the spring semester. For grades posted in May, students will be able to participate in events that occur over summer break and will begin their period of ineligibility for two weeks on the first day of the fall semester.

Extra Help sessions will be available on Fridays from 10:00-12:00 or by special arrangement between students and individual staff members, to students wishing to utilize the service. The intent of these sessions is to provide assistance to students to help them stay current with coursework or help them to comprehend difficult material.

The student is ultimately responsible for their academic performance. The school will make every effort to assist the student in this endeavor; however, it is the student's responsibility to take advantage of the services being offered.

S.D.H.S.A.A. Requirements:
To see SDHSAA requirements follow this link:
http://www.sdhsaa.com/Portals/0/PDFs/Handbook/Athletics/3-ConstitutionByLaws.pdf

Deuel High School is a member of the South Dakota High School Interscholastic Activities Association and the school abides by its regulations.

PARTICIPATION IN ACTIVITIES (MS and HS)

Any team member that participates in an event as an individual will be excused from that team for the remainder of that season, unless it has previously been arranged by the coach and administration.

NOTE: All student athletes should be aware that participation in an All-Star Basketball or Football Game that is not sanctioned by the SDHSAA could cause you to be ineligible at NCAA colleges and universities your freshman year, consult your coach, athletic director or principal for further information.

Consult your coach or principal for additional information.

DUAL ATHLETIC PARTICIPATION GUIDELINE (MS and HS)

1. Athletic Rules – **Participation in two sports during the same season is highly discouraged and requires a meeting and written agreement from coaches involved, parents, and Athletic Director.**

   *****A student will be allowed to miss a maximum of two school days during an academic week.**

CO-CURRICULAR ACTIVITIES RULES FOR PARTICIPATION (MS and HS)

Uniform rules for ALL activities for Deuel High School are the following: Students are reminded that this activities policy runs from the start of fall practices to the midnight of the second day of the state golf meet. Certified school employees, non-certified school employees, law enforcement personnel, parents, or student confessions must be sources used for reporting these students. Deuel School District feels it is a privilege to be a member of our extra-curricular teams. With this privilege come a responsibility to be a dedicated, disciplined, and a contributing team player. Deuel School District's Rules for Participation reflect a low tolerance for students who use tobacco, alcohol, and drugs.

1. Suspension from classes for other disciplinary reasons
   a. Students who are suspended from classes for other disciplinary reasons are ineligible to participate in any activities during that suspension.
2. Smoking/Vaping or use of drugs, alcohol, or tobacco; stealing; and/or destruction of property
   a. If seen by certified or non-certified school employees; either on or off school premises
   b. If reported by law enforcement personnel
   c. If reported by the parent/guardian of student
   d. If admitted by the student

Participants of extra-curricular activities shall not use, or have possession of, alcohol, tobacco, or participate in stealing, and/or destruct property during the stated timeframe regardless of quantity. Students violating this standard shall be suspended from participation in the activity in which he/she is a member.

The student will miss the next two (2) performances of an activity/activities starting with the next performance after the violation. Students will also be placed on a probationary period until midnight of the second day of the state golf meet. If a student has a 2nd offense during the probationary period, he/she will be suspended from participation for six (6) performances of an activity/activities starting with the next performance. If a student has a 3rd offense during the probationary period, he/she will be out of all activities for one (1) full year from the third infraction date. If a student has further infractions, the student will be out of all activities for one year from the last infraction date. If a student has no infraction during the probationary period, the student will start over with the process at the end of the probationary period (midnight of second day of state golf meet).

Law enforcement will contact a Deuel administrator on a year-round basis. Students and parents will be notified at the time of the infraction as to the 1st or 2nd offense and what the consequences will be. The Deuel School District recommends to parents that they seek professional counseling for their child. School counselors are available if parents and/or students need of or desire this service.

3. Students convicted of drug use are barred for one year from school sports and extra-curricular activities sanctioned by the South Dakota High School Activities Association. This association bans high school students from extra-curricular activities for using, possessing or selling drugs. High school students with a second drug offense are barred permanently from such activities. Deuel School District will follow these rules

as set by the South Dakota High School Activities Association. A student will be barred for one (1) year from participation in all activities for using, possessing, or selling drugs. A student with a second drug offense will be permanently barred from all activities at Deuel School District.

4. Curfew during the season
   a. Suggested curfews for participants of extra-curricular activities shall be home by 11:00 p.m. on week-nights or nights preceding a school day, usually Sunday-Thursday. On weekends they may be out until 1:00 a.m. The coaching staff of each particular activity may adjust these hours.
5. School bus facilities provided for attendance by spectators and participants are required to travel by school bus.
   a. All participants arriving by bus to an activity must leave the activity by bus or with a parent only. Failure to do so may result in:
      1) Spectator or participant will not have access to school provided transportation thereafter for the rest of the year
      2) Participants in the activity will be dropped from the activity for the rest of the year
6. Absence day of an activity or activity practice
   a. All participants of extra-curricular activities must be here at least half of the day (any combination of 4 class periods of the school day constitutes a half day) of an activity unless prior approval is obtained from the principal.
   b. Students must check in with all teachers prior to leaving for an activity when a student knows in advance that they will be gone. If work required to be completed is not completed prior to leaving, it is the teacher's discretion to allow or disallow credit for the work
7. All practices and meetings for students during weekends and vacation must have prior approval from principals.
8. If school has been called off because of weather, there are to be no extra-curricular activities and/or practices. Whether or not to hold practice on a day school has been released early due to weather will be at the discretion of the administration.

ACTIVITY PRACTICE TIMES (HS)

Morning practices will not begin before 6:00 a.m. For evening practices, the quitting time will not be later than 10:30 p.m. No weekend practices unless approved by the administration.
When school is dismissed early (due to teacher in-service), students are not to be in the school building until 2:30 (Unless a coach is present).

CHURCH NIGHT (MS and HS)

Wednesday evening has been set aside as church night. Every effort will be made by school authorities to avoid scheduling school activities on Wednesday night. This will allow students to participate in the youth activity programs in the church of their choice.

INSURANCE (MS and HS)

The school makes insurance available to all grade and high school students. It is not compulsory except for boys or girls out for athletics; however, it is recommended for all students, particularly for children who drive or ride in automobiles to and from school. No profit is made in the program by anyone connected with the school.

STUDENT POLICY FOR A GUN-FREE SCHOOL (MS and HS)

Student and employee safety is a paramount concern to the Deuel School Board. With this in mind, the school board shall assist and cooperate with teachers and administration in the government and discipline of the school. The board may suspend or expel from school any student for violation of rules, policies, insubordination or misconduct and

administration may temporarily suspend any student in accordance with SDCL 13-32-4.2. The rules on policies may include prohibiting the following:

(1) The use or possession of a firearm, as provided in SDCL 13-32-7, on or in any elementary or secondary school premises, vehicle or building that is owned, leased or used for elementary or secondary functions or activities.

The Gun-Free Schools Act of 1994 requires that schools:

(1) Comply with the state law requiring a one (1) year expulsion; that is, subject to the case by case exception, any student who brings a weapon to school must be expelled for not less than one (1) year.
(2) Provide assurance of compliance to the State Education Association.
(3) Provide descriptive information to the State Education Association concerning the expulsion.
(4) Have a referral policy for students who bring weapons to school.

Therefore, if a student has intentionally brought a firearm onto school premises, vehicle or building that is owned, leased or used for school functions or activities, the following plan will be implemented.

(1) Students are entitled to due process:
   A. If, after due process has been accorded, a student is found to have brought a weapon to school the GFSA requires expulsion for a period of not less than one (1) year.
   B. The school administration may modify the one (1) year expulsion requirement on a case by case basis.
(2) Send a report to the SEA that includes the following:
   A. Number of students expelled.
   B. The type of weapon involved.
(3) A written report to the local law enforcement of the incident. The report must include name, date and type of weapon.
(4) Alternative educational services will only be provided if federal or state laws require that service.

The school district will allow usage of facilities for hunter safety courses. A properly certified instructor must teach the class.

SEPARATED / DIVORCED FAMILY POLICY (MS and HS)

I. School Neutrality / Parent Responsibility

The Deuel School District shall maintain strict neutrality between parents who are involved in an action involving the family (separation/divorce proceeding/divorced) as it is the intent of the District to promote the best interests of each student enrolled in its schools in partnership with both parents, unless otherwise directed by Court Order. It is the responsibility of the parent wishing to restrict a parental right to notify the District of any Court Order affecting student contact/student visitation and/or student records by submitting a certified copy of the Court Order to the Superintendent of Schools and a copy to the child's school building principal.

II. Student Contact / Student Visitation During School Hours

Unless a parent gives notification pursuant to paragraph I above, the District will assume that both parents have the right to contact and visit his or her child at school. For purposes of this provision, the Court Order restricting any right of contact and/or visitation needs to specifically restrict the right and a general order

granting physical custody to one parent will not be deemed as sufficiently specific as to prohibit the noncustodial parent's right to contact and/or visit the child while the child is at school.

III. Release of Student to Noncustodial Parent
The District will not authorize a student enrolled in the District to leave the school premises with a noncustodial parent during school hours without the permission of the parent having primary physical custody of the child. For purposes of this provision, it is the responsibility of the custodial parent to provide the District with a copy of the Court Order granting custody pursuant to paragraph I.

IV. Release of Student Records
Pursuant to federal law (Family Education Rights and Privacy Act) both parents, regardless of marital status, have the right to access and have copies of student records and discuss the same with appropriate school employees, unless there is a Court Order specifically restricting this right of access. Any Court Order restricting the release of confidential student records to a parent is to be submitted to the District pursuant to paragraph I.

FIRE DRILLS (MS and HS)

We are required to conduct four fire drills during the school year. Evacuation procedures for each classroom are clearly posted near the exit in each classroom. Older students should be careful of the younger students. When the fire drill sounds, each classroom will follow the course which will be outlined in each room. All books and wraps should be left in the building. No one should enter the building again until the all-clear signal horn has been given by the principal.

NATURAL DISASTERS (TORNADOES) (MS and HS)

DEFINITION OF TERMS:
Tornado watch (forecast) is announced. This means that tornadoes are expected in or near our area.
Tornado warning means that a tornado has actually been sighted and may strike the area. Take shelter immediately.

PROCEDURE:
Tornado Watch: If a tornado watch is announced by the weather bureau, the superintendent or business manager will be notified immediately by the National Weather Service (NWS). The school official so informed will then immediately contact all building principals.
Tornado Warning: Signal will be given by principal. When a tornado warning is issued, take shelter immediately. You must take action to protect yourself and those under your supervision from being blown away, struck by falling objects or injured by flying debris.

When the fire bell sounds, all students and staff members are to leave the building quickly and quietly by the route posted in each room. When the tornado drill signal is given, all students and staff are to go to their designated area and assume the instructed position. Fire and tornado drills are to be posted in each room.

SCHOOL DISCONTINUANCE DUE TO WEATHER (MS and HS)

Three most common situations regarding winter storm emergencies:
1. School will be closed because of storm and buses will not go out on routes. No classes will be held.
2. A delay in school opening time will be announced. School will start late and buses will go out on routes prior to the time school begins.
3. Storms which occur after school is in session.

Procedures will be as follows:
1. Schools will close. No classes will be held.

a. An ITC notify statement will be sent to all district stakeholders. This will be delivers in a text message for, phone call or an e-mail.
b. Post will be created on the school website and Facebook page.
c. Announcements will be made on the major network television affiliates prior to schools being closed.
d. Students shall not report to school.

2. If school is to start late, announcements will be made on the above radio and television stations. Students and parents are expected to listen to the radio and/or television for this announcement. Rural buses shall operate on a schedule to deliver students in time for new starting time. Dismissal time will be at the regular time.

GUIDELINES DEVELOPED BY COUNCIL OF SCHOOL ATTORNEYS

ARTICLE 24:07
STUDENT DUE PROCESS

CHAPTER 24:07:01
GENERAL PROVISIONS

Section 24:07:01:01 Definition of terms - Terms used in this article, unless the context plainly requires otherwise mean:

(1) "Expulsion," the action of the school board to terminate a pupil's membership in school for a period of time not to extend beyond the end of the school year;
(2) "Long-term suspension," the exclusion by the school board of a pupil from a class or classes for more than ten school days, but not more than 90 school days;
(3) "Parent," a parent, guardian, or person in charge of a pupil;
(4) "Policy," a rule, regulation, or standard enacted by a school district board;
(5) "Short-term suspension," the exclusion of a pupil by principal or superintendent from a class or from school for not more than five school days.

CHAPTER 24:07-02
SHORT-TERM HEARING PROCEDURE

Section 24:07:02:01 Suspension

24:07:02:01 Short term suspension hearing procedure. If a short term suspension from a class, classes, or school is anticipated because of a pupil's violation of a rule, regulation, or policy; the principal shall give oral or written notice to the pupil as soon as possible after discovery of the alleged violation, stating the basis for the suspension. The pupil shall be given the opportunity to answer the charges. When a pupil is suspended following the hearing, the parent shall be given oral notice, if possible, and sent a written notice; however, a pupil shall not be removed from the school premises before the end of the school day without contacting a parent.

CHAPTER 24:07:03
LONG-TERM PROCEDURE

Section 24:07:03:01 Written Report Required

24:07:03:01 Written report required. The superintendent must file a sealed, written report with the school board by the end of the fifth school day following the first day of the long-term suspension and may request that a hearing be held before the school board. The report must include the facts of the situation, the action taken, the reasons for the action, and the superintendent's decision or recommendation. The report must remain in the possession of the school board secretary or business manager, sealed and unavailable for review by individual school board members, until the time set for a hearing. The superintendent must send a copy of the report to the pupil's parent or to the pupil if the pupil if 18 years of age or older or an emancipated minor at the same time the report is filed with the school board secretary or business manager.

24:07:03:02 Notice of hearing. If the superintendent deems that there are grounds for a long-term suspension from a class, classes, or for expulsion from school, the using the short-term suspension procedure in Section 24:07:02:01. The superintendent shall give notice of the necessity for the hearing in writing to each school board member. A written notice shall be given to the pupil's parents. The parent's notice shall contain the following minimum information:

(1) policy allegedly violated;
(2) the date, time, and place for the hearing;
(3) a description of the hearing procedure
(4) the reason for the disciplinary proceedings;
(5) a statement that the pupil's records are available at the school for examination by the pupil's parents, or their authorized representative; and
(6) a statement that the pupil may present witnesses.

24:07:03:03 Right of Waiver. The pupil of if the age of majority or emancipated, or the pupil's parent may waive the right to a hearing in writing to the superintendent. If the hearing is not waived, the hearing shall be held on the date, time, and place set in the notice unless a different date, time, and place are agreed to by the parties.

24:07:03:04 Hearing Procedure. The school board shall constitute the hearing board and shall conduct the hearing in the following manner:

(1) A school board member or a school board designee who is not an employee of the school district shall be appointed as presiding officer;
(2) each party may make an opening statement;
(3) each party may introduce evidence, present witnesses, and examine and cross-examine witness;
(4) each party may be represented by an attorney;
(5) the administration will present its case first;
(6) the hearing shall be closed to the public and a verbatim record of the hearing will be made and will be sealed pending court order;
(7) witnesses may be present only when testifying. All witnesses shall take an oath or affirmation to be administered by the school board president or business manager;
(8) each party may raise objections; however, objections shall be limited to relevancy and scope of the question;
(9) all relevant evidence shall be admitted; however, unproductive or repetitious evidence may be limited by the presiding officer;
(10) the presiding officer may ask questions of the witnesses and may allow other school board members to interrogate witnesses;
(11) each party may make a closing statement;
(12) after the hearing, the school board shall continue to meet in executive session for deliberation. No one other than the presiding officer of the hearing shall meet with the school board during deliberation. The school board may seek advice during deliberation from an attorney not present at the hearing. Consultation with any other person during deliberation shall occur only if a representative of the pupil is present;
(13) the decision of the school board shall be based solely on the evidence presented at the hearing and shall be formalized by a motion made in open meeting. The motion shall omit the name of the pupil and shall state the reason for the board's action. The pupil or pupil's parents shall be notified in writing of the decision. The notice shall state the length of the suspension or expulsion.

Senior Privileges STILL IN PROGRESS

Senior Privileges will begin when the form is signed by the student and returned to the principal. To maintain senior privileges students must meet the following criteria:

1. ~~A senior student must be passing **ALL** of his/her classes.~~ A senior student must have at least a C or higher in all of his/her classes including Dual Credits. Grades will be checked at eligibility check points to see which seniors qualify for senior privileges. The student must be on track to graduate.
2. Any senior who has been tardy **FIVE** or more times during the semester will lose their senior privileges for a determined period of time by the principal. The handbook disciplinary measures for tardiness will continue to be enforced.
3. Any senior who receives an in-school or out-of-school suspension or has 12 or more absences during the semester will lose his/her senior privileges for a period of time to be determined by the principal.
4. Any senior that drives or rides in an unauthorized vehicle during school hours will forfeit their senior privileges for the remainder of the school year.
5. The principal reserves the right to revoke privileges for disciplinary reasons at any time.

Seniors with privileges must follow the following rules:

1. Seniors with privileges are permitted to go to the front of the lunch line.
2. Seniors with privileges do not have to come to school until the start of their first class for the day and can leave school at the end of their last class for the day.
3. Seniors with privileges will have an open campus noon hour. These seniors can leave the building to eat lunch. ~~He/She~~ Students can only drive if the driving permission form has been signed and turned in.
4. Seniors with privileges must check into their Study Hall and then can go home, the commons, or the library. Seniors **must not** be roaming throughout the school during these study hall times.

I have read and understood the above criteria for senior privileges at Deuel School District. My signature below states that I will adhere to the above rules and qualifications. I understand that if I break any of the above rules or do not meet any of the preset qualifications, I will forfeit my senior privileges.

Student Signature _____Date: _____

(WILL BE COMPLETED ONLINE BEGINNING 25-26)

MUST BE RETURNED TO THE HIGH SCHOOL/MIDDLE SCHOOL PRINCIPAL'S OFFICE

I have read and understand the High School/Middle School Student Handbook as found on the Deuel School District website. I hereby authorize the school to enforce school policy as it applies to my child/children.

_ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ (Parent Signature)

_ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ (Student Signature)

_ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ (Date)

_ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ (Date)

Permission to Publish on the Internet

I give permission for my photograph, picture and/or projects to be published on the website, around the community, or in the classroom. I understand that my name will not be used with the published photograph, picture or project. This will help ensure my privacy.

______________________________ Student's Signature

______________________________ Parent's Signature

______________________________ Date

______________________________ Date

ONLINE BEGINNING 25-26

Parental Notification
School Health Assessments 2023-2024

From time to time during the year, health screening may be provided through a contract with the South Dakota Department of Health (DOH), which is subject to the rules and regulations of the Health Insurance Portability and Accountability Act (HIPAA). HIPAA requires that the DOH provide access to our Notices of Privacy Practices. You may view the DOH notice on our website at https://doh.sd.gov/documents/HIPAANotice.pdf or request a printed copy by contacting us at 1-800-305-3064.

Parents will be notified of any concerns identified during the health screenings so their child can be further evaluated by the provider of the parent's choice.

When a vision or hearing screening indicates additional testing is needed, the nurse can discuss with school personnel the possible accommodations in the classroom that can be made for the benefit of the child.

If you agree to your child's participation as indicated above, there is no need to sign or return this form to the school.

To Decline Services

_____ I agree to have my child participating in health screening, but do **NOT** want an abnormal hearing or vision screening result to be shared with school personnel

_____ I decline to have my child participate in school health screening

_____ (Printed name of student)

_____ (Printed name of parent)

_____ (Parent Signature)

Policy ABAD: Parent's Rights **Status:** ADOPTED

Original Adopted Date: 06/09/2025 | **Last Reviewed Date:** 06/09/2025

?ARENTS' RIGHTS

The Board believes in the fundamental right of a parent to the nurture, care, custody, and control of his or her child. It is the Board's position that the District will not infringe upon that right unless the infringement is narrowly tailored to meet a compelling school district interest by the least restrictive means, the authority of state law or local school district policy are not limited, or the educational process is not abridged or intruded upon. The Board encourages collaboration between parents and the District with the goal of supporting student learning, growth, and development.

Policy BD: SCHOOL BOARD MEETINGS

Status: ADOPTED

Original Adopted Date: 06/09/2025 | **Last Reviewed Date:** 06/09/2025

REGULAR MEETINGS

All regular official School Board meetings will be held on the second Monday of each month, unless otherwise designated at the annual organizational meeting of the Board.

The official meetings of the school board are open to the public unless a specific law is cited by the school board to close the official meeting to the public. An official meeting is any meeting of a quorum of the school board at which official business of the school district is discussed or decided, or public policy is formulated, whether in person or by means of teleconference.

Subject to the following rules, any person may record, through audio or video technology, a school board meeting that is open to the public as long as the recording is reasonable, obvious, and not disruptive.

1. A person who wishes to audio or video record some or all of an official school board meeting must inform the school board president/chairperson or superintendent prior to the beginning of the meeting of the person's intent to record. At the beginning of the meeting, the school board president will then inform all persons present of the recording.

2. The quantity and type of recording equipment used shall be subject to the discretion of the school board, and the school board president/chairperson shall have the discretion to exclude or terminate recording of the meeting.This discretion is not to be exercised in an effort to restrict the public's right to be informed of school board meeting proceedings, but only where these rules have been violated.

3. Recording equipment must not produce distracting light or noise, and no artificial lighting device of any kind shall be employed with a video camera.

4. Recording equipment must not obstruct the vision of persons attending the school board meeting and their ability to see all school board members.

5. Any person violating the rules set forth above may be directed to cease the recording or leave the premises.

The School Board shall reserve at every official meeting a period for public comment, limited at the Board's discretion as to the time allowed for each topic and the total time allowed for public comment, but not so limited as to provide for no public comment. Public comment is not required at official meetings held solely for the purpose of meeting in executive session, an inauguration, swearing in of newly elected officials, or presentation of an annual report to the School Board.

The School Board shall annually distribute to Board members and review the following during one official meeting on an annual basis:

1. 1. The Conducting the Public's Business in Public brochure published by the South Dakota Attorney General; and

2. 2. Any other material pertaining to the open meeting laws of this state provided by the South Dakota Attorney General for the specific purpose related to SDCL 1-25-___.

The School Board must include in the minutes of the meeting at which the review took place an acknowledgement that the review was completed.

SPECIAL MEETINGS

Special meetings may be called by the President of the Board, or in his or her absence the Vice-President, or a majority of the Board members. Notice stating the time and place of any special meeting and the purpose for its call, will be given each Board member and the Superintendent by the Business Manager, either orally

or in writing, in sufficient time to allow each member's presence. No business other than that stated in the notice will be transacted at a special meeting. Local news media that have requested notice will be notified of the special meeting by mail, e-mail, delivered in person or telephone prior to the meeting.

TELECONFERENCE

Any official meeting, including executive meetings, may be conducted by teleconference. A teleconference is an exchange of information by audio, video, or electronic medium, including the internet. A member is deemed present if the member answers present to the roll call conducted by teleconference for the purpose of determining a quorum. Each vote at an official meeting held by teleconference may be taken by voice vote. If any member votes in the negative, the vote shall proceed to a roll call vote. A teleconference may be used to conduct a hearing. If the school board conducts an official meeting by teleconference, the school board shall provide a place at which the public may listen to and participate in the teleconference meeting. For any official meeting held by teleconference, which has less than a quorum of school board members participating in the meeting who are present at the location open to the public, arrangements shall be provided for the public to listen to the meeting via telephone or internet. The requirement to provide one or more places for the public to listen to the teleconference does not apply to an executive meeting.

ASBSD sample policies are intended to be a guide for school districts. As is the case with any policy, a local school district's unique circumstances, challenges and opportunities need to be considered.

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Policy DFD: Gate Receipts and Admissions

Status: ADOPTED

Original Adopted Date: 06/09/2025 | **Last Reviewed Date:** 06/09/2025

Cash payment will be accepted for admission to a school-affiliated event on the day of the event for which the admission fee is less than two hundred dollars per individual.

For purpose of this policy a "school-affiliated event" means any athletic competition, play, musical, concert, performance, or other activity occurring in this state, which is conducted or sponsored by the district, or in which the district participates, and for which an admission fee that is less than two hundred dollars per individual is charged.

Credit cards or other electronic payment methods may also be accepted by the District for gate receipts and admissions.

For any event at which the District distributes materials to students or patrons that is not an event conducted or sponsored by the District, the District may note in such materials that the event is not conducted or sponsored by the District.

Policy ECABB: Multi Occupancy Room Use (Bathrooms)

Status: ADOPTED

Original Adopted Date: 06/09/2025 | **Last Reviewed Date:** 06/09/2025

Definitions

"Changing room," a room or area in which an individual may be in a state of undress in the presence of others, including a multi-occupancy locker room or shower room;

"Female," an individual who naturally has, had, will have, or would have, but for a congenital anomaly or intentional or unintentional disruption, the reproductive system that produces, transports, and utilizes eggs for fertilization;

"Male," an individual who naturally has, had, will have, or would have, but for a congenital anomaly or intentional or unintentional disruption, the reproductive system that produces, transports, and utilizes sperm for fertilization;

"Reasonable accommodation," access to:

(a) A unisex or family room; or

(b) A single-occupancy changing room or restroom which has been designated for employees of the district, provided the room is not available to the employees while being used by the student; and

"Restroom," a room that includes one or more toilets or urinals;

"Sleeping quarters," a room that contains a bed and in which more than one individual is housed overnight;

"Sex," an individual's biological sex, either male or female; and

"Unisex or family room," a changing room or restroom that:

(a) Is intended for use by a single occupant, a single occupant and the occupant's caregiver, or members of the same family;

(b) Is enclosed by means of floor-to-ceiling walls; and

(c) Is accessible by means of a full door, with a secure lock that prevents entry by another individual while the room is in use.

Multi-Occupancy Rooms

Any multi-occupancy room or area in which an individual may be in a state of undress in the presence of others, including a multi-occupancy locker room or shower room, restroom, or sleeping quarters in a facility or space owned or rented by the District will be designated for use exclusively by females or for use exclusively by males.

A male may not enter a changing room or restroom designated exclusively for females, and a female may not enter a changing room or restroom designated exclusively for males.

Upon receipt of written notice from a student or that student's parent or guardian that the student is unable or unwilling to use a multi-occupancy changing room, restroom, or

sleeping quarters, the Superintendent or designated administrator may grant a request for reasonable accommodation, as defined in this policy, for a stated period of time not to exceed the conclusion of the school year or include access to a facility designed for use exclusively by members of the opposite sex.

If the District sponsors or sanctions any event that requires students to be provided with changing rooms or sleeping quarters, all multi-occupancy changing rooms and sleeping quarters will be designated as being for use exclusively by females or exclusively by males. A student may not be required to share sleeping quarters with a member of the opposite sex, unless the individuals are members of the same family. In any other setting in the District where an individual may be in a state of undress in the presence of others, the District will provide separate, private areas designated for use by individuals based on the individual's sex. No individual may enter private areas unless the individual is a member of the designated sex.

If a student is unable or unwilling to use a room for overnight sleeping quarters, in accordance with the exclusive designation set forth in this policy, that student, or the student's parent in the case of a student under the age of eighteen, may file, with the Superintendent or designated adminisrator, a request to be reassigned to single-occupancy room.

Exceptions

These prohibitions do not apply to:

(1) The accommodation of an individual protected under the Americans with Disabilities Act of 1990, 42 U.S.C. § 12101, et seq. (January 1, 2025) or the Rehabilitation Act of 1973, 29 U.S.C. § 701, et seq. (January 1, 2025);

(2) An individual who accompanies a student requiring assistance because of age;

(3) A law enforcement officer, fire official, or employee of the District, acting in an official capacity;

(4) An individual providing emergency medical assistance; or

(5) An individual providing custodial, maintenance, or inspection services, provided the changing room or restroom is unoccupied.

Policy IKFB: GRADUATION CEREMONY DECORATION

Status: ADOPTED

Original Adopted Date: 06/09/2025 **| Last Reviewed Date:** 06/09/2025

Any Native American student may wear an eagle feather or eagle plume at that student's graduation ceremony, or an appropriate beaded graduation cap subject to the determination of the school Administrator overseeing the graduation ceremony that the beaded graduation cap is appropriate.

A student who has enlisted in the South Dakota National Guard or in a branch of the armed forces may wear to his or her graduation ceremony a sash, stole, or other military decoration issued to that student by the military branch for the purposes of being worn at the graduation ceremony. The student should inform the Administrator overseeing the graduation ceremony of his or her intention to wear the sash, stole, or other military decoration.

ASBSD sample policies are intended to be a guide for school districts. As is the case with any policy, a local school district's unique circumstances, challenges and opportunities need to be considered.

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Supporting Documents

IKFB Graduation Ceremony Decoration

Supporting Links

SDCL 36-1-2 - https://sdlegislature.gov/Statutes/36-1-2

SDCL 13-1-66.1 - https://sdlegislature.gov/Statutes/13-1-66.1

SDCL 13-1-66 - https://sdlegislature.gov/Statutes/13-1-66

Policy BDDG: MINUTES

Status: ADOPTED

Original Adopted Date: 10/10/2022 | **Last Revised Date:** 06/09/2025 | **Last Reviewed Date:** 06/09/2025

The minutes of the meetings of the School Board are the written permanent records of the school district. The business manager will keep minutes of all the official actions of the Board. The minutes will include:

1. A record of all actions taken by the Board, with the vote of each member recorded except in cases of unanimous votes.

2. Resolutions and motions. This will include a detailed statement of all expenditures of money, with names of persons to whom payment is made for service rendered or goods furnished; a detailed statement of receipts, and balance on hand; and expenditures and receipts of custodial accounts.

3. A record of the disposition of all matters on which the Board considered, but did not take action.

4. The salaries of all employees will be published after the July organizational meeting, and total payroll by department monthly.

The unapproved minutes will be available for inspection by any person within 10 business days after the meeting.

Within 20 days after a Board meeting, minutes of the meeting will be published in the local newspaper, as in accordance with law. The business manager will sign each legal publication submitted to the newspaper.

The Board will approve the minutes of every meeting within 45 days after that meeting. The presiding officer and the business manager will sign the minutes of all regular and special meetings after approval by the Board. Any change or correction in the minutes will be reflected in the minutes of the meeting at which the changes are made.

Following each annual school election held pursuant to §13-7-10, the school board, within 60 days of the official canvas, shall include in the school board minutes the following information:

1. The number of registered voters of the school district on the date voter registration closes;
2. The number of registered voters of the school district who voted in the election;
3. The percentage of registered voters of the school district who voted in the election;
4. The date of the election, and if the election was held in conjunction with a regular municipal election as provided in §13-7-10.1 or with the regular June primary as provided in §13-7-10.3.

If the annual election was not held because there was not a contested vacancy for the school board and no question was submitted to the voters, the school board shall provide that information in the school board minutes.

The School Board must include in the minutes of the meeting at which the School Board conducted its annual review of open meeting laws an acknowledgement that the review was completed.

All minutes will be open to inspection by the public during the regular office hours of the business manager.

Notes: It is advisable to consult with the Department of Legislative Audits relative to the legal rates for publication and the form to be used in publishing since the form used can save the district considerable publishing expenses.

District reorganization plans must also be published in the Board minutes.

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Policy FC: FACILITIES CAPITALIZATION PROGRAM

Status: ADOPTED

Original Adopted Date: 03/13/2023 | **Last Revised Date:** 06/09/2025 | **Last Reviewed Date:** 06/09/2025

To finance the facilities program, the Board, as established by law, may at its discretion authorize an annual tax levy not to exceed 3 dollars per thousand dollars on the taxable valuation of the district for the capital outlay fund. The Board may also issue and sell capital outlay certificates. Money received from the sale of these certificates will also be placed in the capital outlay fund.

Approval to enter into an agreement or issue capital outlay certificates is subject to a referendum, with an election for that purpose to be held on:

- The first Tuesday after the first Monday in March;
- The first Tuesday after the first Monday in June; or
- The first Tuesday after the first Monday in November.

The capital outlay fund is a fund provided by law to meet expenditures on one thousand dollars or more for the purchase of land; improvement of grounds; construction of, additions to and remodeling of facilities; or for the purchase of equipment. It may also be used for installment or lease-purchase payments for the purchase of real property, plant or equipment, where the installment or lease purchase contract does not exceed 20 years, and for the payment of the principal and interest of capital outlay certificates. When used for the purchase of capital outlay certificates and the payment of installment or lease-purchase contracts, the total accumulated unpaid principal balances cannot exceed three percent of the taxable valuation. A school district, which contracts its student transportation may expend from the capital outlay fund an amount not to exceed fifteen percent of the contract amount. The capital outlay fund may be used to purchase textbooks and instructional software. The capital outlay fund may be used to purchase warranties on capital assets only if the warranties do not include supplies.

Construction of new facilities, or of additions to facilities which will require advertising for bids, must have a public hearing at least 10 days prior to the advertisement of any contract specifications. Following this public hearing and approval of the Board, the district may use the capital outlay fund for payment of the new construction or addition, however, the district may not change the originally advertised use of the fund without holding another public hearing.

In accordance with law, the Board will develop and maintain a five-year plan on the annual projected revenues and expenditures for the capital outlay fund. The projected expenditures will itemize the projected costs for new or additional facilities.

Note: A school district may raise additional revenues for capital outlay fund purposes through the imposition of an excess tax levy under SDCL §§ 10-12-43 and 10-12-43.1

ASBSD sample policies are intended to be a guide for school districts. As is the case with any policy, a local school district's unique circumstances, challenges and opportunities need to be considered.

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Policy GCDB: CRIMINAL BACKGROUND CHECKS

Status: ADOPTED

Original Adopted Date: 04/10/2023 | **Last Revised Date:** 06/09/2025 | **Last Reviewed Date:** 06/09/2025

Definitions

Criminal History Record Information (CHRI): A criminal history of an individual obtained through the South Dakota Division of Criminal Investigation (SD DCI) and/or the Federal Bureau of Investigation (FBI) using the individual's fingerprints. CHRI includes information on the arrest, detention, complaint, indictment or former criminal charge of an individual as well as the disposition of any charges. The FBI rules differ from the DCI rules regarding the disclosure of criminal history record information.

Criminal Justice Information Services (CJIS): The FBI's Criminal Justice Information Services Division, or CJIS, provides a range of state-of-the-art tools and services to law enforcement, national security and intelligence community partners, and the general public. Its purpose is to equip law enforcement, national security, and intelligence community partners with the criminal justice information needed to protect the United States and the public. The CJIS Division was established in 1992 to serve as the focal point and central repository for criminal justice information services in the FBI. It is the largest division in the FBI.

I. Policy Statement

The District is committed to providing a safe learning and working environment. The District will require each person over eighteen years of age hired by the district, ~~or who is a volunteer two or more times during the school year,~~ to submit to a criminal background investigation, by means of fingerprint checks by the SD DCI and the FBI. ~~Also, any person who is employed by an entity which provides the District with student services shall be required to submit to a criminal background investigation.~~ The district and its employees, officers and agents will only obtain CHRI when authorized by law and will only use CHRI, or the personally identifiable information first obtained by the district in CHRI, for the purposes of determining whether a person should be employed by the district.

In accordance with law and to protect the district's students, criminal background checks on persons who are employed in the district, ~~who volunteer two or more times during the school year, or are employed by an entity which provides the District with student services~~ shall be required. ~~Examples of non-school entities which provide student services include but are not limited to food service and bus service contractors.~~ The criminal background investigation shall be done by means of fingerprint checks by the SD DCI. If no disqualifying record is identified at the state level, the fingerprints shall be forwarded by the SD DCI to the FBI for a national criminal history record check. The district and district employees will comply with state and federal law, rules, procedures and policies regarding the receipt, use and dissemination of criminal history record information of any individual.

This policy is applicable to any fingerprint-based state and national criminal history record checks made for non-criminal justice purposes and requested under applicable federal authority and/or state statute authorized such checks for school employment under SDCL 13-10-12. Where such checks are allowable by law, the following practices and procedures will be followed.

II. Access to CHRI

All CHRI is subject to strict state and federal rules and regulations. CHRI is used only for the official purpose for which it was requested, and CHRI cannot be shared with other entities for any purpose, including subsequent hiring determinations. All receiving entities are subject to audit by the SD DCI and the FBI, and failure to comply with such rules and regulations could lead to sanctions. Furthermore, an entity can be charged with federal and state crimes for the willful, unauthorized disclosure of CHRI.

Each person over eighteen years of age hired by the district, ~~who is a volunteer two or more times during the school year, or is employed by an entity which provides the District with student services~~ shall be required to submit to a criminal background investigation in accordance with SDCL 13-10-12 for school employment purposes.

Background Check Procedures

When applicable, the following steps will be taken:

1. The District shall provide applicants with the FBI Privacy Statement outlining the authority for collecting the applicant's information, that the applicant's fingerprints will be used to check the national criminal history records of the FBI and how that information will be used, retained and shared.
2. The school district shall transmit completed fingerprints to the SD DCI before the prospective new employee ~~or volunteer~~ enters into service.
3. The prospective employee whose employment with the District is subject to the requirements of this section may be required to pay any fees charged for the cost of fingerprinting or the criminal background investigation.

4. ~~The District shall pay any fees charged for the cost of fingerprinting or the criminal background investigation for their status as a volunteer is subject to the requirements of this section.~~
5. Any person hired to officiate, judge, adjudicate, or referee a public event sponsored by a school district is not required to submit to a criminal background investigation.
6. Any person whose employment ~~or status as a volunteer~~ is subject to the requirements of this section may enter into service on a temporary basis pending receipt of results of the criminal background investigation. The District may, without liability, withdraw its offer of employment or terminate the temporary employment or status as a volunteer without notice if the report reveals a disqualifying record.
9. ~~The District shall run a background check on employees of contractors that provide the district with student services. Examples of contractors which provide student services include but are not limited to food service and bus service contractors. The contractor shall be responsible for the cost of the criminal background check.~~
~~a. If the District runs a background check on employees of a contractor that does business with the district, the district will not provide the CHRI to the contractor. Instead, the district will provide a clearance letter notifying the contractor whether the employee is cleared to provide services in the district.~~

The criminal investigation required by this section with respect to a student teacher completing requirements for teacher certification shall be conducted by the District, and the District may rely upon the results of that investigation for employment of that person as an employee of the district. Results of a criminal background investigation conducted by another South Dakota public school district of a student teacher, hired by the District, may be relied upon by the District in accordance with SDCL 13-10-12.1.

A District employee who is employed simultaneously with another school district is only required to obtain one criminal background investigation, if the background investigation was conducted less than five years before the person was first employed by the District.

The results of the background investigation done by the District shall be transferred to another South Dakota public school district if the other public school district, or current District employee, submits a written request to the District that the results be transferred to the other public school district. The District employee who was the subject of the criminal background investigation must sign a written release authorizing the transfer. The information will be sent by U.S. Mail. The District shall also execute an Information Exchange Agreement with each School District it disseminates CHRI to prior to dissemination occurring.

When disseminating CHRI to another District, a Dissemination Log shall be maintained. The following shall be recorded in the District's Secondary Dissemination Log:

1. The name of the subject of record (last, first, middle initial)
2. The date of birth of the subject of record
3. The social security number of the subject of record (Optional)
4. The District releasing the record
5. The date released
6. The name of the person at the District requesting the record
7. The requesting District's name and address
8. The purpose of the District disseminating the record to the requesting District
9. The date a written request was signed by the subject authorizing the release of CHRI
a. The signed authorized form must be retained by the District
10. How the CHRI was sent
a. Must be via U.S. Postal Service physical paper dissemination
11. Signature of District employee disseminating the CHRI pursuant to a valid request

The Secondary Dissemination Log shall be maintained until the onsite audit is complete and the District receives from the SD Division of Criminal Investigation written notice of a successful Policy Compliance Review, unless the log is needed or required for other purposes.

III. Adverse Decisions Based on CHRI

No person may be employed by the District, either directly or by contract, ~~and no person employed by a contract provider and who would have direct student responsibilities may provide direct student services,~~ if the person has been convicted of a crime of violence (murder, manslaughter, rape, aggravated assault, riot, robbery, burglary in the first degree, arson, kidnapping, felony sexual contact, felony child abuse, or any other felony in the commission of which the perpetrator used force, or was armed with a dangerous weapon, or used any explosive or destructive device), sex crimes (including but are not limited to, rape, felony sexual contact with a minor under sixteen, sexual contact with a person incapable of consenting, possessing, manufacturing, or distributing child pornography, and

sexual exploitation of a minor), or distribution or trafficking in controlled substances or distribution of marijuana.

a. The District may also refuse to employ a person who has been convicted of a crime involving moral turpitude. "Moral turpitude" is defined "an act done contrary to justice, honesty, principle, or good morals, as well as an act of baseness, vileness, or depravity in the private and social duties which a person owes to his fellow man or to society in general.
b. The District may consider any criminal conviction in making a hiring decision. The District has the sole and absolute discretion to determine whether the results of a criminal background investigation disqualify a person from employment within the District.
c. For purposes of this policy, the term conviction means a plea or verdict of guilty or a conviction following a plea of nolo contendere (no contest) in this state or any other state.

Should an applicant be disqualified from employment due to the results of a criminal background check, the District shall inform the applicant that the criminal background check results prohibit the District from employing the person. The District will not delay the employment hiring decision solely because the applicant seeks to correct his or her FBI criminal history record information (CHRI).

Before a person's conditional employment is terminated as a result of the person's CHRI, the District shall inform the person whose conditional employment is subject to termination that the criminal background report reveals a conviction which prohibits the District from employing the person, and inform the person of his or her right to appeal the accuracy or completeness of the CHRI to the SD DCI or FBI. Employees shall be afforded procedural due process consistent with their employment status (i.e., whether the person is an employee-at-will, a school-year employee, or a ten month or twelve month employee) should termination of conditional employment be a possibility following the District's receipt of the CHRI. A final adverse decision based on an individual's CHRI will not be made until the individual has been afforded a reasonable time of <time period (ex. 15 days, 30 days, etc)> to correct or complete the CHRI.

Upon request the district will provide a copy of the CHRI to the person who is the subject of the background check for challenging purposes upon providing a valid photo identification. The CHRI will only be released to the individual and not to relatives, spouses or friends. The District will note in the dissemination log that a copy was provided to the individual.

All employees and other persons required to submit to a criminal background check pursuant to this policy must notify the district in writing if they are convicted of any offense of domestic violence, child abuse, sex offense, drug (including marijuana) or any felony offense. This notification must be made as soon as possible, but no later than five business days after the event.

The District reserves the right to require any employee ~~or volunteer~~ to submit to additional criminal background checks at the district's expense. ~~The district reserves the right to require any employee of an entity which provides the District with student services to submit to additional criminal background checks which shall be at the entity's or person's expense.~~

As required by state law, SDCL 13-10-15, if, as the result of a criminal conviction the school board suspends an employee without pay, or an employee resigns, or an employee is terminated, the superintendent shall within ten days of the date of the suspension or the date the employment is severed report the circumstances and the name of the employee to the S.D. Department of Education.

IV. Designations

The Superintendent, as the Agency Head, is responsible for signing the SD Division of Criminal Investigation (SDDCI) User Agreement on behalf of the District alongside the designated Non-Criminal Agency Coordinator (NAC) and Local Agency Security Officer (LASO).

The District's designated NAC is responsible for the following:
1. Maintaining an authorized personnel list on file with the SD DCI
a. Ensuring everyone included on this list must undergo the appropriate level of CJIS Security Awareness Training
b. Ensuring everyone included on this list signs a Acknowledgement Statement of Misuse and the SD DCI Misuse Notification
2. Inform the SD DCI of changes in the agency head or any relevant business information (agency name changes, mailing/physical address changes, etc.)
a. Contact the SD DCI immediately to update the User Agreement and, if necessary, submit the new authorization to the SD DCI

3. Complete a triennial audit conducted by the SD DCI

The District's designated LASO is responsible for the following:
a. Identifying who is using or accessing CHRI and/or systems with access to CHRI
b. Ensuring that personnel security screening procedures are being followed as stated in this policy
c. Ensuring the approved and appropriate security measures are in place and working as expected
d. Terminating access to CHRI immediately upon notification of an individual's termination of employment
e. Reporting any incidents or misuse of CHRI to the SD DCI

V. Training

An informed review of a criminal record requires training. Accordingly, all personnel authorized to receive and/or review CHRI at the District will review and become familiar with the educational and relevant training materials regarding CHRI laws and regulations made available by the appropriate agencies. The District will ensure that all employees who have access to CHRI complete Security Awareness Training provided by the SD DCI on an annual basis through CJIS Online. The District shall email dci.idbackgroundchecks@state.sd.us for more information or to get personnel set up with training as needed.

Once the individual has completed the CJIS online training and has taken the test each individual will receive and acknowledge in writing the receipt of the following: (1) User Rules of Behavior Acknowledgement form, (2) CHRI Disciplinary Policy, and (3) Acknowledgment Statement of Misuse. The District will keep a copy of the signed documents in each individual's personnel file.

VI. Storage of CHRI

Information received by the District pursuant to a criminal background check is confidential. Administrative, technical, and physical safeguards, which are in compliance with the most recent FBI security Policy, have been implemented to ensure the security and confidentiality of CHRI. Only authorized persons within the district may access, view or use CHRI. Authorized persons may not share or otherwise disclose information contained in CHRI to unauthorized persons. Each individual involved in the handling of CHRI is to familiarize himself/herself with these safeguards. Each individual involved in the handling of CHRI will strictly adhere to the policy on the storage and destruction of CHRI.

VII. Media/Physical Protection

All media containing CHRI is to be protected and secured at all times. The following is established and to be implemented to ensure the appropriate security, handling, transporting, and storing of CHRI media in all its forms.

Physical Storage and Access

Physical CHRI media shall be securely stored within physically secured locations or controlled areas. Access to such media is restricted to authorized personnel only and shall be secured at all times when not in use or under the supervision of an authorized individual.

Physical CHRI media:
- Is to be stored within employee records when feasible or by itself when necessary
- Is to be maintained within a lockable filing cabinet, drawer, closet, office, safe, vault, or other secure container.

Based on guidance from SD DCI, the District will not routinely maintain electronic copies of CHRI; however, in the rare instance where the district has electronic copies of CHRI, the district will restrict access to authorized persons only. Electronic data will be protected with encryption as designated by the state or federal government or will only be accessible by individual password. Computers, printers and monitors used to access CHRI must be situated to prevent unauthorized viewing of the information. CHRI cannot be accessed using computers available to the general public or personal devices. CHRI will not be stored on a server that is unprotected or accessible by an unauthorized entity.

CHRI will not be relocated, transmitted or transported outside a secure location unless encrypted according to FBI standards or transported in a locked container or in folders where the information is not visible to the public. A log must be kept if electronic information systems, such as a laptop, flash drive or CD with CHRI information on it, leaves a secured area.

VII. Retention and Destruction of CHRI

Retention

Federal law prohibits the repurposing or dissemination of CHRI beyond its initial requested purpose. Once an

individual's CHRI is received, it will be securely retained in internal agency documents for the following purposes only:

- Historical reference and/or comparison with future CHRI requests
- Dispute of the accuracy of the record
- Evidence for any subsequent proceedings based on information contained in the CHRI.

CHRI will be kept for the above purposes in:
- Hard copy form in personnel files located in the locked filing cabinet located in the locked filing room
- CHRI will be retained for a minimum of five (5) years. At the end of this term, the CHRI will be disposed of according to the Disposal of Physical Media policy

Disposal of Physical Media
Once physical CHRI media (paper/hard copies) is determined to be no longer needed after a minimum of 5 years by the District, it shall be destroyed and disposed of appropriately. Physical CHRI media shall be destroyed by shredding, cross-cut shredding, or incineration. The District will ensure such destruction is witnessed or carried out by authorized personnel.

IX. Incident Response
The security of CHRI is a top priority for the District. It is each individual's responsibility to adhere to established security guidelines and policies and to be attentive to situations and incidents which pose risks to security. Furthermore, it is each individual's responsibility to immediately report potential or actual security incidents to minimize any breach of security or loss of information. The following security incident handling procedures must be followed by each individual:
- All incidents will be reported directly to the District LASO
- If any records were stolen, the incident will also be reported to appropriate authorities
- Once the cause of the breach has been determined, disciplinary measures will be taken in accordance with the disciplinary policy.

In addition to the above, the LASO shall report all security-related incidents to the SD DCI within 24 hours and submit an incident response form.

All agency personnel with access to FBI and/or SD DCI CHRI have a duty to protect the system and related systems from physical and environmental damage and are responsible for correct use, operation, care and maintenance of the information. All existing laws and District regulations and policies apply, including those that may apply to personal conduct. Misuse or failure to secure any information resources may result in temporary or permanent restriction of all privileges up to employment termination.

X. Disciplinary
Using CHRI for any purpose other than what is allowed by state statute is considered misuse. Employees who fail to keep background check results confidential or fail to follow this policy or any laws or rules regarding the access, receipt, use or dissemination of CHRI as required by law will be subject to disciplinary action up to and including termination. Unauthorized requests, receipts, release, interception, dissemination or discussion of CHRI may also result in criminal prosecution.

XI. Legal References:
SD DCI (Non-Criminal Justice Agency User Agreement)
SDCL 13-10-12 (Criminal background investigation)
SDCL 13-10-13 (Criminal conviction as factor in hiring decision)
SDCL 13-10-14 (Persons continuously employed exempt)
SDCL 13-10-15 (Suspension or resignation for criminal conviction)
SDCL 13-10-16 (Conviction defined)
SDCL 22-1-2 (19) (Definition of "Immediate family")
SDCL 22-1-2 (25) (Definition of "Moral turpitude")
SDCL 22-1-2(9) ("Crime of violence" defined)
SDCL 22-24B-1 ("Sex crimes" defined)
CFR Title 28 §16.34 (Procedure to obtain, change, correction or updating identification record)
CFR Title 28 §50.12 (Exchange of FBI identification records)
FBI Privacy Statement (Outlines authority for collecting fingerprints and that they will be used to check the national FBI database)
CJIS Security Policy (Requirements for maintaining, storing, destroying, and dissemination CHRI)

Policy IGBA: SPECIAL EDUCATION AND RELATED SERVICES

Status: ADOPTED

Original Adopted Date: 12/01/2010 | **Last Revised Date:** 06/09/2025 | **Last Reviewed Date:** 06/09/2025

In keeping with the philosophy that a public school system is responsible for the education of all children within the community and, further, that every child is entitled to equal education opportunity, the Board will provide programs and services designed to meet the individual needs of children with disabilities, birth through 21.

The ultimate goal of these programs will be to have children with disabilities become as self-sufficient as their disability permits and to increase their life options and opportunities for personal liberty, happiness, and participation in our society. Identifying young children with disabilities in order that they may receive special education and related services is part of this responsibility.

The District will work with parents in designing and providing programs and services to children with disabilities. Parents must be informed, and give consent prior to a comprehensive evaluation of a diagnosis of learning disability or other disability. In event of any disagreement concerning diagnosis, program plan, special placement, or evaluation, the parents must be accorded the right of due process.

DEVELOPMENT OF AN INDIVIDUAL EDUCATION PROGRAM (IEP)

A local placement committee will be comprised of parents, the child when appropriate, the Superintendent or designee, a regular classroom teacher receiving or referring a child, an educator from the field of special education, and, if necessary, an evaluator to interpret the multidisciplinary data. This committee will be responsible for development of the student's individual education program (IEP) and placement. All procedures will be in accordance with federal and state requirements.

CHILD OF ARMED FORCES ACTIVE DUTY MEMBER

A new or revised 504 plan, individualized family service plan (IFSP), or individualized education program (IEP) must be implemented within thirty calendar days after enrollment of a student who is the child of an active-duty member of the United States Armed Forces and the member is the subject of a military transfer to this state, the student currently has a 504 plan, IFSP, or IEP implemented by the district in which the student was previously enrolled, and the appropriate school staff member does not implement the current a 504 plan, IFSP, or IEP. The student's parent or guardian and the District may extend the deadline for implementation of a new or revised program by mutual agreement.

The District will accept unofficial records of the child until such time as the student receives conditional placement, at which time the District will request the student's official education records from the district in which the student was previously enrolled.

OUT-OF-DISTRICT PLACEMENT

A child in need of special education or special education and related services assigned to and enrolled in an approved out of district special education residential or tuition day program through an individualized education program (IEP) has school residence in the school district making the assignment. The fiscal responsibility of the school district making the assignment continues until the end of the school fiscal year or until the child's parent or guardian enrolls the child in another school district, the child participates in the new school district's special education program, the new school district conducts a placement committee meeting, a new individualized educational program for the child is adopted, and the child's placement is changed.

ASBSD sample policies are intended to be a guide for school districts. As is the case with any policy, a local school district's unique circumstances, challenges and opportunities need to be considered.

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Policy IIAC: LIBRARY MATERIALS SELECTION AND ADOPTION

Status: ADOPTED

Original Adopted Date: 05/10/2023 | **Last Revised Date:** 06/09/2025 | **Last Reviewed Date:** 06/09/2025

The Board endorses the School Library Bill of Rights, as adopted by the American Library Association. In selecting library materials, the District will:

1. Provide materials that will enrich and support the curriculum, taking into consideration the varied interests, abilities, and maturity levels of the students served.
2. Provide materials that will stimulate growth in factual knowledge, literary appreciation, aesthetic values, and ethical standards.
3. Provide a well-balanced and broad collection of materials that will enable students to make informed judgments in their daily lives.
4. Provide materials representing different viewpoints of controversial issues so that young citizens may develop under guidance the practice of critical reading and thinking.
5. Provide diversity in materials, representative of the many religious, ethnic, and cultural groups and their contributions to our American heritage.
6. Place principle above personal opinion and reason above prejudice in the selection of materials of the highest quality in order to assure a comprehensive collection appropriate for the users of the library.

The District will not select obscene library matter or materials. For the purposes of this policy, obscene matter or materials is defined as material:

- The dominant theme of which, taken as a whole, appeals to the prurient interest, which is a shameful or morbid interest in nudity, sex, or excretion, which goes substantially beyond customary limits of candor in description or representation of such matters; and
- Patently offensive because it affronts contemporary community standards relating to the description or representation of sado-masochistic abuse or sexual conduct; and
- Lacks serious literary, artistic, political, or scientific value.

Initial purchase suggestions for library materials may come from all personnel--teachers, coordinators, administrators. Students will also be encouraged to make suggestions. The librarian will be responsible for evaluation and recommendation of all library materials to be included in the school library. Lost and worn materials with continuing educational value will be replaced. Items obsolete, outdated, or irrelevant will be removed. Final approval and authority for distribution of funds will rest with the building principal, subject to the approval of the Superintendent and in keeping with the Board-approved budget.

Criteria for Materials Selection

Selection of library materials will be based on:

- Relevancy or permanent value
- Accuracy
- Authoritativeness
- Readability
- Clear presentation and format
- Educational significance
- Need and value to the collection
- Age appropriateness
    - Elementary (grades PK-5, ages 0-10)
    - Middle School (grades 6-8, ages 10-13)
    - High School (grades 9-12, ages 13-17)

Gifts of library books will be accepted in keeping with the above policy on selection. Complaints about library books will be handled in line with Board policy on complaints about instructional materials. The challenged material will continue to be used during the reconsideration process, unless the Superintendent or School Board suspends its use. Decisions by the Superintendent or School Board on reconsidered materials will be binding for one (1) calendar year before new requests for reconsideration of those items will be entertained unless the decision of the School Board is modified by a judicial review.

One (1) calendar year must pass before material that has been censored or banned can be reinstated, or considered for reinstatement. After that time, the board may entertain a request by a parent/guardian, student, citizen, librarian or other district employee to consider reinstatement of the materials previously banned or censored.

This policy will be published on the district's website and/or annually published in the district's designated newspaper.

Note: It is recommended that the Board confer with its school attorney when determining the period of time the decision will be binding under this policy.

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Policy JEA: COMPULSORY ATTENDANCE AGES

Status: ADOPTED

Original Adopted Date: 10/11/2021 | **Last Revised Date:** 06/09/2025 | **Last Reviewed Date:** 06/09/2025

Under South Dakota law, a child who is at least six (6) years old by September 1st, but who has not exceeded the age of eighteen (18) must regularly attend a public or non-public school or receive alternative instruction as set forth in state law, unless excused. It is the responsibility of every person having under their control a child between those ages to see to the child's attendance at school, either public, nonpublic, or alternative instruction, until the child has reached the age of eighteen (18), unless excused, graduated, or withdraws as allowed by law.

A child may withdraw from school attendance at age seventeen with the written consent of that child's parent, guardian, or other custodian. The district will keep the documentation of such written consent and will forward a copy to the Department of Education within thirty days of receipt.

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

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

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

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Policy JEG: EXEMPTIONS FROM SCHOOL ATTENDANCE

Status: ADOPTED

Original Adopted Date: 10/11/2021 | **Last Revised Date:** 06/09/2025 | **Last Reviewed Date:** 06/09/2025

HIGH SCHOOL EQUIVALENCY PROGRAM: Students aged 16 years of age or older will be exempt from compulsory attendance provided they are enrolled in and participating in a school-based or school contracted high school equivalency test preparation program. The student must present written permission from the student's parent or guardian and meets one or more of the following five conditions:

1. Verification that the child will not graduate with the child's cohort class because of credit deficiency;
2. Authorization from a court services officer;
3. A court order requiring the child to enter the program;
4. Verification that the child is under the direction of the Department of Corrections; or
5. Verification that the child is enrolled in Job Corps as authorized by 29 U.S.C. §§ 3191 to 3212, inclusive (January 1, 2009).

RELIGIOUS EXEMPTION AFTER EIGHTH GRADE: A child of compulsory school age who has successfully completed the first eight grades is excused from compulsory school attendance if:

1. The child or the parents of the child are members of a recognized church or religious denomination that objects to the regular public high school education; and
2. The recognized church or religious denomination either individually or in cooperation with another recognized church or religious denomination provides a regularly supervised program of instruction in which each child participates in learning activities appropriate to the adult occupation that the child is likely to assume in later years.

STUDENT EXCUSED BECAUSE OF ILLNESS IN FAMILY: The School Board may excuse a child from school attendance because of serious illness in his immediate family, making his presence at home an actual necessity, or his presence in school a menace to the health of other pupils. The School Board may require the submission of medical evidence as a condition of granting an excuse pursuant to this section.

STUDENT EXCUSED TO ATTEND STATE OR NATIONALLY RECOGNIZED YOUTH EVENTS, AND WORK AS PRECINCT ELECTION OFFICIAL: A student is eligible to be counted for school attendance up to five days in a school term if an excuse from actual school attendance is requested by a parent or guardian for the purpose of attending events of state or nationally recognized youth programs of educational value or for the purpose of working as a precinct election official if the student is at least eighteen years old.

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Policy KLB: PUBLIC COMPLAINTS ABOUT THE CURRICULUM OR INSTRUCTIONAL MATERIALS

Status: ADOPTED

Original Adopted Date: 07/10/2023 | **Last Revised Date:** 06/09/2025 | **Last Reviewed Date:** 06/09/2025

The Board reserves to itself the final responsibility for all instructional materials used and curricula taught in the district schools. The Board recognizes that without a free and vigorous exchange of ideas, learning and teaching cannot take place effectively.

The Board also recognizes that district residents have a right to express concern about the educational programs of their schools. When citizens have concerns about particular courses or instructional materials, these concerns should be stated in writing, carefully considered, and accorded the courtesy of a prompt reply by school personnel. All such replies will be based on the instructional goals of the district, upon course objectives, and upon the criteria for selection of instructional materials.

Staff members will attempt to accommodate serious religious or moral objections to particular instructional materials by providing alternate materials whenever possible. Regarding objections to certain library materials that are not a part of the curriculum or instruction, the parent/guardian may limit their child's access to those materials, without limiting the access of other students, by completing a Library Materials Opt-Out form. However, attempts by parents or students to control what others read and study will be subject to careful scrutiny and question by school employees and the Board.

Complaints against instructional materials will be considered a most serious matter and will be processed in a very deliberate manner using the following procedures, step-by-step.

1. The material in question should first be discussed with the teacher or librarian who will report the results of this meeting to the principal.

If satisfaction is not reached, the complainant may continue with Step 2.

2. The principal will meet to discuss the material with the complainant and the teacher or librarian. The results of the meeting will be reported to the Superintendent. If satisfaction is not gained, the complainant will be given the form, "Request for Reconsideration of Instructional Materials," to fill out and return to the principal and superintendent before proceeding to Step 3. A separate form must be completed for each material challenged, and each complaint will be reviewed individually.

3. The Superintendent will appoint a review committee composed of the following members:

   - The building principal.

   - The building librarian.

   - Two building teachers.

   - One adult citizen.

The committee members will review the completed form submitted by the complainant and will read or view the challenged material in its entirety. They will read reviews of the material from professional sources and review in full the materials and not form opinions based on isolated segments or images. The committee will respond to the complainant's answers to the questions on the form, "Request for Reconsideration of Instructional Materials." The committee may recommend by simple majority, by anonymous vote, that the questioned material be retained, moved to a different level, or not retained. The recommendation of the committee will be sent to the complainant by the Superintendent. If the complainant is not satisfied, he may continue with Step 4.

4. The Superintendent will meet with the complainant to resolve the problem. If the complainant remains unsatisfied, the matter is to be directed to the School Board in Step 5.

5. The School Board will review the recommendation of the review committee and examine all documentation prior to reaching a decision. Board members are encouraged to read the challenged materials.
6. If the Complainant is dissatisfied with the School Board's decision as to whether any material is obscene, the complainant may appeal the decision by filing an appeal to the circuit court pursuant to SDCL Ch. 13-46.

The challenged material will continue to be used during the reconsideration process, unless the Superintendent or School Board suspends its use.

Decisions on reconsidered materials will stand for one (1) calendar year before new requests for reconsideration of those items will be entertained unless the decision of the School Board is modified by a judicial review.

One (1) calendar year must pass before material that has been censored or banned can be reinstated, or considered for reinstatement. After that time, the board may entertain a request by a parent/guardian, student, citizen, librarian or other district employee to consider reinstatement of the materials previously banned or censored.

Note: It is recommended that the Board confer with its school attorney when determining the period of time the decision will be binding under this policy.

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South Dakota Comprehensive Plan/Program Narrative

Sec. 300.201 Consistency with State policies.

The LEA, in providing for the education of children with disabilities within its jurisdiction, must have in effect policies, procedures, and programs that are consistent with the State policies and procedures, established under Secs. 300.101 through 300.163, and 300.165 through 300.174. (Authority: 20 U.S.C. 1413(a)(1))

South Dakota Administrative Rule 24:05:21:01. Local education agency comprehensive plans- Contents.

Each local education agency must have a current comprehensive plan approved by the school board on file with the district superintendent or designee. Documentation supporting the implementation of the local school district's comprehensive plan shall be maintained by the district for review by Special Education Programs staff during onsite monitoring visits. Districts shall update comprehensive plans consistent with 24:05:21:01.02 and recertify their content annually.

The Deuel School District has formally adopted the following policies and procedures as the district's comprehensive plan for special education. These policies and procedures were approved by the school board on June 9th, 2025. As indicated by the signature below, the authorizing official acknowledges the district will meet all requirements of the Individuals with Disabilities Education Act and Article 24:05 through the implementation of these policies and procedures and furthermore, provides assurances that it meets each of the conditions in 34 CFR 300.201 through 300.213.

CERTIFICATION- I certify that I have read and reviewed the above assurance and will comply with all provisions of applicable federal and state laws.

Signature of Authorized Official Date

Typed Name and Title

Address/State/Zip Telephone Number

Template Updated Spring 2025

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SECTION XI: COMPLIANCE WITH SEA GENERAL SUPERVISION REQUIREMENTS AND IMPLEMENTATION OF PROCEDURAL SAFEGUARDS

- Responsibility for general supervision and procedural safeguards; 300.149-150; ARSD 24:05:20:18; ARSD 24:05:30:01
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SECTION XII: FAPE METHODS OF ENSURING SERVICES

- Restrictions and requirements on accessing public benefits (Medicaid); 300.154(d); ARSD 24:05:14:01.03
- Restrictions and requirements on accessing private benefits; 300.154(e); ARSD 24:05:14:01.05
- Use of Part B funds for services when parent consent is unable to be obtained; 300.154(f); ARSD 24:05:14:01.06

SECTION XIII: HEARINGS RELATED TO LEA ELIGIBILITY

SECTION XIV: PERSONNEL QUALIFICATIONS

- Personnel qualifications; ARSD 24:05:16:16
- Paraprofessionals and assistants; ARSD 24:05:16:16.01

SECTION XV: PERFORMANCE GOALS AND INDICATORS

- Student information management system (SIMS)

SECTION XVI: PARTICIPATION IN ASSESSMENTS

SECTION XVII: SUPPLEMENTATION OF STATE, LOCAL, AND OTHER FEDERAL FUNDS

- Maintenance of effort; 300.163; ARSD 24:05:19:08.03

SECTION XVIII: PUBLIC INFORMATION

SECTION XIX: STATE ADVISORY PANEL

SECTION XX: OTHER REQUIRED PROVISIONS

- Suspension and expulsion rates; 300.170; ARSD 24:05:14:16
- Annual description of Part B funds; 300.171; ARSD 24:05:21:03
- Access to instructional materials (NIMAC); 300.172; ARSD 24:05:14:17
- Over-identification and disproportionality; 300.173; ARSD 24:05:17:10
- Prohibition on mandatory medication; 300.174; ARSD 24:05:14:21

APPENDIX A: INDEPENDENT EDUCATIONAL EVALUATIONS

- IEE Policy
- IEE List of Evaluators
- IEE Form Letter

South Dakota LEA Comprehensive Plan: Program Narrative

SECTION I: Free and Appropriate Public Education (FAPE) 34 C.F.R. §§ 300.101-300.108; 300.110; ARSD 24:05:13:02

The district will make available to all children with disabilities residing in the district(s) between the ages of 3 and 21, inclusive, including children with disabilities who have been suspended or expelled from school, as provided for in 300.530(d); ARSD 24:05:26 and 24:05:26.01.

- FAPE beginning at age 3; 300.101(b); ARSD 24:05:13:02

  The district will make a FAPE available to all students with disabilities who reside within the boundaries of the district between the ages of 3 and 21 years of age. This includes any student with a disability who has been suspended or expelled. All eligible preschool aged students will have FAPE made available to them by their third birthday, including those whose birthdays fall during the summer months and who may need extended school year (ESY) services.

- Children advancing from grade to grade; 300.101(c); ARSD 24:05:13:02

  All eligible students with disabilities, regardless of whether they are advancing from grade to grade, will have FAPE available to them on an individualized basis as determined by the student's IEP team annually. Exceptions to FAPE for students aged 3-21 include those students who have graduated from high school with the regular high school diploma.

- Limitations- age exceptions to FAPE; 300.102; ARSD 24:05:22:04.01

  One exception to the age range of FAPE is the special education student turning 21 during the school year who would continue to have free school privileges during the duration of that school year. Another exception is that children younger than age 3 who qualify for prolonged assistance will receive special education and related services, despite not yet being age 3.

- FAPE- methods and payments; 300.103; ARSD 24:05:19:08

  The district acknowledges that it may apply whatever federal, state, local, and private funds are available to meet its obligations for the provision of FAPE and must ensure that FAPE is provided at no cost to parents and without delay – even if the sources of funding are still being determined. This does not relieve any insurer or similar third party from its responsibility to pay for otherwise valid obligations. In addition, the district may bill Medicaid for eligible students receiving services according to criteria contained in the most current South Dakota Medicaid Billing and Policy Manual.

- Residential placement; 300.104; ARSD 24:05:19:08

  When necessary the district will provide FAPE to students with disabilities through a public or private residential program at no cost to the parents.

- Assistive technology; 300.105; ARSD 24:05:27:18 ARSD 24:05:27:19

  When necessary for FAPE, the district will provide assistive technology to students with disabilities and the evaluation for such at no cost to the parents. This may include assistive technology to be used at home, when that is determined to be essential for FAPE on a case by case basis.

- Extended school year services; 300.106; ARSD 24:05:25:26

  When necessary for FAPE, the district will provide extended school year services to students with disabilities at no cost to the parents. When necessary, the IEP team shall determine the length of the school day, and duration of extended school year services based on the individual child's needs.

- Nonacademic services; 300.107; ARSD 24:05:28:06

  To the maximum extent possible, the district will allow students with disabilities to participate with non-disabled peers during nonacademic services such as extracurricular activities, meals and recess. If supplementary aids and services are necessary to achieve this integration, then the district will provide them.

- Physical education; 300.108; ARSD 24:05:28:08

  To the maximum extent possible, the district will allow students with disabilities to participate in physical education classes with non-disabled peers unless a student requires specially designed physical education as specified in the IEP.

- Program options; 300.110; ARSD 24:05:28:04

  To the maximum extent possible, the district will allow students with disabilities access to the same program options as students without disabilities, such as art, music, industrial arts, family and consumer science, and vocational education.

SECTION II: Full educational opportunity goal (FEOG) 34 C.F.R. § 300.109; ARSD 24:05:22:04; ARSD 24:05:22:04.01

The district, consistent with the timetable established by the State of South Dakota and Part B of the Individuals with Disabilities Education Act (IDEA), has a goal of providing full educational opportunity to all children with disabilities, aged birth through twenty-one. The district will review data annually (such as SPP indicators and statewide testing results) to guide decisions with regard to adjustments in its programs in an effort to ensure appropriate services to all students with disabilities.

SECTION III: Child Find 34 C.F.R. § 300.111; Child Identification ARSD 24:05:22

The district has in effect Child Find policies and procedures to ensure that all children with disabilities who reside within the boundaries of the district and who may be in need of special education and related services are located, identified, and evaluated according to all relevant regulations. This includes those students who may be homeless or wards of the state, as well as children with disabilities who may attend private schools within the jurisdiction of the district.

In the Deuel School District, the individual responsible for Child Find activities and documentation is the special education director.

The district shares information about developmental screenings annually through a newspaper release in the Clear Lake Courier and includes announcements in the district's handbook.

Parents may refer their child by contacting the school office or special education coordinator directly. Teachers submit referrals through an internal referral form after documenting concerns and attempting initial interventions. All referrals are reviewed by the student support team.

All referrals are logged in a secure district database, noting status (e.g., tested, not tested) and reasons. Children identified but not served are recorded with explanation (e.g., homeschool, parent declined services), and periodic follow-up is documented.

The district uses a secure student information system to maintain records of all students receiving special education services, including individualized education plans (IEPs), service dates, and progress updates.

- Use of the term developmental delay; ARSD 24:05:24.01:09

  The district does recognize and utilize the optional special education category of developmental delay when considering whether a student from the ages of three to nine years old may be a student with a disability.

- Children who may be suspected of having a disability, and in need of special education, even though they are advancing from grade to grade; 300.111(c)(1); ARSD 24:05:22:01

The district acknowledges that all resident children who are suspected of having a disability and being in need of special education must be subject to the requirements of Child Find, even when children are advancing from grade to grade.

- Children who are highly mobile, including migrant children; 300.111(c)(2).

  The district acknowledges that all resident children who are suspected of having a disability and being in need of special education must be subject to the requirements of Child Find, even when children are wards of the state, highly mobile, or migrant.

SECTION IV: Individualized Education Program (IEP) 34 C.F.R. 300.112; ARSD 24:05:27

The district ensures that each identified student with a disability has a current IEP in place that meets the requirements of Section 636(d) of the IDEA and that has been developed in accordance with the requirements at 34 CFR sections 300.320 through 324. All identified students with disabilities will have a current IEP in place at the beginning of the school year, and for eligible preschool students, by their third birthday. Each eligible student's IEP will be reviewed periodically, but not less than annually, to review progress and determine whether annual goals are being met.

- Content of the IEP; 300.320(a) (1-7); ARSD 24:05:27:01.03

  IEPs for students with disabilities will include a statement of present levels of performance (including a statement of how the disability affects progress and involvement in the general curriculum or in developmentally-appropriate activities), measurable annual goals (including a description of how progress will be measured), a description of the services that are necessary for FAPE (including start dates and ending dates), an explanation for why the child is being removed from non-disabled peers, any accommodations that are necessary to ensure that statewide or districtwide testing will be accurate, and the required transition portions (when appropriate).

- Transition services; 300.320(b); ARSD 24:05:27:13.02

  For students aged 16 and older, each student's IEP will include a coordinated set of transition activities, including goals and services for post-secondary education, employment, and (if necessary) independent living based upon the student's interests and needs.

- Transfer of rights at the age of majority; 300.320(c); ARSD 24:05:27:01.03

  Prior to a special education student's 17th birthday, the district will inform that student about the transfer of parental rights, documenting this conversation on the student's IEP.

- The IEP team; 300.321; ARSD 24:05:27:01.01

  When convening a meeting of the IEP team, the district will ensure that the team includes a representative of the LEA, a general education teacher (if the student is or may be participating in the general education environment), a special education teacher, the parents, the student (when appropriate), an individual who can interpret the instructional implications of evaluation results, and any outside agencies responsible to provide transition services.

  The district may designate another one of its other IEP team members to also serve as the district representative on the IEP team.

  A member of the IEP team can be excused from attending, provided that the parent and district consent in writing to the excusal and the member submits written input into the development of the IEP prior to the meeting.

- Parent participation in the IEP; 300.322; ARSD 24:05:25:16

  The district will seek the participation of one or both parents by providing the parents with a written meeting invitation in advance of the meeting, including information about the purpose and participants in that meeting.

– When the IEP must be in effect; 300.323; ARSD 24:05:25:22

The district will develop IEPs for children determined to be in need of special education. At the beginning of each school year an IEP will be in effect for each eligible child with disabilities within the district's jurisdiction. When children turning age three are in need of special education, the IEP team will determine the date services begin on a case by case basis.

– Development of the IEP; 300.324; ARSD 24:05:27:01.02

When developing or reviewing and revising an IEP, the district will consider whether the student needs positive behavior interventions and supports, a limited English proficiency plan, instruction in Braille, a special communication plan, or assistive technology. All of these decisions will be documented within the body of the IEP.

– Routine checking of hearing aids and external components of surgically implanted medical devices; 300.113; ARSD 24:05:27:05

When a special education student has a hearing impairment and uses hearing aids in school, the district's IEP will include a monitoring schedule for any corrective hearing devices.

SECTION V: Least Restrictive Environment (LRE), 34 C.F.R. §§ 300.114 – 300.120; ARSD 24:05:28

The district ensures the availability of a continuum of alternative placements to provide each student with a disability the opportunity for education in the least restrictive environment. Any removal of a student with a disability from the regular education environment may occur only when the nature and severity of the child's needs dictate that education in regular classes, with the use of supplementary aids and services, cannot be achieved satisfactorily.

– A continuum of alternative placements; 300.115; ARSD 24:05:28:02

The district will make available a variety of educational placements, including instruction in regular classrooms, special education classrooms, special schools, residential placements, and instruction at home or hospitals. The district's IEP team will provide any supplementary services needed in conjunction with placement in the regular classroom so as to guarantee a continuum of alternative placements.

– Placements; 300.116; ARSD 24:05:28:03

When determining the educational placement of a child with a disability, the district will make placement decisions through a group of people, including parents and others knowledgeable about the child, the evaluation data, and the placement options. Additionally the district's IEP team will ensure the following.

1. Each child's educational placement is individually determined at least annually and must be based on the child's IEP.
2. Provisions are made for appropriate classroom or alternative settings necessary to implement a child's IEP.
3. The child shall be educated in the same school that would normally be attended if nondisabled or as close to the child's home as possible, unless a child's IEP requires some other arrangement.
4. Consideration is given to any harmful effect on the child or on the quality of services needed.
5. A child with a disability is not removed from the regular classroom solely because of needed modifications in the general education curriculum.

The Deuel School District will designate a special education coordinator or representative responsible for overseeing out-of-district student placements. This individual will:

- Maintain a communication log documenting all interactions.
- Conduct quarterly audits of student records, including:
- IEP implementation documentation.

- Service delivery logs verifying frequency and duration align with IEP requirements.
- Progress monitoring data.
- Behavior intervention plan (BIP) implementation, if applicable.
- Documentation of accommodations/modifications on a daily or weekly basis.
- Ensure the out-of-district facility provides standardized progress reports aligned with IEP goal timelines.
- Ensure data-based progress reports are submitted to the district on the same schedule as for in-district students.
- Attend all IEP meetings for out-of-district students as the district representative.
- Collect and maintain IEP meeting minutes and attendance records.
- Review all proposed IEP changes to ensure alignment with district standards.
- Serve as the primary contact for parent concerns.
- Document all parent communications regarding program satisfaction.

– Non-academic settings; 300.117; ARSD 24:05:28:06

The district will facilitate the participation of disabled students with nondisabled peers, to the maximum extent appropriate, in non-academic settings such as meals and recess. If supplementary aids and services are found to be necessary for the child to participate in non-academic settings, then the district will provide them.

– Children in public or private institutions; 300.118; ARSD 24:05:28:07

The district will ensure that children placed in public or private institutions will be educated with non-disabled peers to the maximum extent appropriate.

– Teachers and administrators are provided with technical assistance and training; 300.119; ARSD 24:05:28:11

Teachers and administrators in the district are committed to seeking technical assistance related to the provision of special education when necessary. Weekly special education meetings are held with special education teachers and administrators to review best practices and ensure accuracy and compliance in documentation. Additionally, both paraprofessionals and certified staff participate in annual Crisis Prevention training.

Monitors placements; 300.120; ARSD 24:05:28:12

The district will cooperate with monitoring activities initiated by the SEA.

SECTION VI: Procedural Safeguards; 34 C.F.R. § 300.121; ARSD 24:05:30

The district ensures that all children with disabilities and their parents are afforded the required procedural safeguards of 34 CFR 300.500 through 300.356 and consistent with South Dakota Administrative Rule, as outlined in *South Dakota Parental Rights and Procedural Safeguards*.

– Opportunity to examine records; parent participation in meetings; 300.501(a)(b)(c); ARSD 24:05:30:02

The district provides parents with the opportunity to examine records and to participate in IEP meetings and placement decisions.

When parents come in-person, parents will initial and date the cover page of the IEP to confirm their receipt of the IEP, evaluation documentation, and parental rights booklet. When parents participate virtually, the special education case manager will initial and date the cover page and will indicate that of such copies are being mailed to the parent.

- Independent educational evaluations; 300.502; ARSD 24:05:30:03

  The district's contact person for any questions about an IEE is the special education director.

  When a parent disagrees with an evaluation conducted by the district, the special education director either ensures that the IEE occurs without delay or requests a due process hearing to show the district's evaluation was appropriate. If proceeding to facilitate the IEE, the special education director will provide the parent with its criteria for IEE evaluations, including a list of potential examiners (see Appendix A).

  A parent is entitled to only one IEE at public expense each time the district conducts an evaluation with which the parent disagrees. If the parent obtains an IEE that meets district criteria, the district's IEP team must consider it when making decisions.

- Prior written notice; content of notice; 300.503; ARSD 24:05:30:04

  The district will provide written notice to the parent at least 5 days prior to proposing or refusing to initiate or change the identification, evaluation, placement, or the provision of FAPE for students with disabilities. This notice will include a description of the proposal or refusal, a description of other actions considered and rejected, the basis for the district's decision, and any other factors relevant to the proposal or refusal.

- Procedural safeguards notice; 300.504; ARSD 24:05:30:06.01; ARSD 24:05:30:06.02

  The district will provide a copy of the *South Dakota Parental Rights and Procedural Safeguards* document to the parents of an eligible child with a disability at least one time each year, in addition to the following.

  1. Upon initial referral or parent request for an evaluation;
  2. Upon request by the parent;
  3. In accordance with discipline procedures outlined in the procedural safeguards document;
  4. Upon receipt of the first state complaint or first due process complaint in a given school year.

  The district uses the *South Dakota Parental Rights and Procedural Safeguards* document which conforms with the content standards established in ARSD 24:05:30:06.02.

- Use of electronic mail; 300.505; ARSD 24:05:30:06.03
  - School informs parents about the electronic mail option through back-to-school packets, or during parent orientation
  - Digital forms made available on school website
  - Paper forms available in school office
  - Forms distributed during parent-teacher conferences
  - Confirm email sent to verify address
  - Parent responds to confirm
  - Simple form or link to submit opt-out requests
  - Immediate confirmation of opt-out processing

- Availability of mediation; 300.506; ARSD 24:05:30:09

  The district will offer voluntary state mediation to the parent after receiving notice about any matter of dispute, including matters arising before a due process complaint is filed. The district will make such mediation conferences timely and nonadversarial and will schedule them in a location convenient to all parties involved in the dispute.

- Filing of due process complaints; 300.507; 300.508; 300.509; ARSD 24:05:30:07.01

  The district acknowledges that either it or the parent may file a due process complaint on any matters related to the identification, evaluation, placement or FAPE of a student with a disability.

- Resolution process; 300.510; ARSD 24:05:30:08.09-12

  Within 15 days of receiving notice of the parent's due process complaint and prior to the initiation of a due process hearing, the district will convene a meeting with the parent and relevant members of the IEP team who have specific knowledge of the facts identified in the complaint. The district and the parent will determine which IEP team members are relevant, but the team will include a representative of the district who has decision-making authority.

  The district will not bring an attorney unless the parent is accompanied by an attorney.

  During this meeting the district will attempt to resolve the dispute that is the basis for the due process complaint. The district acknowledges that this resolution meeting need not be held if the parent and the district agree to waive it or if the parent and the district agree to use mediation.

- Impartial due process hearing; 300.511; ARSD 24:05:30:09.04

  The district acknowledges that either the district or the parent has the right to an impartial due process hearing following a due process complaint.

- Hearing rights; 300.512; ARSD 24:05:30:12

  The district acknowledges that, during the impartial due process hearing, both the district and the parent have the right to be accompanied and advised by legal counsel to present evidence, to cross-examine and compel the attendance of witnesses, to prohibit the introduction of evidence that has not been disclosed at least five business days before the hearing, to obtain a written record of the hearing, and to obtain a written record of findings of fact and decisions.

- Hearing decisions; 300.513; 300.514; 300.515; 300.516; 300.517; ARSD 24:05:30:11

  The district acknowledges that both the district and the parent have the right to file a civil action, within 90 days, to appeal the decision of the due process hearing.

- Status of child during due process proceedings; 300.518; ARSD 24:05:30:14

  The district acknowledges that the student in a due process complaint must remain in the present educational placement during that complaint unless the parents and district agree otherwise, with these exceptions.

  1. If the complaint involves an application for initial admission to public school, the child, with the consent of the parents, must be placed in the public school program until the completion of all the proceedings.
  2. If the complaint involves an application for initial services from a child transitioning from Part C of the IDEA to Part B who is no longer eligible for Part C because the child has turned three, the district is not obligated to provide the Part C services that the child had been receiving. If the child is found eligible for special education and related services under Part B, and the parent consents to the initial provision of special education and related services, then the district must provide those special education and related services not in dispute.
  3. If the decision of a hearing officer in a due process hearing agrees with the child's parents that a change of placement is appropriate, that placement must be treated as an agreement between the state and the parents for purposes of pendency.

- Surrogate parents; children who are wards of the state; homeless youth; 300.519; ARSD 24:05:30:15

When no other parents (as defined in ARSD 24:05:13:04) can be identified, and the district (after reasonable effort) cannot locate a parent, or if the child is a ward of the state, or if the child is an unaccompanied homeless youth, the special education director will appoint surrogate parents within the following conditions.

1. The person selected as a surrogate must have no personal or professional interest in conflict with the interests of the child being represented.
2. The person selected as a surrogate must have knowledge and skills to ensure adequate representation of the child in all matters relating to identification, evaluation, educational placement, and the provision of FAPE.
3. The person selected as a surrogate will not be an employee of the South Dakota Department of Education, Deuel School District, or any other agency that is involved in the education or care of the child.

Any staff member within the district can refer students in need of a surrogate to the district's special education director who is responsible for overseeing the referral system and in-servicing other district staff members. The special education director will maintain a list of potential surrogate parents and provide them with the training necessary to serve in that role.

The Deuel School District superintendent or designee shall appoint a surrogate parents from the district's list of potential surrogates. They may not be an employee of the department, district, or any other agency that is involved in the education or care of the child.

A person assigned as a surrogate may not be an employee of the department, district, or any other agency that is involved in the education or care of the child.

Surrogate Parent Training Process

1. Recruit potential surrogates
2. Screen applicants (background checks /interviews)
3. Initial training – IDEA, roll & authority, IEP process, confidentiality requirements and advocacy
4. Provide Training Materials- surrogate handbook, legal rights reference guide, IEP examples, resource directory

- Transfer of rights at age of majority; 300.520; ARSD 24:05:30:16.01

The district informs parents and students about the transfer of student rights, documenting that notification within the body of the IEP. When a student with disabilities reaches the age of majority (unless determined to be incompetent), the district acknowledges that the parents' rights transfer to the child. If the child is determined not to have the ability to provide informed consent with respect to the educational program, the district shall appoint the parent or (if the parent is unavailable) another appropriate individual to represent the educational interest of the child.

- Discipline procedures and manifestation determination; 300.530; ARSD 24:05:26:09.03

The district will conduct a manifestation determination review with 10 days of a decision to change the placement of a student with a disability due to a violation in a code of student conduct. During this review relevant members of the student's IEP team (as determined by the district and the parents) will review all relevant information to determine the following.

1. Was the conduct in question caused by, or did it have a direct and substantial relationship to, the student's disability?
2. Was the conduct in question the direct result of the district's failure to implement the IEP?

When either condition #1 or #2 above has been met, the district acknowledges that the conduct must be determined to be a manifestation of the student's disability. If condition #2 was met, the district acknowledges that it must take immediate steps to remedy the deficiency in IEP implementation.

- Determination of setting; 300.531; ARSD 24:05:26:09.2

The district acknowledges that its IEP team is responsible for determining an interim alternative placement when a student's educational placement is changed for disciplinary reasons.

- Right of appeal of the determination of setting; 300.532; ARSD 24:05:26:09.05

  When the behavior that led to discipline is determined not to be a manifestation of the student's disability, the district acknowledges that the parent has the right to appeal that decision.

- Placement during appeals; 300.533; ARSD 24:05:26:09.06

  The district acknowledges that, during an appeal of the educational placement, the child remains in the interim alternative educational placement unless the district and the parent agree otherwise.

- Protections for children not determined eligible for special education and related services; 300.534; ARSD 24:05:26:14

  The district acknowledges that a child not yet determined eligible for special education has disciplinary protections according to ARSD 24:05:26:14 if the district had knowledge that the child might be a student with a disability.

- Referral to action by law enforcement and judicial authorities; 300.535; ARSD 24:05:26:15

  The district acknowledges that a student's special education status does not prohibit the district from reporting crimes to law enforcement. If the district reports a crime, it will include copies of the special education and disciplinary records of the student for consideration by the appropriate authorities to whom the crime is reported, to the extent permitted by FERPA.

- Change of placement due to disciplinary removals; 300.536; ARSD 24:05:26:02.01

  The district acknowledges that removals of more than ten consecutive days or patterns of removal of more than ten days constitute a change of placement for special education purposes.

SECTION VII: Evaluation 34 C.F.R. §300.122; ARSD 24:05:25

The district will ensure that all children with disabilities are evaluated in accordance with 34 C.F.R. §§300.300 through 300.311.

- Parental consent (for initial evaluation, services, and re-evaluations); 300.300; ARSD 24:05:25:02.01, ARSD 24:05:25:06.01

  The district proceeds with initial evaluations only after first acquiring the parent's written consent. When trying to acquire parental consent for reevaluations, the district proceeds without parental consent only after first exercising and documenting considerable efforts to obtain that consent.

- Initial evaluations (preplacement evaluations); ARSD 24:05:25:03

  The district will complete a full and individual initial evaluation for special education eligibility before the initial provision of special education services. Once parental consent for the evaluation is received, the district will conclude the process within 30 calendar days from the end of the 25 school day timeline.

- Screening for instructional purposes; 300.302; ARSD 24:05:25:03.03

  The district acknowledges that screening for instructional purposes is not considered an evaluation for special education.

- Re-evaluations; 300.303; ARSD 24:05:25:06

  The district informally determines what evaluation data are needed for the following purposes.

  1. Determining whether the child continues to have a disability.
  2. Determining the developmental and educational needs of the child.
  3. Determining whether the child continues to need special education and related services.

4. Determining whether any additions or modifications are needed in the special education program in order to meet measurable annual goals or to make progress in the general curriculum.

If the district determines that no additional evaluation data are needed in order to establish eligibility or to determine programming needs, then the district will inform the parents of that fact and their right to request new assessment.

- Evaluation procedures; 300.304; 300.305; ARSD 24:05:25:04

When designing an evaluation package, to the extent possible, the district selects a variety of technically sound assessments likely to yield accurate information that could fulfill eligibility requirements and provide useful information about specific areas of the child's educational need, particularly considering factors that may interfere with standardization such as limited English proficiency or interference from the child's impairment. The district ensures that its evaluations are comprehensive, and the district acknowledges that no single measure may be the sole criterion for a determination of eligibility.

- Determining eligibility; 300.306; ARSD 24:05:25:04.03

The district determines eligibility during a formal meeting of the IEP team, providing a copy of this eligibility determination and the related evaluation reports at no cost to the parent. The district acknowledges that students may not be deemed eligible for special education when the determinant factor for underachievement is believed to be limited English proficiency or a lack of instruction in reading or math.

- Specific learning disabilities; 300.307 through 300.311; ARSD 24:05:25:07, ARSD 24:05:25:08, ARSD 24:05:25:11, ARSD 24:05:25:12

When determining a student's eligibility for special education with regard to the category of specific learning disability, the district's full IEP team rules out the presence of the following.

1. a visual, hearing, or motor disability;
2. a cognitive disability;
3. an emotional disturbance;
4. cultural factors;
5. an environmental or economic disadvantage;
6. limited English proficiency; or
7. a lack of instruction in reading or math.

Then the district compares ability to discrepancy in achievement. When discrepancy in an allowable area of SLD matches the criterion set forth in the State's discrepancy table and is further corroborated by classroom observation, the lack of achievement, and the lack of mitigating medical factors, the district finds the student eligible in the category of SLD. These SLD decisions are certified with the signatures of IEP team members, including the child's regular teacher (or a teacher qualified to teach that age) and at least one person qualified to conduct individual diagnostic examinations.

SECTION VIII: Confidentiality 34 C.F.R. 300.123; ARSD 24:05:29, ARSD 24:05:21:05

The district will ensure compliance with all regulations regarding the confidentiality of records and information, as noted in 34 C.F.R. §§300.610 through 300.626.

- Notice requirements to parents; 300.612; ARSD 24:05:29:18

The district provides parents about the confidentiality of special education information, including the parental rights and the district's responsibility through FERPA, by providing them (at least annually) with the *South Dakota Parental Rights and Procedural Safeguards*.

- Access rights; 300.613; ARSD 24:05:29:04

The district acknowledges the rights of parents to inspect, question, and receive copies of the special education records of their children with disabilities. The district cooperates with these inquiries, either from parents or from their representatives.

- Record of access; 300.614; ARSD 24:05:29:05

  The district keeps a record of access document for each special education file. However, parents and authorized employees of the district do not have to log their access. Special Education records are stored in both the High School and Elementary offices.

- Records on more than one child; 300.615; ARSD 24:05:29:06

  When educational records contain information about more than one child, the district redacts information about children who are not the responsibilities of the parent who will be viewing that information.

- List of types and locations of information; 300.616; ARSD 24:05:29:07

  When requested the district will provide parents with the types and locations of educational records maintained.

- Fees for copies of records; 300.617; ARSD 24:05:29:08

  The district acknowledges that it may not charge fees to search for or to retrieve information included in the access rights of parents. However, a fee may be charged for copies.

- Amendments to records at parent's request; 300.618; ARSD 24:05:29:09

  If a parent requests an amendment to the educational record, the district will respond within a reasonable time following receipt of that request. If the district refuses to amend the educational record, then it will inform the parent of the refusal and advise the parent of the right to a hearing.

- Opportunity for a hearing; 300.619; ARSD 24:05:29:10

  When requested the district provides a hearing to challenge information contained in the education records, ensuring that information is not inaccurate, misleading, or otherwise in violation of the rights of a student.

- Result of hearing and hearing procedures; 300.620-621; ARSD 24:05:29:12

  When such a hearing is requested, the district will provide it within 30 days of the request, and the parent will receive notice of the date, time, and location at least 5 days prior to the hearing. This hearing shall be conducted by a party who does not have an interest in the hearing's outcome. During this hearing, the parent of a student with disabilities has the opportunity to present evidence and to be represented by an attorney. Following the hearing, the district will produce a written decision within 30 days. This decision will be based solely upon evidence presented at the hearing and will include a summary and reasons for the decision.

  As a result of the hearing, if the district decides to amend the record, it shall do so accordingly and shall notify the parents of the fact. If the district decides not to amend the record, then it will notify the parents of their right to write a statement of comment regarding the record. If the parent chooses to do so, then the district will include this statement of comment and will maintain it as part of the record.

- Parental consent for the release of records; 300.622; ARSD 24:05:29:13

  It is the policy of the district to forward educational records, upon request, to an institution at which students intend to enroll. This transmission of records does not require parental consent. Additionally, consent is not required when releasing records:

  - to other school officials with a legitimate educational interest;
  - to authorized representatives of State and Federal educational authorities;

- when the disclosure is related to student transfer, since the district's annual notification indicates that relevant records are forwarded for student transfers
- in connection with financial aid for which the child has applied;
- to state and local officials or authorities to whom information is specifically allowed to be reported or disclosed by a statute that concerns the juvenile justice system, subject to applicable requirements;
- to organizations conducting studies for, or on behalf of, the school, if applicable requirements are met;
- to accrediting organizations to carry out their accrediting functions;
- to the parent if the child is an eligible student, as long as the parent's eligible student is a dependent for IRS tax purposes;
- to comply with a judicial order or lawfully issued subpoena, if applicable requirements are met;
- to appropriate officials in connection with a health or safety emergency, subject to applicable requirements;
- that have been designated by the school as "directory information," as long as applicable requirements are met;
- to an agency caseworker or other representative of a state or local child welfare agency or tribal organization who is authorized to access a student's case plan when such agency or organization is legally responsible, in accordance with state or tribal law, for the care and protection of the student in foster care placement; or
- to the Secretary of Agriculture or authorized representatives of the Food and Nutrition Service for purposes of conducting program monitoring, evaluations, and performance measurements of programs authorized under the Richard B. Russell National School Lunch Act or the Child Nutrition Act of 1966, under certain conditions.

For all other purposes the district will obtain parental consent prior to releasing records.

– Safeguarding of records; 300.623; ARSD 24:05:29:14

The district has designated the special education director to maintain the records and train others in how to collect, store, disclose, and destroy the records in a manner that protects confidentiality. The special education director will also maintain a list of the names and positions of others who may have access to personally identifiable information.

– Destruction of information; 300.624; ARSD 24:05:29:15

The district will maintain special education records at least 5.5 years after they are no longer needed. Prior to destroying records, the district will inform parents when it no longer needs them. Following that event, when requested by the parents, the district will destroy the personally identifiable information (but may maintain contact information for the student in addition to a record of grades, attendance, classes taken, and grades).

– Children's Rights; transfer at the age of majority; 300.625; ARSD 24:05:29:16

The district acknowledges that the rights of parents normally transfer to special education students upon the age of majority, including rights related to the confidentiality of information.

– Enforcement; policies and procedures; 300.626; ARSD 24:05:29:17

The district agrees to cooperate with enforcement efforts by the SEA, including on-site monitoring, approval of comprehensive special education plans, and complaint resolution.

– Transfer of records for migratory children with disabilities; 300.213; ARSD 24:05:21:05

The district agrees to cooperate with records requests in order to establish a continuity of records for migratory students with disabilities.

SECTION IX: Transition from Part C to Part 34 C.F.R. § 300.124; ARSD 24:05:27:21

The district ensures that children participating in early intervention programs under Part C and who will participate in preschool programs under Part B experience a smooth and effective transition to district preschool programs. Further, each eligible child with a

disability will have in place at the time of their third birthday an appropriate IEP for the provision of special education and related services has been developed and implemented. The district participates in transition planning conferences as coordinated by the local Part C agency.

The state's Part C coordinator contacts the district to alert them of the child turning age three. Several months before a Part C child turns three, the district will initiate evaluation procedures to determine potential eligibility for Part B. The district will hold an eligibility meeting at least 90 days but not more than 9 months prior to the child turning three. This evaluation planning includes contact and input from the child's family. When the child turns three, the district will begin monitoring progress through the required IEP goal progress notes.

SECTION X: Private School Placements; 34 C.F.R. §§ 300.129 – 300.148; ARSD 24:05:31; ARSD 24:05:32

The district will ensure that all responsibilities to children placed in private schools within the jurisdiction of the LEA are met. Consistent with the number and location of children with disabilities within the jurisdiction of the district, such students enrolled in private elementary and secondary schools will have provisions made for the participation in programs assisted or carried out under Part B for the purpose of providing special education and related services.

The district ensures compliance with 34 CFR 300.129 through 300.148 which govern private school placements within the boundaries of the district. Through consultation with private school representatives, the district will locate, identify and evaluate all children with disabilities who are enrolled by their parents in a private school within the district's boundaries. For all eligible students with disabilities enrolled in private schools by their parents, a service plan will be developed in accordance with 300.132. The district will maintain records documenting the number of students evaluated and served in these settings.

- Definition of parentally placed private school children; 300.130; ARSD 24:05:32:01

  The district acknowledges that parentally-placed private school children with disabilities are defined as being children with disabilities whose parents have unilaterally enrolled them in private schools (including religious schools) that meet the state definition of elementary or secondary schools.

- Child find for parentally-placed private school children with disabilities; 300.131; ARSD 24:05:32:01.01

  The district acknowledges that it is responsible for conducting Child Find activities in private schools that happen to be within the boundaries of the district and must maintain records regarding the number of children evaluated, the number of children found to have a disability, and the number of children served.

- Provision of services for parentally placed private school children with disabilities; 300.132; ARSD 24:05:32:03.01

  If a parentally-placed private school child with a disability will receive special education and related services from the district, then the district will develop (and revise, as needed) a services plan with a representative of the private school in attendance or participating by phone.

- Expenditures for parentally-placed private school children with disabilities; 300.133; ARSD 24:05:32:01:02

  The district will spend an amount, proportional to federal subgrants received, for the special education of children with disabilities in parentally-placed private schools within the district. If there are any excess funds, they may be carried over to a maximum of one year.

- Consultation process with private schools attended by children with disabilities; 300.134; ARSD 24:05:32:01:05

  When deciding how to spend federal funds designated for children with disabilities parentally-placed in private schools, the district will consult with private school representatives and representatives of parents of parentally-placed private school children with disabilities regarding the following.

  1. the Child Find process (including how private school children can participate and how people will be informed;

2. the determination of the proportionate share of federal funds available, including how the share was calculated;
3. the consultation process, including how the process will operate during the school year;
4. how, where, and by whom special education and related services will be provided, including a discussion of:
   a. the types of services to be made available;
   b. how special education and related services will be apportioned if funds are insufficient to serve all parentally-placed private school children with disabilities; and
   c. how and when those decisions will be made;
5. how, if the district disagrees with the private school regarding the provision or types of services, the district will provide to the private school officials a written explanation of the reasons why the district chose not to provide services

- Written affirmation by private school officials of meaningful consultation; 300.135; ARSD 24:05:32:01.06

  Following the consultation, the district will seek to acquire written affirmation by private school officials of the meaningful consultation that took place. If the private school does not provide written affirmation, the district will forward documentation of the consultation process to the department.

- Compliance; rights of private school officials to submit a state complaint; 300.136; ARSD 24:05:32:01.07

  The district acknowledges that private school officials have the right to submit a state complaint about consultation or other related matters. If this occurs the district will forward its relevant documentation to the department.

- Determination of equitable services for parentally-placed private school students with disabilities; 300.137; ARSD 24:05:32:03.02

  The district determines the services generally for parentally-placed private school students with disabilities through the process agreed through consultation with the private school officials and representative parents. Then specific services are written through the particular services plan created for each child.

- Provision of equitable services for parentally-placed private school students with disabilities; 300.138; ARSD 24:05:32:03.02

  The services that the district provides to parentally-placed private school students with disabilities are provided by personnel meeting the same standards as those providing services in the public school district. Additionally those services are secular, neutral, and nonideological. However, the amount of services may be less than what would have been received had the student been enrolled in the public school district.

  The services plans developed by the district will meet the IEP content requirements with respect to the services provided and to the extent appropriate.

- Location of services and transportation; 300.139; ARSD 24:05:32:03.03

  The district acknowledges that special education and related services may be provided at the private school site. The district acknowledges that, if necessary for the child to benefit from special education or related services, transportation may be necessary. However, the district will not transport students with disabilities from the home to the private school site. For specific information about the location of services and transportation please refer to the annual consultation agreement.

- Due process complaints and state level complaints; 300.140; ARSD 24:05:32:03.04

  The district acknowledges that even though due process complaints and hearings would not occur related to the provision of special education services for parentally-placed private school students with disabilities, they could occur related to Child Find and the evaluation process.

- Requirements that funds not benefit a private school; 300.141; ARSD 24:05:32:12

The district acknowledges that its federal funds allocated for a private school may not benefit the private school as a whole. They may only be used for the special education and related services of particular students with disabilities enrolled there.

- Use of personnel for the provision of services to parentally-placed private school students with disabilities; 300.142; ARSD 24:05:32:13

  The district acknowledges that it may use funds to make personnel available for the provision of special education and related services in private schools.

- Prohibition on separate classes; 300.143; ARSD 24:05:32:11

  The district acknowledges that it is not allowed to use the funds to create separate classes to segregate children on the basis of school enrollment or religion.

- Property, equipment, and supplies used to provide special education and related services to parentally-placed private school students with disabilities; 300.144; ARSD 24:05:32:15; ARSD 24:05:32:16

  The district acknowledges that it is still responsible to account for property, equipment, and supplies placed in private schools for parentally-placed private school students with disabilities. Such inventory will be removed from the private school when it is no longer needed there and will not be provided unless it can be removed without remodeling the private school facilities.

- Children with disabilities in private schools placed or referred by public agencies; 300.145 – 300.147; ARSD 24:05:34:02

  The district acknowledges that it is still responsible for Child Find for students placed in private schools by state agencies, although the state is responsible for the costs of special education and related services.

- Placement of children with disabilities by their parents in private schools when FAPE is an issue; 300.148; ARSD 24:05:31:01-07

  The district acknowledges that if a student with a disability is placed in a private school because the district could not provide FAPE in a timely manner, then the district may be responsible for the costs of the education.

SECTION XI: Compliance with SEA General Supervision Requirements and Implementation of Procedural Safeguards; 34 C.F.R. §§ 300.149 – 300.150; ARSD 24:05:30:01; ARSD 24:05:20:18; State Complaint Procedures; 34 C.F.R. §§ 300.151 – 300.153; ARSD 24:05:15

The district will comply with any and all requests for information from the South Dakota Department of Education, Special Programs Office related to its obligation to provide general supervision over LEAs in the state. This includes any and all requests for information or data related to monitoring and compliance with regulations as established by the SEA.

- Responsibility for general supervision and procedural safeguards; 300.149-150; ARSD 24:05:30:01

  The district will cooperate with the SEA's general supervision and procedural safeguard requirements. Procedural safeguard assurances at the district level are described in Section VI of this comprehensive special education plan.

- State complaint procedures; 300.151-153; ARSD 24:05:15

  When a state complaint has been filed against the school district, the district will cooperate with SEA complaint procedures, including informational requests from the investigation coordinator. The district acknowledges that either or both of the following options are available.

  1. Districts may choose to propose a resolution to the complaint.
  2. Districts may choose to engage in voluntary mediation with parents.

The district will cooperate with any corrective actions or remedies ordered by the SEA through the state complaint process.

SECTION XII: FAPE Methods of Ensuring Services 34 C.F.R. § 300.154; ARSD 24:05:14:01.03; ARSD 24:05:14:01.06

The district ensures that public and private benefits available to a student with a disability will be used appropriately to support the provision of FAPE at no cost or harm to the parents.

- Restrictions and requirements on accessing public benefits (Medicaid); 300.154(d); ARSD 24:05:14:01.03

  The district will not require parents to apply for public benefits or to pay an out-of-pocket expense. Further, the district will not use public benefits or insurance when doing so could result in financial cost for the parent. When accessing the parent's insurance the district collects written consent first and provides written notice annually.

- Restrictions and requirements on accessing private benefits; 300.154(e); ARSD 24:05:14:01.03

  The district affirms the same regarding private benefits. The district will not cause parents to accrue a cost or decrease the parent's benefits by accessing their private insurance. When accessing the parent's insurance the district collects written consent first and provides written notice annually.

- Use of Part B funds for services when parent consent is unable to be obtained; 300.154(f); ARSD 24:05:14:01.06

  The district acknowledges that it is allowed to apply Part B funds to insurance costs the parents would have had to pay due to the district accessing their insurance benefits.

SECTION XIII: Hearings Related to LEA Eligibility 34C.F.R. § 300.155; ARSD 24:05:2023:01

The district acknowledges it has a right to a hearing before the SEA makes any final determination regarding eligibility for funding under Part B.

SECTION XIV: Personnel Qualifications 34 C.F.R. § 300.156; ARSD 24:05:16:16 & ARSD 24:05:16:16.01

The district will ensure that personnel necessary to carry out the provision of special education and related services are appropriately and adequately prepared and trained, including that those personnel have the content knowledge and skills to serve children with disabilities, including related service personnel and paraprofessionals. Each district will take measurable steps to recruit, hire, train, and retain highly qualified personnel to provide special education and related services to children with disabilities (ARSD 24:05:16:05).

- Personnel qualifications; ARSD 24:05:16:16

  The district will cooperate with the SEA's personnel qualification obligations by ensuring that staff qualifications are reviewed and appropriate licensure or certifications are in place prior to the commencement of contracted payments. The school district and s will ensure that personnel necessary to carry out the provision of special education and related services are appropriately and adequately prepared and trained, including that those personnel have the content knowledge and skills to serve children with disabilities, including related service personnel and paraprofessionals. Each school district will take measurable steps to recruit, hire, train, and retain highly qualified personnel to provide special education and related services to children with disabilities (24:05:16:05, ARSD).

  The Deuel School District will ensure only certified, licensed, or otherwise highly-qualified personnel will provide special education and related services. The district will follow the same procedure for other certified staff, making sure staff work only in those areas where they are properly endorsed. Staff seeking endorsement will follow a plan of intent properly filed with the Department of Education.

Paraprofessionals will be hired by the school district. Paraprofessionals who are properly trained and supervised must have a high school diploma or GED and have met criteria set forth by the State Department of Education. Paraprofessionals will work within defined roles of the school district.

- Paraprofessionals and assistants; ARSD 24:05:16:16.01

The district acknowledges that appropriately trained and supervised paraprofessionals and assistants may be used to assist in the provision of special education and related services, with the following minimum standards.

1. Paraprofessionals must have a high school diploma or GED.
2. Paraprofessionals must work within defined roles and responsibilities as identified by the district.
3. Paraprofessionals must work under the supervision of, and be evaluated by, certified staff.

The district will take measurable steps to recruit, hire, train, and retain appropriately certified personnel to provide special education and related services to children with disabilities. Existing staff and paraprofessionals will receive ongoing training as needed.

SECTION XV: Performance Goals and Indicators 34 C.F.R. § 300.157; ARSD 24:05:14:13

The district will ensure the implementation of state established performance goals and indicators for students with disabilities within their jurisdiction.

- Student information management system (SIMS)

The district will comply with all requests by the SEA for data submission, including use of the student information management system (SIMS).

SECTION XVI: Participation in Assessments 34 C.F.R. § 300.160; ARSD 24:05:14:14; ARSD 24:05:14:14.01

The district strives to ensure that all students with disabilities will be included in state and district assessments, with appropriate accommodations and alternate assessments when necessary. Parents will be informed of their child's participation during the course of the IEP meeting, including any necessary accommodations or any assessment that will be based on alternate or modified achievement standards.

The district will provide all necessary data to the SEA on the participation of students with disabilities in state and district wide testing programs and will, to the extent possible, utilize universal design principles in the development and administration of any assessments.

SECTION XVII: Supplementation of State, local, and other Federal Funds 34 C.F.R. §§ 300.162-163; ARSD 24:05:19:04

The district will ensure the appropriate use of funds under Part B, consistent with 34 C.F.R. § 300.202(a)(1)(2)(3), to pay for the excess costs of providing special education and related services to children with disabilities within their jurisdiction and that such funds will be used to supplement state, local, and Federal funds, not supplant those funds.

- Maintenance of effort; 300.163; ARSD 24:05:19:08.03

The district ensures appropriate use of funds under Part B to pay for the excess costs of providing special education and related services to children with disabilities. The district's available funding will be used to supplement state, local, and federal funds without supplanting those funds.

SECTION XVIII: Public Information 34 C.F.R. § 300.165; ARSD 24:05:20:02

The district acknowledges the SEA's responsibility to solicit public input regarding the SEA's Part B application and will help to provide such input whenever necessary. The district will make available to parents of children with disabilities and the general public all documents relating to the district eligibility under Part B of the IDEA.

SECTION XIX: State Advisory Panel 34 C.F.R. § 300.167-169; ARSD 24:05:14:18-19

The district appreciates the work of the State Special Education Advisory Panel and will refer interested parents to the appropriate state contact if they are interested in serving on the panel.

SECTION XX: Other Required Provisions 34 C.F.R. § 300.170 through 300.174.

The district affirms that the specific provisions of 300.170 through 300.173 and ARSD 24:05:21:04 have been implemented at the district level, consistent with state policy.

- Suspension and expulsion rates; 300.170; ARSD 24:05:14:16

  The district will cooperate with the SEA's effort to monitor suspension and expulsion rates, including initiating a revision of its policies, procedures, and practices relating to the development and implementation of IEPs, the use of positive behavioral interventions and supports, and procedural safeguards as directed by the SEA.

- Annual description of Part B funds; 300.171; ARSD 24:05:21:03

  The district acknowledges that the information in this comprehensive special education plan, coupled with statements of expenditures, descriptions of the annual use of IDEA, Part B funds, and certification of federal assurances are all used to establish its eligibility for funds under the Individuals with Disabilities Education Act, Part B.

- Access to instructional materials (NIMAC); 300.172; ARSD 24:05:14:17

  The district acknowledges the SEA's responsibility to make instructional print materials available in a form that is accessible to students with visual or print impairments, according to the National Instructional Materials Accessibility Standard (NIMAS). When serving students with these impairments the district will consider utilizing these resources from the state library.

- Over-identification and disproportionality; 300.173; ARSD 24:05:17:10

  The district acknowledges the SEA's responsibility to determine whether over-identification or disproportionality may be occurring within the state's special education programs. The district will cooperate with this monitoring through timely submission of the annual child count and any additional SEA requests for information. If necessary the district will revise its policies, procedures, and practices to address over-identification and disproportionality as directed by the SEA.

- Prohibition on mandatory medication; 300.174; ARSD 24:05:14:21

  School district personnel will not require parents to obtain a prescription for medicine for a child, as a condition for attending school, receiving an evaluation, or receiving services.

Appendix A: Independent Educational Evaluations

IEE Policy

Definitions

"Independent educational evaluation" (IEE) means an evaluation conducted by a qualified examiner who is not employed by the school district responsible for the education of the child in question.

"Public expense" means that the school district either pays for the full cost of the IEE or ensures that the IEE is otherwise provided at no cost at the parent.

Process – Parent

A parent has the right to an IEE at public expense when all of the following conditions are true.

The school district has already conducted an evaluation (such as the initial preplacement evaluation, the triennial reevaluation, or any additional, more frequent evaluation conducted at the request of the child's parent or the district).

The parent disputes all or part of the school district's evaluation.

The parent either submits a written request for an IEE to the district or communicates the request during a meeting of the district's IEP team.

Process – District

When district personnel receive a parent's request for an IEE, they must provide parents with the *South Dakota Parental Rights and Procedural Safeguards* and also a copy of this IEE policy, including the most current list of examiners.

When an IEE is requested the school district must determine whether to initiate a due process hearing to establish the appropriateness of its evaluation. If it chooses not to pursue the due process hearing, then it must work toward facilitating the IEE without delay.

Limitations

The parent may only request one publicly funded IEE for each evaluation completed by the school district. Additionally, IEEs requested by parents will be funded at public expense only to the extent that they meet with the district's criteria for location, cost limits, and examiner qualifications as outlined by this policy.

IEE Results

The results of an IEE funded at public expense must be provided to the school district.

The results of any IEE will be considered by the school district's IEP team regardless of whether the IEE was obtained through private or public expense. The district's IEP team will apply information from the IEE to help form decisions about special education eligibility, placement, or programming to the extent appropriate. However, the results of an IEE do not automatically negate previous evaluations administered by the district. IEEs are not sets of data to be used in isolation. IEEs must be combined with other information gathered by the district and considered as a part of the whole set of data by the district's IEP team.

Location

Evaluators must be located within 90 miles of the school district's administrative office. Potential evaluators beyond this area will be approved only in unique circumstances when the parent can demonstrate the necessity of doing so. Parents must seek prior written approval from the district in order for the district to fund an IEE outside this radius. If overnight travel is required in order to pursue a publicly funded IEE, then the district will pay for lodging and meal reimbursements at state rates.

Cost Limits and Examiner Qualifications

Costs above the following maximum allowable limits will not be approved unless the parent can demonstrate that unique circumstances have warranted the additional expense. The total costs for an independent multidisciplinary evaluation are limited to $1,500. This total can include travel, observation, the administration and scoring of tests, report writing, and attendance at the IEP meeting to discuss the findings (when deemed necessary by the school district).

These qualifications refer to licensure and credentials. "Credentialed" means that the examiner has received the appropriate formal training and degree necessary for that position, regardless of whether licensure is current. "Licensed" means that the examiner has received the appropriate formal training and degree necessary for the position and also maintains active licensure to practice in that field.

In addition to the qualifications listed below all IEE examiners must be permitted to communicate and share information directly with members of the IEP team. Examiners must produce the assessment results and an itemized bill prior to receive payment for services. IEE examiners must not be employees of the school district or Northeast Educational Services Cooperative.

Evaluation Area	Limit	Qualifications
Ability *These instruments measure how well a child thinks, remembers, and solves problems.*	$250.00	- Licensed Clinical Psychologist - Licensed School Psychologist or Examiner
Academic Achievement *These instruments measure skill levels in reading, math, written expression, and language skills.*	$300.00	- Credentialed Clinical Psychologist - Credentialed School Psychologist or Examiner - Credentialed Special Education Teacher
Adaptive Behavior *These instruments measure how well a child takes care of personal needs.*	$150.00	- Credentialed Clinical Psychologist - Credentialed School Psychologist or Examiner - Credentialed Special Education Teacher
Audiological *Audiological evaluations determine the type, degree, and configuration of hearing loss relevant to special education eligibility.*	$300.00	- Licensed Audiologist
Autism *These instruments measure whether a child is on the Autism Spectrum Disorder.*	$200.00	- Credentialed Clinical Psychologist - Credentialed School Psychologist
Behavior or Social-Emotional *These instruments measure self-perception, how someone gets along with others, and the degree to which certain behavior is negative.*	$200.00	- Credentialed Clinical Psychologist - Credentialed School Psychologist - Credentialed Special Education Teacher
Developmental *Developmental testing evaluates progress toward developmental milestones in five areas: cognitive, physical, communication, social-emotional, and adaptive behavior (for children younger than 6).*	$300.00	- Credentialed Clinical Psychologist - Credentialed School Psychologist - Credentialed Special Education Teacher

Evaluation Area	Limit	Qualifications
FBA and BIP *Functional behavior assessment (FBA) seeks to establish connections between behavior and stimuli. A behavior intervention plan (BIP) seeks to modify behavior through environmental control and positive behavior intervention.*	$400.00	- Credentialed Clinical Psychologist - Credentialed School Psychologist - Credentialed Behavior Analyst or Technician - Credentialed Special Education Teacher
Medical *Medical evaluations consist of examinations, parent or child interviews, and other medical testing that could result in a diagnosis relevant to special education eligibility.*	$300.00	- Licensed Practitioner of Medicine - Licensed Practitioner of Osteopathy
Occupational Therapy *These evaluations measure a child's performance in fine motor, sensory, and visual motor skills.*	$200.00	- Licensed Occupational Therapist
Physical Therapy *These evaluations measure a child's performance in gross motor skills.*	$200.00	- Licensed Physical Therapist
Skill-Based Information *Skill-based data collection identifies the specific academic and behavioral strengths and needs that can be used to develop a child's program.*	$300.00	- Credentialed Clinical Psychologist - Credentialed School Psychologist - Credentialed Special Education Teacher
Speech-Language Pathology *These evaluations measure a child's performance in articulation, fluency, language, and voice.*	$200.00	- Licensed Speech-Language Pathologist
Transition *These instruments identify a child's skill levels and potential targets for future education, employment, and independent living.*	$150.00	- Credentialed Clinical Psychologist - Credentialed School Psychologist - Credentialed Special Education Teacher
Vision *Eye examinations establish one's ability to see and could result in a diagnosis relevant to special education eligibility.*	$300.00	- Licensed Ophthalmologist - Licensed Optometrist

LEGAL REFERENCES

20 USC 1415(b)(1) – Procedural safeguards.
34 CFR §300.502 – Independent educational evaluation.
ARSD 24:05:30:03. Independent educational evaluation.

IEE List of Examiners

Name	Contact Info	Ability	Achievement and Skill-Based	Adaptive Behavior & Behavior	Autism	Occupational Therapy	Physical Therapy	Speech-Language Pathology
Avera St. Luke's Therapy 805 First Ave. SE Aberdeen, SD	www.avera.org/st-lukes-hospital/ (605) 622-5725					X	X	X
Big Stone Therapy 8 5th St SE Watertown, SD 57201	www.bigstonetherapies.com/.../watertown-llc/ (605) 753-5400					X	X	X
Bridgeway Counseling Center 600 4th Street NE Watertown, SD 57201	https://www.bridgewaycounselingcenter.com/ (605) 886-5262	X	X	X	X			
Brookings Health System 300 22nd Avenue Brookings, SD 57006	https://www.brookingshealth.org/ (605) 696-9000					X	X	X
Brookings School District 2130 8th Street South Brookings, SD 57006	Heather Asmussen (605) 696-4705 heather.asmussen@k12.sd.us	X	X	X				X
LifeScape (formerly CCHS) 2501 West 26th Street Sioux Falls, SD 57105	www.lifescapesd.org (605) 444-9700	X	X	X	X	X	X	X
Milbank School District 1001 East Park Avenue Milbank, SD 57252	Marie Ivers (605) 432-4393 marie.ivers@k12.sd.us	X	X	X				X
Northern Plains Psychological 405 8th Ave NW, Suite 333 Aberdeen, SD 57401	https://www.nppasd.com/ (605) 225-3622	X	X	X				
Prairie Lakes Healthcare 401 9th Ave NW Watertown, SD 57201	www.prairielakes.com/ (605) 882-7000					X	X	X
Sisseton School District 516 8th Ave West Sisseton SD 57262	Jennifer Heath (605) 698-7613 jennifer.heath@k12.sd.us	X	X	X				X
USD Center for Disabilities 1400 West 22nd Street Sioux Falls, SD 57105	www.usd.edu/.../Center-for-Disabilities (605) 357-1438			X	X	X	X	X
Watertown School District 216 10th Street SE Watertown, SD 57201	Jennifer Bollinger (605) 882-6399 jennifer.bollinger@k12.sd.us	X	X	X				X

IEE Form Letter

February 20, 2025

Dear Sir / Madam:

The Deuel School District has received your written request for an independent educational evaluation (IEE) for John Doe dated February 14, 2025. After reviewing it, our district intends to proceed by ensuring that John's IEE is conducted at public expense.

I have enclosed a copy of our entire IEE policy. I have also included a list of some independent examiners in the region. You may prefer to use a potential examiner who does not appear on our list. Please know that we would consider using other evaluators.

The skill areas listed below were measured during the evaluation you have disputed. At your earliest convenience please contact me at (605)783-3607 to clarify which skill area(s) you want reassessed and whom you would prefer to be the examiner(s).

<DELETE AND EDIT ITEMS FROM THIS LIST AS APPROPRIATE>

- ability
- achievement
- adaptive behavior
- audiological
- autism
- behavior
- braille
- developmental
- diagnosis of chronic or acute health condition
- fine motor
- functional behavior assessment (FBA) and behavior intervention plan (BIP)
- gross motor
- hearing screen
- observation
- ophthalmological
- orientation / mobility
- sensory
- social-emotional
- speech-language (articulation, fluency, language, and / or voice)
- transition
- vision screen
- visual motor

Sincerely,

Special Education Director

SOUTH DAKOTA HIGH SCHOOL ACTIVITIES ASSOCIATION
2025 OFFICIAL RUNOFF ELECTION BALLOT
East River At-Large Representative
TERM: JULY 31, 2025 TO JUNE 30, 2030

East River At-Large Representative- To be filled by a **Secondary Principal or Assistant Principal**

East River At-Large Principal- To be filled by a **Secondary Principal or Assistant Principal**. This position is currently held by Trent Osborne of the Ipswich School District. The representative position switches from a Superintendent position to a Principal Position. The East River At-Large representative may be a Principal or Assistant Principal from any SDHSAA member school physically located east of the Missouri River. This position must be filled by a Principal or Assistant Principal. **Any member school may nominate a person for this position and all member schools have the opportunity to vote.** Frederick Area, Watertown, and Pierre are ineligible as they already have members on the Board of Directors. Ryan Rollinger is eligible to run for this position even though he is coming off of the Board as Division I representative because he filled a vacated position for less than two years. The person elected will serve a **five-year term** on the SDHSAA Board of Directors and is unable to run for re-election.

You may vote for **one** candidate.

The deadline for the return of this ballot is **July 18, 2025.**

☐ **Brittney Eide, Secondary Principal, Corsica-Stickney**

☐ **Ryan Rollinger, Secondary Principal, Harrisburg**

_____ _____
Name of Member School Date

_____ _____
Signature (Superintendent or Principal) Signature (School Board President)

Unless there are TWO signatures, this ballot will be unacceptable and declared void.

Brittney Eide, Corsica-Stickney-

With 28 years of experience in education—including the past 11 as a school administrator—I bring a well-rounded and seasoned perspective to leadership. My administrative career began with six years as the Assistant Principal at the Mitchell Middle School and has continued for the past 5 years by serving as the 6–12 Principal and Activities Director at Corsica-Stickney. Throughout my career, I've remained deeply engaged in both athletics and fine arts—areas that are essential to the mission of the South Dakota High School Activities Association. My involvement in volleyball spans 18 years, including 11 as a head coach, and I currently serve as the Region 5B volleyball chairperson, a role held for the past four years. For a decade, I have supported our track and field program as an assistant coach, organizing meets and managing the FAT timing system at both home and away events. The sport of cheerleading has also been a part of my journey for 24 years, including coaching sideline and competitive teams as well as serving as a judge. As a member of the Cheer Advisory Committee, I played an instrumental role in proposing and helping implement competitive cheer and dance in South Dakota. Corsica-Stickney is a member of the Great Plains Athletic Conference of which I currently co-manage. In the fine arts realm, my experience includes coaching oral interpretation and one-act plays, organizing conference and regional competitions, and supporting students who advanced to state-level festivals.

Balancing academics with extracurricular programming is a unique yet rewarding challenge. My commitment is to ensure that every opportunity is a positive, enriching experience for students, staff, parents, officials, and fans. Passionate about education and dedicated to student success, I would be honored to bring this same energy and commitment to the SDHSAA Board of Directors. Thank you for your time and consideration.

Ryan Rollinger, Harrisburg-

My name is Ryan Rollinger, and I am honored to serve as the Principal of Harrisburg High School. I am seeking your vote to represent the East River schools on the SDHSAA Board of Directors, and I would be grateful for your support. With 25 years in education- 7 as a teacher and 18 in administration- I have dedicated my career to supporting students in both academics and extracurricular activities. As a former multi-sport athlete at the high school and collegiate level, I understand firsthand the value of high school activities in shaping well-rounded individuals. I have coached multiple sports and worked in small rural schools (Wessington, SD and Harrisburg in the early 2000's), and now in what is one of the largest high schools in the state, giving me a broad and balanced perspective.

Through my experience on the SDHSAA Board as the Division I Representative, I have gained valuable insight into the challenges facing South Dakota Schools, including geography, socioeconomics, NIL, funding, referee and coaching shortages, and competitive balace. My professional network spans athletic directors, fine arts directors, coaches, teachers, principals, superintendents, officials, and SDHSAA staff and board members, allowing me to advocate effectively for all schools. I am a student-centered decision-maker committed to ensuring fairness, consistency, and opportunity in all extracurricular programs across the state. I have represented education at many levels, serving on boards including SEAP, SDASSP, and as a NASSP facilitator. My passion for high school activities drives me to continue working on behalf of South Dakota students, and I would be honored to have your vote. Thank you for your time and consideration.

- CSI-
    - Surveys Results-
- Playground update-
- Lockdown Overview-
- Staffing-
- Joint Convention-August 7-8

UPCOMING EVENTS

- Regular/Annual Board Meeting-Monday, July 14th -6pm

MS/HS Principal Board Report

- Graduation
- Handbook Updates
- Grading Scale and Weighted Grades
- 8th Grade Citizenship Award
    - Mataylah Pope
    - Gracelyn Homan

I. Elem. Principal
   a. May Student of the Month
      JK - Lily Cutshaw
      K - Danny Bolden
      1st - Luella Seuser
      2nd - Owen Lipp
      3rd - Graci Severson
      4th - Alyssa Magee
      5th - Austen VonEye

   b. May Cardinal Card Winners
      Natalie Van Hofwegen
      Danny Bolden
      Sutten Ronne
      Crue Bucknell
      Keegan Beutler

   c. 95 Percent Curriculum

   d. Elementary Handbook – first reading

II. Athletic Director

Congratulations to the state track qualifiers!

Boys 3200 Relay, Sutton Benck, Tyson Hagberg, Caden Hourigan and Levi Peterson
Boys 400 relay- Axel Gallardo, Gavin Kloos, Gave Sather and Oliver Fieber
Boys 800 relay- Axel Gallardo, Gavin Kloos, Caleb Ronne and Oliver Fieber
Boys Medley- Axel Gallardo, Brock Johnson, Caleb Ronne and Tyson Hagberg
Girls 400 Relay- Addison Timmons, Sophie Trupe, Laycee Andersen and Alayna Carlson
Girls 800 Relay- Addison Timmons, Sophie Trupe, Laycee Andersen and Alayna Carlson

100- Oliver Fieber, Gavin Kloos, Addison Timmons and Alayna Carlson
200- Oliver Fieber, Gavin Kloos, Caleb Ronne, Addison Timmons and Alayna Carlson
400- Caleb Ronne
1600- Tyson Hagberg and Jaycee Hourigan
3200- Jaycee Hourigan, Shyla Tvedt and Isabella Imm
110 hurdles- Gabe Sather

300 hurdles- Gabe Sather
Javelin- Owen Haas
High Jump- Caleb Ronne and Lennix Adler
Pole Vault- Gabe Sather, Malakai Maskovich, Makia Moe, Hannah Cutshaw, Lauryn Peterreins, Kandi Berndt and Riley Bass
Discus- Kayden Russel

State Track Places

What a great weekend by all athletes! Deuel Students Athletes placed in quite a few events and the boys brought home the 4th place trophy, great job by all athletes.

State placers:

Gabe Sather- 4th in 110h and 8th in 300h and 3rd in PV. New school record in PV

Oliver Fieber- 1st in the 100 and 200 and new school record in the 200

400 relay- state champs, Gabe Sather, Gavin Kloos, Axel Galardo and Oliver Fieber. New school record

800 relay- 3rd Axel Galardo, Caleb Ronne, Gavin Kloos and Oliver Fieber. New school record

Gavin Kloos- 6th in the 200

Hannah Cutshaw- 5th in PV

Oliver Fieber was named the Most Valuable boys runner in class A state track meet.

State Softball

Congratulations to the softball team on qualifying for the State Softball Tournament, held in Aberdeen on June 5th, 6th and 7th

Congratulations on their ___place finish at State.

State Golf

Congratulations to the following for qualifying for the state golf meet.

Claryssa Hanson
Jared Hotzler
Gavin Maaland
Emmitt Schwiesow

State Golf was held in Watertown on June 2nd and 3rd

Business Manager Board Report

2024-2025 Audit
Budget Hearing in July
Fiscal Year End Training
New Business Manager Training – July 15-17, 2025

Northeast Educational Services Cooperative
Advisory Board Meeting
Wednesday, May 7, 2025

The Advisory Board for the Northeast Educational Services Cooperative (NESC) met Wednesday, May 7, 2025 at HyVee in Watertown, South Dakota. The meeting was called to order by President Books at 10:04 A.M. and adjourned at 10:55 A.M.

Present: Brian Sampson, Arlington; Steve Benson, Britton-Hecla; Peter Books, Castlewood; Travis Ahrens, Clark; Abi Van Regenmorter, DeSmet; Kim Kludt, Deubrook; Chad Schiernbeck, Deuel; Brian Jandahl, Elkton; Mitch Reed, Florence – entered at 10:15 P.M.; Jim Hulscher, Hamlin; Todd Obele, Henry; Mike Ruth, Iroquois; Dana Felderman, Lake Preston; Dawn Hoeke, Oldham/Ramona/Rutland (ORR); Laura Schuster, Sioux Valley; Scott Lepke, Waubay; Jon Meyer, Waverly/South Shore; Chris Lee, Willow Lake; Larry Hulscher, Wilmot – entered at 10:10 A.M.

Absent: Nadine Eastman, Enemy Swim; Paul Vonfischer, Estelline; Spencer Oland, Rosholt; Mike Schmidt, Summit; Jim Block, Webster

Others Attending: Anneke Nelson, Director; Tiffany Stormo, Business Manager; Tim Frewing, Assistant Director

ADVISORY BOARD AGENDA

Call to Order

President Books called the meeting to order at 10:04 A.M.

Approval of Agenda

Motion by S. Lepke and second by T. Ahrens to approve the agenda as presented. All present voting in favor, motion carried.

Financial Report

Business Manager Stormo reviewed the financial report for March 2025.

Motion by B. Sampson and second by L. Schuster to approve March 2025 financial report. All present voting in favor, motion carried.

Board of Directors

Director Nelson reviewed the March 2025 BOD meeting minutes.

Discussion of FY26 Preliminary Budget

Business Manager Stormo reviewed the preliminary budget for FY26.

Paper Purchase

Business Manager Stormo discussed with the board COOP paper purchasing.

Motion by B. Jandahl and second by J. Meyer to approve discontinuing paper purchase. All present voting in favor, motion carried.

Policy and Bylaws Updates

Assistant Director Frewing reviewed policy and bylaw updates.

Sped Forms

A training for Sped Forms will be held on August 15, 2025.

NESC Staffing Update

Director Nelson updated the board that they are still looking for an OT and a COTA. Staff assignments will be sent out to districts.

GMS

Discussion was held on GMS forms to be submitted to NESC.

Coding Training

Director Nelson shared coding training documents are in digital resources.

Election of Chairperson for 25-26

Motion by P. Books and second by M. Reed to approve nomination of Chris Lee as Chairperson. All present voting in favor, motion carried.

Motion by P. Books and second by A. Van Regenmorter to approve nomination of Dana Felderman as Vice-President. All present voting in favor, motion carried.

Superintendent Rotation

Motion by A. Van Regenmorter and second by K. Kludt to approve nomination of Brian Sampson to represent medium schools. All present voting in favor, motion carried.

Todd Obele from small schools and Travis Ahrens from large schools will continue their terms.

July Meeting

The next BOA meeting is tentatively scheduled for July.

Open Discussion

Assistant Frewing discussed that there will be a CPI training on July 30, 2025. Registration is due by May 23, 2025. The cost for each registrant is $51.69. Further discussion was held on the new BCBA position and paraprofessional training.

Adjournment

There being no further business, motion by S. Lepke, second by T. Obele to adjourn. All present voting in favor, motion carried.

Tiffany Stormo, Business Manager

Northeast Educational Services Cooperative
Board of Directors Meeting
Monday, May 19, 2025

The Board of Directors for the Northeast Educational Services Cooperative (NESC) met in regular session on Monday, May 19, 2025 via Zoom and at Lake Area Technical College in Watertown, SD. The meeting was called to order by President Schuurman at 7:00 P.M. and adjourned at 7:57 P.M.

Members Present

In-Person:
Audrey Schuller, Britton/Hecla; Alisha Nielsen, Castlewood; Malory McIntire, Clark; Carie Knutson, Deubrook; Wade Gubrud, Deuel; Arend Schuurman, Elkton; Chris Verhoek, Estelline; Tara Abraham, Hamlin; Audrey Rider, Henry; Lisa Amdahl, Summit; Penny Thyen, Waverly/South Shore
Zoom:
Megann Murphy, Arlington; Lisa Lauterhahn, Enemy Swim Day School; Carrie Schiernbeck, ORR; Diane LeClair, Rosholt; Jayme Trygstad, Sioux Valley; Martin Looyenga, Webster; Tia Felberg, Willow Lake; Heidi Pelzel, Wilmot

Absent:

Jared Tolzin, DeSmet; Jon Kahnke, Florence; Greg Bich, Iroquois; Reid McDaniel, Lake Preston; Art Berger Jr., Waubay

Others Attending:

NESC Staff Representatives: Shelly Skogstad (Z), Stephanie Hayunga (Z), Nicol Huyvaert (Z), Teresa Landmark (Z), Kristy Boettcher – joined at 7:13 P.M.
Member District Superintendents: Travis Ahrens, Clark; Todd Obele, Henry
NESC Administration: Anneke Nelson, Director; Tiffany Stormo, Business Manager; Tim Frewing, Assistant Director

Call to Order

President Schuurman called the meeting to order at 7:00 P.M.

Introduction of Guests

Travis Ahrens, Todd Obele, Shelly Skogstad, Stephanie Hayunga, Nicol Huyvaert and Teresa Landmark were introduced as guests.

Agenda Review, Changes, and Approval

Action #25-71 Motion by A. Schuller, second by M. McIntire, to approve the agenda with the addition of 10b) Assistant Director Salary. All present voted, motion carried.

Public Comment

No public comment was presented.

Conflict of Interest

No conflicts of interest were presented.

Financial Report

Action #25-72 Motion by T. Abraham, second by A. Nielsen, to approve the financial report for the period ending April 30, 2025. All present voted, motion carried.

	General Fund	Special Education Fund	Agency Fund
April 1, 2025	**$278,708.76**	**$1,026,532.91**	**$11,692.86**
Receipts:			
Local Sources	$129,563.33	$269,831.49	$2,922.48
State Sources		$1,748.29	
Federal Sources		$185,192.00	
Other	$5,464.50		
Total Monthly Receipts	$135,027.83	$456,771.78	$2,922.48
Balance Forward	$413,736.59	$1,483,304.69	$14,615.34
Manual Journal Entries			
Less Salaries	$3,160.32	$403,691.41	
Less Disbursements	$54,379.79	$172,003.05	$1,718.58
Total Salaries & Disbursements	$57,540.11	$575,694.46	$1,718.58
Ending Cash Balance April 30, 2025	**$356,196.48**	**$907,610.23**	**$12,896.76**

Consent Agenda

Action #25-73 Motion by C. Knutson, second by A. Rider to approve the following items on the Consent Agenda: 7a) Approval of April 21, 2025 Board of Directors minutes; 7b) Approval of payment of May 2025 budget claims; 7c) Approval of Resignation – Morgan Anderson- OTA; 7d) Approval of Resignation – Alyssa Miller Paraprofessional; 7e) Approval of Contract – Speech Partners – FY26 - SLP - $87.79 per hour; 7f) Approval of Contract Amendment – Sara Lorensberg - $81,600; 7g) Approval of Contract Lexi Schreurs – FY26 – COTA - $41,000; 7h) Approval of Contract – Riley Seeds – ESY – $34.47/hr; 7i) Approval of Contract– Janine Alholinna – ESY - $17.75/hr; 7j) Approval of Contract – Mychelle Donelan – ESY - $20.50/hr; 7k) Approval of Contract – Abygail Krog – ESY - $33.00/hr. All present voting in favor, motion carried.

May 2025 Accounts Payable

General Fund: AUTOMATIVE SERVICE CENTER FLEET MAINT 429.06; AUTOMAXX CDJR, INC. FLEET MAINT 80.41; AXESS COOPERATIVE FLEET MAINT 37.00; BMO MASTERCARD PURCH SVCS, TRAVEL, PHONE, SPLS 294.84; CENEX FLEETCARD FLEET MAINT 6,263.53; CENTURY BUSINESS PRODUCTS, INC COPIER MAINT CONTRACT 14.57; DAHL, JEFFREY BACKGROUND CHECK 4.26; DATA CENTER WAREHOUSE, LLC TECH EQ 515.76; DEUEL CO. CENEX FLEET MAINT 73.00; DUST TEX SERVICE, INC. APRIL RUG USE 6.53; EMC INSURANCE ADD VEH COV 21.04; HAMLIN COUNTY FARMERS COOP FLEET MAINT 625.28; HEALTH EQUITY HSA/FLEX 3.47; KSB SCHOOL LAW SCHOOL MATTERS 41.76; MINERT & ASSOCIATES, INC DRUG TESTING 472.00; NESC IMPREST 26.70; NESC PAYROLL MAY 2025 3,183.31; O'KEEFE IMPLEMENT, INC FLEET MAINT 25.00; ROB'S AUTO REPAIR FLEET MAINT 130.05; SD FEDERAL PROPERTY AGENCY FY25 VEHICLE 5,600.00; SMITH, BARTON FLEET MAINT 271.00; TIME MANAGEMENT SYSTEMS, INC TIME CLOCK 2.26; W.W. TIRE SERVICE FLEET MAINT 376.64; WATERTOWN PUBLIC OPINION MINUTES 12.08; WEBSTER AUTO CARE FLEET MAINT 496.09

Fund Total: $19,005.64

Special Education Fund: BMO MASTERCARD PURCH SVCS, TRAVEL, PHONE, SPLS 29,218.84; BOSSE, JENNIFER APRIL MI REIMB 273.58; BOYD, BRENDA ED SPEC TRAVEL 54.00; CASTLEWOOD SCHOOL DISTRICT APRIL CB USE FEE 898.91; CENTURY BUSINESS PRODUCTS, INC COPIER MAINT CONTRACT 167.58; DAHL, JEFFREY BACKGROUND CHECK 48.99; DALY, ANGELA SLP CONTRACTED SERVICES 1,320.00; DATA CENTER WAREHOUSE, LLC TECH EQ 6,428.24; DUST TEX SERVICE, INC. APRIL RUG USE 75.12; EMC INSURANCE ADD VEH COV 241.96; HAMLIN SCHOOL DISTRICT APRIL CB USE FEE 1,439.90; HAYUNGA, STEPHANIE OT TRAVEL 20.00; HEALTH EQUITY HSA/FLEX 39.93; KSB SCHOOL LAW SCHOOL MATTERS 480.24; LAKE PRESTON SCHOOL DISTRICT APRIL CB USE FEE 617.10; PARENT APRIL 25 MI REIMB 125.76; MITCHELL TECHNICAL INSTITUTE J.B., L.G.,R.S.,M.M., SLP REGIS 196.00; NESC PAYROLL MAY 2025 413,980.55; SPEECH PARTNERS, LLC SLP CONTRACTED SERVICES 10,923.93; TEACHWELL SOLUTIONS OT CONTRACTED SERVICES 1,146.60;

TIEFENTHALER, DEBRA MI REIMB 35.37; TIME MANAGEMENT SYSTEMS, INC TIME CLOCK 138.99; WATERTOWN PUBLIC OPINION MINUTES 138.86; WEBSTER SCHOOL DISTRICT APRIL CB USE FEE 1,234.20; WILLIAMS, THEODORE PSYCH CONTRACTED SERVICES 3,031.70

Fund Total: $472,276.35

Discussion Items

FY26 Preliminary Budget

Business Manager Stormo reviewed the preliminary budget for FY26.

FY26 Property & Liability Insurance

Business Manager Stormo reviewed property and liability insurance for FY26.

Assistant Director's Report

Assistant Director Frewing discussed inventory, the open OT position, ESY services and working on policy updates.

Director's Report

Director Nelson gave an update on the building and finalizing negotiations with Unit 1.

Proposed Changes to By-Law and Policy – First Reading

Assistant Director Frewing reviewed the first reading of updated by-law and policies.

Executive Session

Action #25-74 Pursuant to Negotiations – SDCL 1-25-2(4) Preparing for contract negotiations or negotiating with employees or employee representatives. Motion by C. Verhoek, second by C. Knutson to enter executive session at 7:24 P.M. All present voting in favor, motion carried.

President Schuurman declared the board out of executive session at 7:54 P.M.

Action Items

Unit 1 Contracts

Action #25-75 Motion by C. Verhoek, second by H. Pelzel to approve Unit 1 contracts. All present voting in favor, motion carried.

Approval of Assistant Director Salary

Action #25-76 Motion by C. Knutson, second by J. Trygstad to approve Assistant Director salary for the 2025-26 contract year. All present voting in favor, motion carried.

Adjournment

Action #25-77 With there being no further business, motion by A. Nielsen, second by C. Verhoek, to adjourn. All present voted, motion carried.

The next NESC Board of Directors meeting will be held at Lake Area Technical College in Watertown, SD Monday, June 16, 2025 at 7:00 P.M.

_____ _____

Arend Schuurman, President **Tiffany Stormo, Business Manager**