

DOUGLAS SCHOOL DISTRICT  
BOARD OF EDUCATION

**AGENDA**

**Tuesday, May 26, 2026**

**VANDENBERG ELEMENTARY SCHOOL - Library Conference Room  
561 Briggs Street  
Box Elder, SD 57719**

**5:00 PM**

DOUGLAS SCHOOL DISTRICT INVITES YOU TO ATTEND A SCHEDULED ZOOM ROOM MEETING:

Join Zoom Meeting <https://sdk12.zoom.us/j/96153433202?pwd=Ud0kWDDw0uiLnmbf8Gy1FSnNobuSvR.1>  
Meeting ID: 961 5343 3202  
Passcode: 499757

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

1. Call Meeting To Order:
2. Pledge of Allegiance and Moment of Silence In Honor Of Fallen Soldiers And Active Duty Persons:
3. Recognition:
4. Review of Board Working Agreements:
  - We ask
  - We learn
  - We lead
- 5.
6. Public Forum:
7. Approval of Agenda:
8. Consent Agenda Items:
  - A. Approval of Regular Meeting Minutes for May 11, 2026.
  - B. Approve Personnel Action
  - C. Approve Financial Reports
  - D. Approve the Purchases and Issuing of Accounts Payable.

- E. Approve Election Ballot for Representation on the South Dakota High School Activities Association (SDHSAA) Board as recommended.
  - F. Approve Amendments No. 1-3 to the South Dakota High School Activities Association (SDHSAA) By-Laws as recommended.
  - G. Approve South Dakota High School Activities Association (SDHSAA) Annual Membership Resolution for school year 2026-27.
  - H. Approve KLJ Engineering Scope and Fee Proposal to update Douglas School District Elementary School Traffic Impact Study.
  - I. Approve Dominion Due Diligence (D3G) price quote of \$10,575 for Phase 1 Environmental Site Assessment and Part 58 Environmental Review for Elementary School #1 Building.
  - J. Approve Conflict Disclosures and Waiver Authorizations Pursuant to SDCL 3-23-3
9. Items Removed From Consent Agenda
10. Elementary and Secondary Curriculum and Instruction Items:
- A. Approve SY 26-27 Student Handbooks.
11. Superintendent Items:
- A. Approve Open Enrollment Applications (batch #1) as recommended for the 2026-27 school year.
12. Fiscal Resources Items:
13. Operational Support Services Items:
14. Reports:
- A. Superintendent:
  - B. Committee Reports From Board Members and Comments from Associate Board Members
15. Upcoming Calendar Events:
- June 8 - BOE Meeting, 5:00 pm
  - June 10 - Conciliation Meeting, 10:00 am
  - June 22 - BOE Meeting, 5:00 pm
16. Executive Session
17. Action As A Result of Executive Session

## 18. Adjournment

SECTION	<b>B</b>	TITLE	<b>Board Governance and Operations</b>	FILE	<b>BDDH</b>
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**Public Participation at Board Meetings**

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

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

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

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

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

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

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

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

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

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

1. Agenda and Non Agenda Items:

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

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

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

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

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

### 3. Authority of Presiding Officer:

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

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

## REFERENCES

### State Reference:

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

### Policy Cross Reference:

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

**Adoption History**

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

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

DATE \_\_\_\_\_

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

Please print legibly.

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

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

This is the time for the Public Forum.

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

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

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

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

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

Adopted: 3/14/2022

MINUTES  
DOUGLAS SCHOOL DISTRICT  
BOARD OF EDUCATION MEETING

Monday, May 11, 2026

The Douglas School District No. 51-1 Board of Education held a Regular meeting on Monday, May 11, 2026 at 5:00 PM in the library conference room at Vandenberg Elementary School, Box Elder, South Dakota. President Tanya Gray presided. Those present were:

Ben Frerichs: Present, Tanya Gray: Present, Amy McGovern: Present via zoom, Chris Misselt: Present, Tonya Welch: Present.

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

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

There was nothing for public forum.

Motion to approve the agenda moving Item 10A to after Consent Agenda Items. This motion, made by Ben Frerichs and seconded by Tonya Welch, Carried.

Motion to approve the consent agenda items 7A-E. This motion, made by Chris Misselt and seconded by Ben Frerichs, Carried.

Approved Regular Board Meeting Minutes of April 27, 2026.

Approved Personnel Action for May 11, 2026. (Attachment)

Approved Accounts Payable Report for May 15, 2026 and April 2026 Payroll Report. (Attachments)

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

Approved Declaring Library Books as Surplus (surplus for sale or discard).

**Superintendent Items:**

Motion to approve retirement resolution as follows. This motion, made by Ben Frerichs and seconded by Chris Misselt, Carried.

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

David Carroll	16 Years
Kimberly Cook	17 Years

Stacey Cowen	4 Years
Donna Curry	18 Years
Juanita Harrington	30 Years
David Horan	19 Years
Ron Mays	12 Years
Alice Oleson	35 Years
Troy Volesky	10 Years

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

Motion to approve new Social Studies Curriculum for grades 6-12 as recommended. The adoption of the McGraw-Hill Social Studies curriculum ensures alignment to current social studies standards and consistent, rigorous instruction for all students. This motion, made by Chris Misselt and seconded by Tonya Welch, Carried.

Motion to approve new English Language Arts (ELA) Curriculum for grades 9-12 as presented. The adoption of the new My Perspectives ELA curriculum from SAAVAS is part of the ongoing curriculum review cycle. This motion, made by Chris Misselt and seconded by Ben Frerichs, Carried.

**Reports:**

Superintendent Kevin Case stated the work on the middle school parking lot has started. There will be an additional 84 parking spots once completed and an additional 8 parking spots for the kitchen. The trees have been removed for the work to begin on the new bus loop. There will be a groundbreaking ceremony at the EOY staff breakfast on May 22. The entire middle school project, which will also include a new addition for offices, classrooms, secure port of entry and renovating existing space for additional classrooms, will cost \$7.4 million and is scheduled for completion by August 2027.

Superintendent Kevin Case stated the certified negotiations with DEA are at an impasse due to language changes in the negotiated agreement. There is a conciliation meeting with a representative from the Department of Labor scheduled on June 10.

Superintendent Kevin Case explained the grant funding for the new elementary school has been a learning process. He has met with different entities who have already gone through the process. It is highly recommended that there is one knowledgeable person to be the point person for managing the federal grant as well as being available for additional grant opportunities. He will be bringing a job description forward for the board to make a decision.

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

Ben Frerichs commented that the staff wellness survey is open until tomorrow. The District Wellness Committee will meet on Wednesday.

Board members thanked this year's retirees, representing 161 years of service, for their service and personal connections to students and families.

Motion to adjourn the meeting at 5:37 pm. This motion, made by Chris Misselt and seconded by Tonya Welch, Carried.

\_\_\_\_\_  
Tanya Gray, President

\_\_\_\_\_  
Trista Olney, Business Manager

\_\_\_\_\_ Initials

\_\_\_\_\_ Date

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

**DOUGLAS SCHOOL DISTRICT****PERSONNEL ACTION 5/11/2026****Employee Leave of Absence Requests**

Name	Building	Position	Effective Date
BOE See Attached			

**Classified Resignations/Terminations**

Name	Position	Location	Effective Date
Brooklyn Conley	Instructional Aide	Carr	4/8/2026
Carmen Brown	Instructional Aide	MS	5/22/2026
Shae Weber	Asst. Track Coach	MS	5/22/2026
Erin Harms	Student/Teacher Intern	BC	5/22/2026
Gabrielle Koper	Student/Teacher Intern	BC	5/22/2026
Olivia Harris	Student/Teacher Intern	MS	5/22/2026

**Certified Voluntary Transfer Request/Assignments**

Name	From Bldg/Position	To Bldg/Position	Effective Date
Sean Gholson	HS/Assistant Principal	MS/Principal	7/1/2026

**Classified Voluntary Transfer Request/ Assignments**

Name	From Bldg / Position / Hrs / Wage	To Bldg / Position / Hrs / Wage	Effective Date
Susan Cole	VES/LRA/3 hrs/\$15.50	VES/Instructional Aide Sped/8 hrs/\$17.50	2026-2027

**Certified Staff Hiring**

Name	Location / Position	Wage	Effective Date
Jaiden Olson	BC 3rd Grade Teacher	\$55,950.00	2026-2027
Michelle Hayes	BC 3rd Grade Teacher	\$58,200.00	2026-2027
Jade Johnson	FC Pre-K Teacher	\$58,200.00	2026-2027
** Amanda Bauer	BC Principal	\$113,085.00	2026-2027
** Jimi Olson	HS Assistant Principal	\$105,315.00	2026-2027

**Classified Staff Hiring**

Name	Location / Position	Wage	Effective Date
Daniel Kight	HS Instructional Aide ISS	\$17.50	2026-2027
Madison Panik	FC Pre-K Instructional Aide	\$17.50	2026-2027

**Temporary Hires**

Name	Position	Salary	Effective Date
Darien Malone	Asst. Girls Wrestling Coach	\$4,403.00	2026-2027
Hayden Wright	7th Asst. Football Coach	\$2,443.00	2026-2027
Michael Herren	HS Lunch Supervisor	\$2,500.00	2026-2027
Terri Smith	Summer Grounds	\$19.00/hr	6/1/2026 - 6/30/2026
Kimberly White	Summer Maintenance	\$17.75/hr	6/1/2026 - 6/30/2026

	Lexi Brantley	Summer Maintenance	\$15.50/hr	6/1/2026 - 6/30/2026
	Ivan Pettit	Summer Maintenance	\$15.50/hr	6/1/2026 - 6/30/2026
	Jude Sand	Summer Maintenance	\$15.00/hr	6/1/2026 - 6/30/2026
	Terri Smith	Summer Grounds	\$19.00/hr	7/1/2026 - 8/7/2026
	Kimberly White	Summer Maintenance	\$17.75/hr	7/1/2026 - 8/7/2026
	Lexi Brantley	Summer Maintenance	\$15.50/hr	7/1/2026 - 8/7/2026
	Ivan Pettit	Summer Maintenance	\$15.50/hr	7/1/2026 - 8/7/2026
	Jude Sand	Summer Maintenance	\$15.00/hr	7/1/2026 - 8/7/2026
**	Mackenzie Zarnoth	IT Summer Help	\$15.00/hr	6/1/2026 - 6/30/2026
**	Mackenzie Zarnoth	IT Summer Help	\$15.00/hr	7/1/2026 - 8/6/2026

**Substitute Hires**

	<b>Name</b>	<b>Substitute Teacher</b>	<b>Substitute Classified</b>	<b>Effective Date</b>
	Sammi Brakke	Substitute Teacher	Per Substitute Pay Rate	4/7/2026
	Tamara Merrill	Substitute Teacher	Per Substitute Pay Rate	4/16/2026

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

<u>Vendor Name</u>	<u>Check #</u>	<u>Expensed</u>	<u>Amount</u>
A & B WELDING SUPPLY COMPANY INC.	187410		20.76
AMAZON.COM	187412		14,316.49
AMERICINN-PIERRE	187413		487.96
ATLAS PEN & PENCIL LLC	187414		65.64
BEST WESTERN PLUS RAMKOTA HOTEL	187415		2,700.00
BHSSC	187416		1,000.00
BLACK HILLS ROOFING, INC.	187417		6,068.00
Bradstream, George	187418		261.59
CENTURY BUSINESS	187419		68.64
CENTURYLINK	187420		522.35
CITY OF BOX ELDER	313		9,858.70
COLUMN SOFTWARE PBC	187421		231.26
CONCORD THEATRICALS	187422		2,328.15
DOUBLETREE RAPID CITY DOWNTOWN	187424		77.98
DOUGLAS PETTY CASH	187425		634.00
EVERGREEN OFFICE PRODUCTS	187427		5,058.00
FIDUCIARY ACCOUNT	187428		140.00
FOOD SERVICE	187430		15.86
GLOBAL INDUSTRIAL	187431		782.02
HIGH POINT NETWORKS, LLC	187433		19.00
HILLYARD INC	187434		2,988.86
INNOVATIVE OFFICE SOLUTIONS	187435		7,275.80
JW PEPPER & SONS, INC.	187436		41.94
KOCH FILTER	187437		932.31
LEAD/DEADWOOD SCHOOL DISTRICT	187438		150.00
Miller, Travis	187442		1,992.00
MONTANA DAKOTA UTILITIES COMPANY, INC.	314		9,689.58
MS MAIL	187443		27.30
NORTHWEST PIPE FITTINGS, INC.	187444		1,333.81
POPP BINDING AND LAMINATING, INC	187445		730.00
POWERSCHOOL GROUP LLC	187446		22,122.55
PROPHET CORPORATION DBA GOPHER, THE	187447		303.49
QUADIENT LEASING USA, INC	187448		565.44
RAMKOTA HOTEL	187449		232.00
RIDDLE'S GLASS	187450		1,233.91

RIVERSIDE TECHNOLOGIES INC	187451	5,800.00
SANFORD HEALTH OCCMED	187452	648.00
SPARTAN STORES, LLC.	187454	77.94
STAGECOACH WEST BUS INC	187455	7,177.00
TEMPERATURE TECHNOLOGY INC	187456	674.73
TERRYBERRY	187457	4.62
TRANE US INC	187458	799.28
VERIZON WIRELESS	187460	298.69
VOYAGER FLEET SYSTEMS, INC.	187461	170.63
WEST RIVER ELECTRIC-AUTOPAY	315	1,853.22
WESTERN COMMUNICATIONS, INC.	187462	768.00
<b>GENERAL FUND</b>		<b>112,547.50</b>
CENTURY BUSINESS	187419	9,956.76
CONVERGINT TECHNOLOGIES LLC	187423	5,817.37
FOLLETT CONTENT SOLUTIONS, LLC	187429	1,668.43
MCDONOUGH, CHELSEA	187441	9.61
<b>CAPITAL OUTLAY</b>		<b>17,452.17</b>
ADAPTIVEMALL.COM LLC	187411	99.95
AMAZON.COM	187412	599.56
DOUGLAS PETTY CASH	187425	296.00
ESTMAN, GEORGEANN	187426	251.16
LINGUALINX LANGUAGE SOLUTIONS, INC	187439	89.60
LYNN'S DAKOTAMART	187440	43.03
SHINING PATHWAY ABA, LLS	187453	28,418.75
<b>SPECIAL ED</b>		<b>29,798.05</b>
AMAZON.COM	187412	131.16
HAGGERTYS MUSICWORKS	187432	85.00
Vaughn, Pamela	187459	526.39
<b>GRANTS</b>		<b>742.55</b>
AMAZON.COM	13066	229.80
CASH-WA DISTRIBUTING COMPANY, INC.	13067	10,202.12
COCA-COLA BOTTLING CO HIGH COUNTRY	13068	701.00
KLOMP, KAITLIN	13069	41.10
PAN-O-GOLD BAKING COMPANY, INC.	13070	365.21
PIZZA HUT- BOX ELDER	13071	862.00

PRAIRIE FARMS	13072	6,826.81
REINHART FOOD SERVICE LLC	13073	17,966.23
SERVALL TOWEL & LINEN SUPPLY, INC.	13074	177.96
SYSCO MONTANA	13075	7,623.30
<b>FOOD SERVICE</b>		<b>44,995.53</b>
4THROWS	50839	57.97
A&J SCREENING	50839	261.38
ACADEMY OF MODEL AERONAUTICS	50839	89.00
DOMINOS PIZZA- BOX ELDER	50839	289.12
FIVE BELOW	50839	48.85
LITTLE CAESAR'S PIZZA	50839	562.05
NASSP	50839	316.99
OLIVE GARDEN	50839	550.73
POLE VAULT MALL	50839	1,199.49
ROBBINSDALE LANES	50839	76.50
SAM'S CLUB	50839	4,442.59
TARGET BANK	50839	135.87
WAL-MART STORES INC	50839	1,488.86
<b>STUDENT ACTIVITY</b>		<b>9,519.40</b>
<b>Grand Total:</b>		<b>215,055.20</b>

**PAYROLL EXPENDITURES**

**APRIL 7 2026**

**APRIL 21 2026**

**TOTALS**

**\$1,273,538.52**

**\$1,287,752.83**

**DOUGLAS SCHOOL DISTRICT****PERSONNEL ACTION**      **5/26/2026****Classified Service Factor Bonus**

	<b>Name</b>	<b>Position/Years</b>	<b>Amount</b>	<b>Dates of Service</b>
	Timothy Smith	Custodian / 10 years	\$853.20	5/24/2016 - 5/24/2026

**Certified Resignations/Terminations**

	<b>Name</b>	<b>Position</b>	<b>Location</b>	<b>Effective Date</b>
	Gracie Good	Special Education Teacher	MS	5/22/2026
	Lori Chapman	4th Grade Teacher	VES	5/22/2026
	Karissa Perez	Family Services Social Worker	CA	5/22/2026

**Classified Resignations/Terminations**

	<b>Name</b>	<b>Position</b>	<b>Location</b>	<b>Effective Date</b>
	Garrett Jamison	Summer Strength Coach	HS	05/13/2026
	Malaysia Louangrath	Bus Aide	Transportation	05/22/2026
	Eric Elder	Head Track Coach	MS	05/22/2026
	Emma Johnson	Intramural Volleyball Coach	MS	05/22/2026

**Certified Staff Hiring**

	<b>Name</b>	<b>Location / Position</b>	<b>Wage</b>	<b>Effective Date</b>
	Amy Caron	HS/Sped Tosa Manager	\$38,299.33	2026-2027

**Temporary Hires**

	<b>Name</b>	<b>Position</b>	<b>Salary</b>	<b>Effective Date</b>
	Rowan Sinclair	Summer Strength Coach	\$2,443.00	7/9/2026

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

<b>March 1, 2026 FINANCIAL</b>	<b>GENERAL FUND</b>	<b>CAPITAL OUTLAY</b>	<b>SPECIAL EDUCATION</b>
BALANCE 02/28/26	(1,072,816.08)	472,519.04	1,771,464.15
RECEIPTS:			
TAXES	79,344.40	62,255.36	35,850.30
INTEREST	1,592.18	0.00	0.00
ADMISSIONS	1,940.00	0.00	0.00
LOCAL	112.78	0.00	0.00
COUNTY	20,808.84	0.00	0.00
STATE	1,433,689.00	0.00	320,259.00
FEDERAL	0.00	0.00	39,547.03
OTHER	223.50	177.89	0.00
INTERFUND TRAN.	12,789.90	0.00	0.00
TOTAL RECEIPTS:	1,550,500.60	62,433.25	395,656.33
DISBURSEMENTS:			
VERIFIED CLAIMS	166,836.96	16,313.71	114,618.29
SALARIES	1,827,618.15	0.00	489,419.29
TRANSFERS OUT	0.00		
<b>BALANCE 03/31/26</b>	<b>(1,516,770.59)</b>	<b>518,638.58</b>	<b>1,563,082.90</b>
BALANCE 03/31/25	(936,183.40)	(858,422.32)	1,903,308.49

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<b>March 1, 2026 FINANCIAL</b>	<b>FEDERAL PROJECTS</b>	<b>UNEMPLOY- MENT FUND</b>
BALANCE 02/28/26	(106,075.83)	47,510.70
RECEIPTS:		
LOCAL		
STATE		
FEDERAL	86,340.00	0.00
REIMBURSEMENTS	0.00	
OTHER (LOCAL) -AFROTC	0.00	0.00
INTERFUND TRAN.		
TRANSFER IN		
TOTAL RECEIPTS:	86,340.00	0.00
DISBURSEMENTS:		
VERIFIED CLAIMS	5,781.04	0.00
SALARIES	111,330.44	0.00
TRANSFERS OUT		
<b>BALANCE 03/31/26</b>	<b>(136,847.31)</b>	<b>47,510.70</b>
BALANCE 03/31/25	1,038,827.13	48,686.70

<b>March 1, 2026 FINANCIAL</b>	<b>DEP CARE</b>	<b>MEDICAL REIMB</b>	<b>IMPACT AID</b>
BALANCE 02/28/26	3,201.98	(3,375.23)	32,576,814.54
RECEIPTS:			
INTEREST	0.00	0.00	12,789.90
FEDERAL	0.00	0.00	2,050,247.00
LOCAL	1,396.26	3,508.38	0.00
OTHER			
INTERFUND TRAN.			
LOANS			
TOTAL RECEIPTS:	1,396.26	3,508.38	2,063,036.90
DISBURSEMENTS:			
VERIFIED CLAIMS	2,686.68	774.54	0.00
EXPENDITURES/TRANSFERS OUT	0.00	0.00	12,789.90
<b>BALANCE 03/31/26</b>	<b>1,911.56</b>	<b>(641.39)</b>	<b>34,627,061.54</b>
BALANCE 03/31/25	2,342.18	(4,132.94)	30,796,811.54

<b>March 1, 2026 FINANCIAL</b>	<b>FOOD SERVICE</b>	<b>FIDUCIARY FUNDS</b>
BALANCE 02/28/26	72,683.85	268,346.98
RECEIPTS:		
INTEREST		
SALES	70,920.25	0.00
STATE	0.00	0.00
FEDERAL	85,464.51	0.00
LOCAL	0.00	49,850.83
OTHER	(412.29)	0.00
INTERFUND TRAN.	0.00	
LOANS		
TOTAL RECEIPTS:	155,972.47	49,850.83
DISBURSEMENTS:		
VERIFIED CLAIMS	133,860.81	59,848.01
SALARIES	30,390.97	0.00
<b>BALANCE 03/31/26</b>	<b>64,404.54</b>	<b>258,349.80</b>
BALANCE 03/31/25	170,641.08	218,495.14

<u>Vendor Name</u>	<u>Check #</u>	<u>Expensed</u>	<u>Amount</u>
AMERICINN BY WYNDHAM MITCHELL	187477		411.93
AMSTERDAM PRINTING & LITHO CORPORATION	187478		552.75
AV PHOTOGRAPHY	187479		100.00
BLACK HILLS CHEMICAL CO	187480		2,391.96
BLACK HILLS ENERGY- AUTO PAY	319		34,702.50
BOX ELDER HARDWARE	187481		866.52
CENTURY BUSINESS	187482		107.21
Clark, Michael	187484		204.00
COLUMN SOFTWARE PBC	187485		463.67
DAKOTA BUS SERVICE, INC.	187487		3,180.00
DAKTRONICS	187488		2,210.00
DOUBLETREE RAPID CITY DOWNTOWN	187489		71.80
FAULKNER, MELANIA	187490		150.00
FIDUCIARY ACCOUNT	187491		1,448.00
HILLYARD INC	187492		241.17
INNOVATIVE OFFICE SOLUTIONS	187493		491.09
KIEFFER SANITATION, INC.-AUTO PAY	316		3,221.14
LEAD/DEADWOOD SCHOOL DISTRICT	187495		100.00
LIFETOUCH PUBLISHING, INC.	187496		4,358.48
LYNN JACKSON SHULTZ & LEBRUN PC INC	187497		530.00
LYNN'S DAKOTAMART	187498		153.64
MATH RACK	187500		1,442.10
MENARDS	187501		42.95
MG OIL COMPANY, INC.	187502		11,832.42
MIDCONTINENT COMMUNICATIONS- AUTO PAY	318		1,576.55
MIDWEST BUS PARTS, INC.	187503		184.88
MITCHELL SCHOOL DISTRICT	187504		50.00
MRG HAUFF	187505		1,194.00
NORTH CENTRAL SUPPLY, INC.	187507		90.00
POPPLER'S MUSIC INC	187508		340.45
RIDDLE'S GLASS	187510		703.40
RIVERSIDE TECHNOLOGIES INC	187511		962.00
SAGE WATER WORKS, INC	187512		220.00
STAGECOACH WEST BUS INC	187518		3,160.00
TERRYBERRY	187519		129.74

TW ENTERPRISES INC	187520	1,055.60
VANWAY TROPHY & AWARD, INC.	187521	577.00
VERIZON WIRELESS	187522	239.99
WAL-MART STORES INC	317	125.04
<b>GENERAL FUND</b>		<b>79,881.98</b>
LANKFORD ENTERPRISES INC	187494	26,550.00
SHORT, ROBERT	187516	14.49
<b>CAPITAL OUTLAY</b>		<b>26,564.49</b>
CHILDREN'S CARE HOSPITAL & SCHOOL	187483	6,783.00
COUNCIL FOR EXCEPTIONAL CHILDREN	187486	305.00
LYNN'S DAKOTAMART	187498	71.75
MACKIE, BRENDA	187499	451.36
NCS PEARSON, INC.	187506	192.00
RATWIK, ROSZAK & MALONEY, P.A	187509	28.50
SASD	187513	180.00
SD DEPARTMENT OF HUMAN SERVICES	187514	12,539.85
SHINING PATHWAY ABA, LLS	187515	55,342.50
SONOVA USA INC	187517	1,305.01
<b>SPECIAL ED</b>		<b>77,198.97</b>
FIDUCIARY ACCOUNT	187491	4,090.08
<b>UNEMPLOYMENT</b>		<b>4,090.08</b>
CASH-WA DISTRIBUTING COMPANY, INC.	13082	3,282.05
CLIMATE CONTROL SYSTEMS AND SERVICE	13083	745.20
COCA-COLA BOTTLING CO HIGH COUNTRY	13084	650.00
LANGDEAUX, MERCEDES	13085	44.90
PAN-O-GOLD BAKING COMPANY, INC.	13086	664.98
PIZZA HUT- BOX ELDER	13087	702.00
PRAIRIE FARMS	13088	6,115.27
REINHART FOOD SERVICE LLC	13089	4,699.89
SERVALL TOWEL & LINEN SUPPLY, INC.	13090	176.28
SYSCO MONTANA	13091	5,489.78
<b>FOOD SERVICE</b>		<b>22,570.35</b>
SOUTH DAKOTA STATE TREASURER	1104	483.29
<b>STUDENT ACTIVITY</b>		<b>483.29</b>

**Grand Total:**

**210,789.16**



**SOUTH DAKOTA HIGH SCHOOL ACTIVITIES ASSOCIATION  
2026 OFFICIAL ELECTION BALLOT  
Division IV Representative  
TERM: JULY 1, 2026 TO JUNE 30, 2031**

**Division IV Representative To be filled by a Superintendent**

This position is currently held by Jeff Kusters of the Frederick Area School District. He is able to run for re-election because he filled a partial term of less than two years on the Board. The Division IV Representative may be a Superintendent or Assistant Superintendent from any SDHSAA member school with a 25-26 ADM from Parker (100.55) to Elk Mountain (2.0). Lyman and Harding County are ineligible as they already have members on the Board of Directors. This position must be filled by a Superintendent or Assistant Superintendent. **Any member school may nominate a person for this position and all member schools have the opportunity to vote.** 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 **May 31, 2026.**

**Jeff Kusters, Frederick Area School District**

\_\_\_\_\_  
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.**



## SOUTH DAKOTA HIGH SCHOOL ACTIVITIES ASSOCIATION

### 2026 OFFICIAL AMENDMENT BALLOT

The deadline for the return of this ballot is **May 31, 2026**. In order to pass, a proposal must receive a 60% favorable vote. Please refer to the accompanying document for the text of the amendment and the rationale that was given at the Annual Meeting of the Board of Directors.

#### AMENDMENT NO. 1

*To Amend Chapter I, Part IV, Section 1, Subsection D of the SDHSAA By-Laws*

Yes

No

\_\_\_\_\_  
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.**

**BALLOTS DUE: May 31, 2026**

**SOUTH DAKOTA HIGH SCHOOL ACTIVITIES ASSOCIATION  
PROPOSED AMENDMENT TO CONSTITUTION AND BYLAWS  
AMENDMENT #1**

**1.) Amend Chapter 1, Part IV, Section 1, Subsection D of the SDHSAA By-Laws.**

**C. Eight Semester/Twelve Trimester Rule.** A student shall be eligible for four first semesters and four second semesters OR twelve trimesters of interscholastic competition while enrolled in grades 9-12. For the purpose of this subsection, enrollment and attendance in school or participation in one or more contests shall count as a semester/trimester of eligibility. Once a student enrolls as a ninth grader, all semesters/trimesters must be consecutive unless waived as per Article VII, Section 3 (1), page 18 of the Constitution.

**D. Four Semester/Six Trimester Middle School Participation Rule.** Middle school students shall be eligible for four consecutive semesters OR six consecutive trimesters of high school interscholastic competition while enrolled in grades 7-8. The four semesters/six trimesters begins when the student enrolls as a 7th grader or is a student enrolled in alternative instruction as set forth in SDCL 13-27-3, must be consecutive, and are not dependent upon actual participation in high school level interscholastic competition (the four semesters/six trimesters start at enrollment/recognition as a 7th grader, not upon participation in high school competition). **Upon initial completion of the 8th grade (four semesters/six trimesters of 7th and 8th grade), the student shall begin their eight semesters/twelve trimesters of high school eligibility. No “redshirt” or “reclassification” years will be recognized.**

NOTE: Attendance Defined: If the student is used in the ADM count, full or partial day, they are considered to have attended school.

**Rationale:** Clarifies the intent of the previous year’s amendment limiting middle school participation in varsity sports to four semesters/six trimesters, specifies that “redshirt” and “reclassification” years between 8<sup>th</sup> grade and 9<sup>th</sup> grade are not recognized.

**Positives-** Provides clarity to schools and families on a question that is being asked on an increasing scale of “can my child repeat 8<sup>th</sup> grade for sports before starting 9<sup>th</sup> grade”, “can my child homeschool for a year after 8<sup>th</sup> grade before entering 9<sup>th</sup> grade and not have their high school eligibility start?”, and “can my child homeschool and do a year of club sports between 8<sup>th</sup> and 9<sup>th</sup> grade before starting their high school eligibility?” The answer to all of those questions is No; the whole concept of redshirting and reclassifying for the purpose of sports goes against the concept of education-based activities.

**Negatives/Things to Look For-** Parents need to be aware of this rule and need to know that if they do this, the high school eligibility clock starts after completion of 8<sup>th</sup> grade and their child may run out of eligibility a year sooner than they anticipated. We need to be clear with parents on this rule so there are no surprises.

There may be legitimate reasons why a student would need to be held back a year between 8<sup>th</sup> and 9<sup>th</sup> grade. For that situation we have our hardship process to examine the situation individually.



## **SOUTH DAKOTA HIGH SCHOOL ACTIVITIES ASSOCIATION**

### **2026 OFFICIAL AMENDMENT BALLOT**

The deadline for the return of this ballot is **May 31, 2026**. In order to pass, a proposal must receive a 60% favorable vote. Please refer to the accompanying document for the text of the amendment and the rationale that was given at the Annual Meeting of the Board of Directors.

#### **AMENDMENT NO. 2**

*To Amend Chapter II, Part I, Section 1, Subsection J of the SDHSAA By-Laws*

Yes

No

\_\_\_\_\_  
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.**

**BALLOTS DUE: May 31, 2026**

**SOUTH DAKOTA HIGH SCHOOL ACTIVITIES ASSOCIATION  
PROPOSED AMENDMENT TO CONSTITUTION AND BYLAWS  
AMENDMENT #2**

**2.) Amend Chapter II, Part I, Section 1, Subsection J of the SDHSAA By-Laws as follows:**

J. The eligibility of a student is not affected by a transfer from a school that closes. **The transfer cannot occur until the date of the school closure or the end of the school year in which the school closes. End of school year would include the end of all SDHSAA state championships for the school year.** A student living in a district that does not support and maintain a high school may be declared eligible at a high school that regularly serves that district to which the student commutes daily.

RATIONALE: Existing language is not specific that when a school closes, the transfer cannot take place until after the school closes. We have had questions the last few years regarding schools that are going to close (or are rumored to be closing) and parents wanting a free transfer prior to the school closing. This amendment clarifies that it cannot occur until the school closes.

**Positives-** Provides clarity to parents, students, and schools of schools that are closing, as well as the surrounding area schools who will be absorbing those students at the closure of the school.

**Negatives-** We will continue to get questions from families who want to transfer early and families who desire to transfer early to get a head start on academic and athletic participation at the new school.



## SOUTH DAKOTA HIGH SCHOOL ACTIVITIES ASSOCIATION

### 2026 OFFICIAL AMENDMENT BALLOT

The deadline for the return of this ballot is **May 31, 2026**. In order to pass, a proposal must receive a 60% favorable vote. Please refer to the accompanying document for the text of the amendment and the rationale that was given at the Annual Meeting of the Board of Directors.

#### AMENDMENT NO. 3

*To Amend Chapter I, Part III, Section IV of the SDHSAA By-Laws*

Yes

No

\_\_\_\_\_  
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.**

**BALLOTS DUE: May 31, 2026**

**SOUTH DAKOTA HIGH SCHOOL ACTIVITIES ASSOCIATION  
PROPOSED AMENDMENT TO CONSTITUTION AND BYLAWS  
AMENDMENT #3**

**3.) Amend Chapter I, Part III Section IV of the SDHSAA By-Laws as such:**

**SECTION 4. POST GRADUATE PARTICIPATION.** Student eligibility terminates at graduation, with the exceptions listed below. Graduation means graduation from a traditional school setting, graduation from an alternative instruction setting, graduation from an online school setting, or completion of a GED program.

Exceptions:

1. Students who graduate at the end of the first semester/first or second trimester are eligible until the first day of classes of the second semester/second or third trimester.
2. High school graduates are permitted to participate in inter-school meets or tournaments sanctioned by the Association during the summer months immediately following a second semester/third trimester graduation date.

~~Notwithstanding Section 1 of this chapter, high school graduates may be permitted to participate in inter-school meets or tournaments sponsored by the Association during summer months immediately following such graduation, unless the Board of Directors rules otherwise in the case of any such tournament or meet.~~

**Rationale:** This clarifies that completion of a high school program, an online high school degree program, graduation from an alternative instruction high school degree program, or graduation/completion of a GED program constitutes graduation and terminates eligibility with the listed exceptions.

**Positives-** Provides clarity to schools, students, and parents on what constitutes graduation and what happens if you graduate early.

**Negatives-** Still quite a bit of grey area on what constitutes “graduation” from some listed programs, and manipulation could occur. With the increased use of alternative instruction, homeschool collectives, microschools, and self-guided online degree programs we will likely have to continue to work through these scenarios to address them as they come.



**South Dakota High School Activities Association**  
**P.O. Box 1217 ❖ Pierre, SD 57501**  
**Phone (605) 224-9261      FAX: (605) 224-9262**

## **SCHOOL BOARD RESOLUTION**

### **Authorizing Membership in the South Dakota High School Activities Association**

By resolution, the School Board of:

---

(Name of School District or School)

has authorized membership in the South Dakota High School Activities Association for the high school(s) under its jurisdiction as hereinafter listed:

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This is to be for the period which begins July 1, 2026 and ends on June, 30, 2027 with the supervision, control, and regulation of any and all high school interscholastic activities being delegated to said Association.

In addition, the above-mentioned School Board has ratified the Constitution, By-Laws, and rules of the South Dakota High School Activities Association as of July 1, 2026 and agrees to conduct its activities programs within the framework of these instruments.

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Date of Resolution

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President of Board

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Superintendent of Schools

**Due By:**

**July 15, 2026**



2750 Blue Water Rd, Suite 100  
Eagan, MN 55121  
651-222-2176  
[kljeng.com](http://kljeng.com)

# Memorandum

**Date:** 05/19/2026  
**To:** Jared Carda – Co-Op Architecture  
**From:** John Crawford, PE, PTOE; and Oz Khan, PE – KLJ Engineering  
**RE:** **Douglas Elementary School Site TIS Revision – Scope and Fee Proposal**

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KLJ Engineering is pleased to provide this scope and fee proposal for updating the *Douglas School District Elementary School Traffic Impact Study* originally completed in July 2022. Since that time, the City has secured project funding and now anticipates beginning construction and opening the school in **Fall 2026** (assumed). Because the traffic counts included in the 2022 study no longer reflect current conditions, an updated analysis is required to incorporate more recent traffic patterns and ensure accurate year-of-opening and long-term operational evaluations.

The revised study will:

- Reassess traffic operations for the two study intersections and the two school access points analyzed in the original study: Radar Hill Road & Creekside Drive, S Ellsworth Road & Freude Lane, the School Entrance, and the School Exit.
- Collect updated turning movement counts at the two study intersections.
- Update traffic volumes and conduct traffic operations analyses for the Year of Opening and Future 20-Year conditions under both No-Build and Build scenarios.
- Evaluate traffic control warrants and turn-lane needs for the Year of Opening under both No-Build and Build conditions.

**Schedule:** A draft memo will be submitted within **45 business days** of contract execution and receipt of required information. Should the City provide feedback, KLJ will revise the study within **15 days** of receipt.

**Fee:** **\$9,250** lump sum. This study will revise the previous study analysis and report, including mitigation.

Additional services, such as meetings with the City, additional traffic counts, or requests for further analysis, may be provided on a time and materials basis after receiving written authorization for the additional work.

Thank you for giving us the opportunity to propose these services.

 



SUBJECT PROPERTY

Property Name: Proposed Douglas Elementary School
Address: Between Creekside Lane and Freude Lane, Box Elder, SD 57719
Property Type: Other Tax Map Parcel: 2230200008
Property Size: 1 building(s), 0 unit(s)
Property Area: 20.000 acre(s) Construction Desc: New Construction
Site Description:

A proposed elementary school situated on 20.0 acres of land. Current owner: DOUGLAS SCHOOLDISTRICT #51-1.

CLIENT INFORMATION

Jared Carda jared@co-oparch.com
CO-OP Architecture
600 Kansas City Street, Suite 1, Rapid City, SD 57701

SERVICE PRICING

Protocol(s) Required: HUD > Community Project Funding (CPF)
Requested Turn Around Time: See individual scopes for timing.

Table with 2 columns: Service Name and Price. Rows include: ESA (\$4,250), Part 58 EA (\$3,000), Cultural Resources Desktop Analysis (\$3,325). Includes detailed descriptions for each service.

Project Total: \$10,575

NOTICE TO PROCEED

The undersigned agrees with the Scope of Services and associated professional fees itemized above, understands and agrees to the attached D3G Bid Terms And Conditions, and is authorized to sign this Notice To Proceed.

D3G Signature: [Signature] Date: 5/14/2026
Client Signature: \_\_\_\_\_ Date: \_\_\_\_\_
Site Contact Name: \_\_\_\_\_
Site Contact Phone: \_\_\_\_\_ / Email: \_\_\_\_\_

**BID TERMS AND CONDITIONS**

**1. Due Dates for Delivery of Reports.** D3G has provided the turnaround time for the Services provided under this Bid (“TAT”) in good faith based on current workload projections at the time the Bid was issued. Circumstances that can affect our projected TAT include, but are not limited to:

- A delay in receiving the signed engagement from the Client with full and accurate site address information;
- Contact information for a valid and cooperative Point of Contact (“POC”); and
- Full availability of and access to the Site.

Any delay in receipt of any of the foregoing items shall result in a corresponding extension of the TAT. Acts of God, weather delays, events beyond D3G’s control, or events that could not have been reasonably foreseen by D3G will all result in a corresponding extension of the TAT. D3G shall notify the CLIENT of significant changes in the expected TAT. Unless noted in the Bid, time is not of the essence with respect to the TAT.

**2. Pricing.** The pricing for each of D3G’s itemized Services is indicated on the Bid and is valid for five (5) business days. D3G shall not be obligated to provide, and is not liable for, services in addition to those identified in the Bid unless D3G and Client agree in writing to such additional services and the compensation owed for them. No course of conduct or performance shall modify D3G’s obligations unless agreed in writing. The provided D3G "Service Pricing" and associated scope(s) are inclusive of two (2) revisions and one (1) technical review call with D3G Staff, per scope. Any additional requests/consulting will be considered beyond the original scope of services and will warrant additional fees.

**3. Billings, Payment and Credit.** Client shall pay D3G for the Services performed in accordance with the prices agreed in this Bid, and for any subsequent additional services at a rate mutually agreed in writing. Invoices will be submitted upon issuance of the draft reports or completion of the itemized Services. D3G reserves the right to cancel the Bid or modify its payment terms if the Client does not meet the credit requirements of D3G or in the event of financial insecurity. Payment of the D3G invoices shall be Client’s primary and noncontingent obligation, and shall not be conditioned upon a loan or any other event. Payment of D3G’s invoice is due upon receipt. Balances unpaid within 30 days of the invoice date shall bear interest from the invoice date at one percent (1%) per month, or at the maximum lawful interest rate (whichever rate is less). Client shall be liable to D3G for all costs and expenses of collection, including reasonable attorneys’ fees and court costs. Time is of the essence with respect to Client’s obligation to pay. D3G’s delay or nonexercise of any of these rights or remedies shall not be deemed a waiver of any of them.

**4. Cancellation.** Should the Client cancel the engagement or suspend it for more than sixty (60) days, the Client shall pay for all Services fully or partially performed to date, and all project-specific costs incurred, such as without limitation regulatory database and nonrecoverable travel fees. Specific amounts owed for suspension or cancellation at various stages are set forth as follows:

- Cancellation at least one full business day prior to onsite visit – expenses incurred as of cancellation.
- Cancellation less than 24 hours before an onsite visit, but prior to draft report writing – 50% of Services fee.
- Cancellation during draft report writing, but prior to review or production – up to 80% of the Services fee depending on percentage of work completed.
- Cancellation after or during draft report production – 100% of the Services fee.

**5. Confidentiality.** D3G shall not disclose information regarding this Bid or the Services, except to the Client, employees, consultants, subcontractors or other persons engaged by D3G related to the Services, third parties designated by the Client, or as required by law or court order. Notwithstanding the terms of this Section, D3G shall be permitted to make such disclosures as necessary to comply with all judicial orders, government directives, and laws regarding reporting to public agencies of potential dangers to public health, safety or environment.

**6. Limitation of Liability and Dispute Resolution.** D3G's liability under this Bid shall not exceed the compensation to be paid D3G under this Bid or \$25,000, whichever is less. D3G shall have no liability for any consequential damages or those associated with delays. D3G shall have no liability for undisclosed, concealed, or unforeseen conditions. D3G shall have no liability for any differing opinions, interpretations, or recommendations of governmental or regulatory agencies. These limitations reflect the compensation allocated for the Bid Services and upon written request, D3G may consider an increase to this limitation in exchange for additional consideration. All claims or disputes between D3G and Client related to this Bid shall be i) addressed first by formal mediation as a condition precedent to binding arbitration, ii) mediation and arbitration shall be governed by Virginia law and held in the County of Chesterfield, Virginia, as the parties agree that this Bid is made in Chesterfield, Virginia, iii) and a demand shall be filed with the American Arbitration Association within one year of the conclusion of D3G's services performed under the Bid or all such claims shall be released and waived.

PRICE QUOTATION



D3G Service Pricing - 2025

**Consulting Services**

Hourly Rate - Principal	\$350.00
Hourly Rate - Director	\$295.00
Hourly Rate - Analyst	\$200.00

**Environmental Services**

Hourly Rate - Environmental Technician	\$225.00
Hourly Rate - Environmental Professional	\$250.00
Hourly Rate - Researcher	\$150.00
Hourly Rate - Subject Matter Expert	\$295.00

**Capital Needs/Physical Needs/ Section 18 SAC**

Hourly Rate - Inspector	\$225.00
Hourly Rate - Researcher	\$150.00
Hourly Rate - Senior Reviewer	\$250.00
Hourly Rate - Principal Engineer	\$295.00

**Energy & Sustainability**

Hourly Rate - Inspector	\$225.00
Hourly Rate - Researcher	\$150.00
Hourly Rate - Senior Reviewer	\$250.00
Hourly Rate - Department Head	\$295.00

**Architectural Services**

Hourly Rate - Project Manager	\$225.00
Hourly Rate - Administrator	\$150.00
Hourly Rate - Cost Reviewer/Estimator	\$250.00
Hourly Rate - Architect	\$295.00