

**KILLDEER PUBLIC SCHOOL BOARD
REGULAR MEETING
BOARD ROOM
WEDNESDAY, DECEMBER 10, 2025, 5:30 PM**



AGENDA

1. Call to Order
 - A. Pledge of Allegiance
2. Approval of Agenda
3. Consent Agenda
 - A. Minutes from the November 12, 2025 regular meeting

Killdeer Public School District No. 16

Administration

Jeff Simmons, Superintendent
Brady Wilz, HS Principal
Andrew Cook, Elem Principal
Rhonda Zastoupil, Business Manager



School Board

Kelli Schollmeyer, President
April Dutchuk, Vice-President
Levi Bang, Member
Tara Bohmbach, Member
Stephanie Hardersen, Member

**Killdeer Public School District No. 16
Regular Board Meeting
Boardroom
Wednesday, November 12, 2025 – 5:30 p.m.
Official Minutes**

Levi Bang: Present
Tara Bohmbach: Present
April Dutchuk: Present
Stephanie Hardersen: Present
Kelli Schollmeyer: Present
Present: 5.

Also in attendance were Superintendent Jeff Simmons, Business Manager Rhonda Zastoupil, Brady Wilz, Nick Walker, Jesse Hellinger, Erik Johnson and Andrew Cook.

1. Call to Order

President Schollmeyer called the meeting to order at 5:31 pm. The Pledge of Allegiance was recited.

2. Approval of Agenda

I move to set the written agenda and approve the consent agenda. This motion, made by Levi Bang and seconded by Stephanie Hardersen, Carried.

Levi Bang: Yea, Tara Bohmbach: Yea, April Dutchuk: Yea, Stephanie Hardersen: Yea, Kelli Schollmeyer: Yea

Yea: 5, Nay: 0

Discussion held.

3. Consent Agenda

3.A. Minutes from October 15, 2025 Regular Meeting

3.B. Prepaid November Bills

3.C. Business Manager Reports

3.C.a. Financial Reports

3.C.b. Personnel Reports

1. New Hires:

1. Cynthia Hoyt - Daycare Aide

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Knowledge for a lifetime

Killdeer Public School District No. 16

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Andrew Cook, Elem Principal
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Tara Bohmbach, Member
Stephanie Hardersen, Member

3.C.c. Food Service Reports

3.C.d. Student Activity Reports

3.C.e. Open Enrollment & Tuition Agreement Reports

3.D. Administrator Reports

Mr. Walker extended congratulations to Mr. Johnsen, Mr. Horgeshimer and Mr. Cook on receiving regional coaches of the year.

4. Public Comment

President Schollmeyer opened the floor to public comment. No public comment.

5. Program: Strategic Plan

Superintendent Simmons and Business Manager Zastoupil presented information on recent activities surrounding the district's Strategic Plan. Focusing on the strategic priorities of finance, facilities and instruction, several subcommittees met over the past month to review and discuss.

Discussion held.

6. Unfinished Business

6.A. Superintendent Evaluation

I move to approve the Superintendent's Evaluation as completed. This motion, made by April Dutchuk and seconded by Tara Bohmbach, Carried.

Levi Bang: Yea, Tara Bohmbach: Yea, April Dutchuk: Yea, Stephanie Hardersen: Yea, Kelli Schollmeyer: Yea

Yea: 5, Nay: 0

Discussion held.

7. New Business

7.A. Consider Additional November Bills

I move to pay the additional November bills as presented. This motion, made by Stephanie Hardersen and seconded by April Dutchuk, Carried.

Levi Bang: Yea, Tara Bohmbach: Yea, April Dutchuk: Yea, Stephanie Hardersen: Yea, Kelli Schollmeyer: Yea

Yea: 5, Nay: 0

Discussion held.

7.B. Consider Re-affirming Policies

- HEAA - Line Item Transfer Authority
- HCAB - Bidding Requirements & Procedures
- HCAE - Disbursement of Monies
- HCBB - Sales Calls and Demonstrations

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- HEBA - System of Accounts
- HCBC - Fair Employment Clause in Contracts
- HDD - Gifts and Bequests
- HEAB - Incidental Revolving Accounts
- HEBB - Cash in School Buildings
- HEBC - Fraud Prevention and Investigation
- HEBD - Audits

I move to re-affirm board policies HEAA, HCAB, HCAE, HCBB, HEBA, HCBC, HDD, HEAB, HEBB, HEBC and HEBD as presented. This motion, made by Levi Bang and seconded by April Dutchuk, Carried.

Levi Bang: Yea, Tara Bohmbach: Yea, April Dutchuk: Yea, Stephanie Hardersen: Yea, Kelli Schollmeyer: Yea
Yea: 5, Nay: 0
Discussion held.

7.C. Consider Rescinding Policy HBCA Bond Campaigns

I move to rescind board policy HBCA Bond Campaigns. This motion, made by April Dutchuk and seconded by Tara Bohmbach, Carried.

Levi Bang: Yea, Tara Bohmbach: Yea, April Dutchuk: Yea, Stephanie Hardersen: Yea, Kelli Schollmeyer: Yea
Yea: 5, Nay: 0
Discussion held.

7.D. Consider Rescinding Policy IAD Disposal of School Real Estate

I move to rescind Policy IAD Disposal of School Real Estate. This motion, made by Tara Bohmbach and seconded by April Dutchuk, Carried.

Levi Bang: Yea, Tara Bohmbach: Yea, April Dutchuk: Yea, Stephanie Hardersen: Yea, Kelli Schollmeyer: Yea
Yea: 5, Nay: 0
Discussion held.

7.E. Consider Adopting Policy IAD Sale of District Real Property

I move to adopt Policy IAD Sale of District Real Property, as presented. (This is a first reading.). This motion, made by Levi Bang and seconded by April Dutchuk, Carried.

Levi Bang: Yea, Tara Bohmbach: Yea, April Dutchuk: Yea, Stephanie Hardersen: Yea, Kelli Schollmeyer: Yea
Yea: 5, Nay: 0
Discussion held. President Schollmeyer recommended the Governance Committee do a more in-depth review of this policy prior to the second reading.

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Tara Bohmbach, Member
Stephanie Hardersen, Member

8. Other

9. Announcements

President Schollmeyer announced that the agenda was recently shared on social media and that the board will continue doing so.

9.A. Next Regular Meeting: December 10, 2025 at 5:30 PM

10. Adjourn

The meeting adjourned at 6:18 pm.

Kelli Schollmeyer, President

Rhonda Zastoupil, Business Manager

B. Prepaid December Bills

Detail Check Register

Posted; Batch Description 4 Records Selected; Fund Number 01, 03

Checking Account: 1

Fund 01

Check Number:	Check Type:	Check Date:	Vendor:		Check Total:
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
200759	Check	11/19/2025	MORSJAS	JASON MORSETTE	1,000.00
20251119	11/19/2025	HS-02232	Native American Presentation by MHA Tour	01 000 000 000 2210 300	1,000.00
200760	Check	11/25/2025	ADVBUS	ADVANCED BUSINESS METHODS	2,650.75
AR1993086	11/25/2025	POELEM-04095	COPIER SPLIT	01 000 000 110 1000 610	212.06
AR1993086	11/25/2025	POELEM-04095	COPIER SPLIT	01 000 000 120 1000 611	1,219.35
AR1993086	11/25/2025	POELEM-04095	COPIER SPLIT	01 000 000 130 1000 611	397.61
AR1993086	11/25/2025	POELEM-04095	COPIER SPLIT	01 000 000 140 1000 611	821.73
200761	Check	11/25/2025	AIRGAS	AIRGAS USA, LLC	156.95
5520019677	11/25/2025	POELEM-04080	LARGE ARGON	01 000 000 310 1000 611	156.95
200762	Check	11/25/2025	AJOILFIELD	A&J OIL FIELD SOLUTIONS LLC	14,914.45
20251125	11/25/2025	POELEM-04060	SUPPLIES FOR BUSES 427,425,415,403,414,4	01 000 000 000 2700 611	81.50
20251125	11/25/2025	POELEM-04060	OIL FOR BUSES 427,425,403,404	01 000 000 000 2700 671	677.60
20251125	11/25/2025	POELEM-04060	REPAIRS ON BUSES 427,425,415,403,414,423	01 000 000 000 2700 673	7,474.09
414SVC	11/25/2025	POELEM-04097	SUPPLIES BUS 406	01 000 000 000 2700 611	5.50
414SVC	11/25/2025	POELEM-04097	OIL FOR BUS 406	01 000 000 000 2700 671	106.00
414SVC	11/25/2025	POELEM-04097	REPAIRS BUS 406	01 000 000 000 2700 673	378.29
KPS CONEX	11/25/2025	ELEM-03176	Conex to keep bus supplies at bus mechan	01 000 000 000 2700 730	6,191.47
200763	Check	11/25/2025	ALLELEVELS	ALL LEVELS CONSTRUCTION	2,896.00
324HOVEN	11/25/2025	POELEM-04061	REMOVING DECK, LAG RIM BOARD, REBUILD DE	03 000 000 000 4210 610	1,946.00
328HOVEN	11/25/2025	POELEM-04055	dry wall repair, treated mold, sealed wa	03 000 000 000 4210 610	950.00
200764	Check	11/25/2025	AMAZONCAP	AMAZON CAPITAL SERVICES	1,573.11
17LC-1NKK-7RGJ	11/25/2025	ELEM-03064	42 Pack Watercolor Paint Set for Kids, 1	01 000 000 120 1000 611	33.99
17LC-1NKK-7RGJ	11/25/2025	ELEM-03064	Crayola Oil Pastels Classpack (336ct), 1	01 000 000 120 1000 611	54.66
17LC-1NKK-7RGJ	11/25/2025	ELEM-03064	CAREGY 100 Pack Laminating Sheets, Hold	01 000 000 120 1000 611	43.98
17LC-1NKK-7RGJ	11/25/2025	ELEM-03064	40 Pieces Geometry Math Set Compass for	01 000 000 120 1000 611	17.13
17LC-1NKK-7RGJ	11/25/2025	ELEM-03064	80Pcs Party Favors for Kids 4-8, Kawaii	01 000 000 120 1000 611	34.18
17LC-1NKK-7RGJ	11/25/2025	ELEM-03064	36 Pcs Happy Birthday Slap Bracelets for	01 000 000 120 1000 611	29.16
17LC-1NKK-7RGJ	11/25/2025	ELEM-03064	6.7 * 9.8inch Happy Birthday Party Favor	01 000 000 120 1000 611	22.76
17LC-1NKK-7RGJ	11/25/2025	ELEM-03064	4000 PCS 3/4" Colored Dot Stickers Circl	01 000 000 120 1000 611	9.99
17LC-1NKK-7RGJ	11/25/2025	ELEM-03064	CAREGY Thermal Laminating Pouches,660 Pa	01 000 000 120 1000 611	73.98
17LC-1NKK-7RGJ	11/25/2025	ELEM-03064	32 Pcs Clear Plastic Ruler 12 Inch, Rule	01 000 000 120 1000 611	9.99
17LC-1NKK-7RGJ	11/25/2025	ELEM-03064	JUNEBRUSHS 64pcs Happy Birthday Rubber B	01 000 000 120 1000 611	19.78

Detail Check Register

Posted; Batch Description 4 Records Selected; Fund Number 01, 03

Checking Account:	1	Fund 01				
17LC-1NKK-7RGJ	11/25/2025	ELEM-03064	Fancy Land Happy Birthday Badge Stickers	01 000 000 120 1000 611		9.49
17LC-1NKK-7RGJ	11/25/2025	ELEM-03064	100 Pack Flexible Bendy Pencil,Stripe Ru	01 000 000 120 1000 611		25.98
17LC-1NKK-7RGJ	11/25/2025	ELEM-03064	6 Pack Extra Durable 3 Ring Binders 1 in	01 000 000 120 1000 611		21.98
17LC-1NKK-7RGJ	11/25/2025	ELEM-03064	DISCOUNTS	01 000 000 120 1000 611		(2.86)
17LC-1NKK-K4Y9	11/25/2025	ELEM-03113	DATE STAMP INK PAD REPLACEMENT	01 000 000 000 2500 690		13.98
1CP7-Q3PD-F6K9	11/25/2025	ELEM-03100	Ddaowanx Gel Pens, 6 Pcs 0.5mm Quick Dry	01 000 000 200 2835 610		8.54
1CP7-Q3PD-F6K9	11/25/2025	ELEM-03100	Bopika Orthodontic Wax for Braces Wax Do	01 000 000 200 2835 610		7.99
1CP7-Q3PD-F6K9	11/25/2025	ELEM-03100	Livesaver mints	01 000 000 200 2835 610		25.08
1CP7-Q3PD-F6K9	11/25/2025	ELEM-03100	Sterilite Narrow Shelf Bin with Handles	01 000 000 200 2835 610		33.99
1CP7-Q3PD-F6K9	11/25/2025	ELEM-03100	Amazon Basic Care Vitamin C Supplement D	01 000 000 200 2835 610		8.58
1CP7-Q3PD-F6K9	11/25/2025	ELEM-03100	LoraTap 656ft Wireless Wall-Switch: Remo	01 000 000 200 2835 610		34.19
1CP7-Q3PD-F6K9	11/25/2025	ELEM-03100	Ceiling Hooks Heavy duty Drop Ceiling Ho	01 000 000 200 2835 610		14.97
1CYX-VRP9-7TPF	11/25/2025	HS-02204	Upper Cabinet for the vault - gray	01 000 000 140 1000 611		160.20
1D6L-Y3QH-G443	11/25/2025	ELEM-03117	Pack and Play Fitted Sheets	01 000 000 890 3300 611		54.80
1D6L-Y3QH-G443	11/25/2025	ELEM-03117	Cot Sheets	01 000 000 890 3300 611		48.79
1D6L-Y3QH-G443	11/25/2025	ELEM-03117	DISCOUNT	01 000 000 890 3300 611		(2.74)
1G3T-66XT-7W6C	11/25/2025	ELEM-03105	OFFICE SUPPLIES SPLIT	01 000 000 110 1000 610		18.95
1G3T-66XT-7W6C	11/25/2025	ELEM-03105	OFFICE SUPPLIES SPLIT	01 000 000 120 1000 611		44.21
1HDX-Y1KJ-63GM	11/25/2025	HS-02202	Batman fleece	01 000 000 340 1000 611		108.00
1hqm-3vc9-99dq	11/25/2025	ELEM-03119	CLATINA Black Waiting Room Chair with Wh	01 000 000 000 2500 690		123.99
1K33-HQK7-DCNK	11/25/2025	HS-02160	OFFICE SUPPLIES SPLIT	01 000 000 130 1000 611		112.33
1K33-HQK7-DCNK	11/25/2025	HS-02160	OFFICE SUPPLIES SPLIT	01 000 000 140 1000 611		262.13
1R9F-6VTR-CHTK	11/25/2025	ELEM-03128	JUMBO SHARPIE MARKERS	01 000 000 120 1000 611		14.99
1WTR-QJ7K-6RKY	11/25/2025	HS-02227	2 Toner cartridges for cannon Printer in	01 000 000 255 1000 611		42.98
1WYK-PJVW-LPKH	11/25/2025	HS-02201	Etekcity Food Kitchen Scale, Digital Gra	01 000 000 340 1000 611		32.97
Check Number: 200765	Check Type: Check	Check Date: 11/25/2025	Vendor: BADLANDSE	BADLANDS ENVIRONMENTAL CONSULTANTS INC	Check Total:	300.00
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	
27154	11/25/2025	POELEM-04100	LIMITED ASBESTOS SURVEY	01 000 000 000 2600 435	300.00	
Check Number: 200766	Check Type: Check	Check Date: 11/25/2025	Vendor: BELLSHE	SHELLY BELL	Check Total:	50.00
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	
20251125	11/25/2025	POELEM-04072	CELL PHONE REIMBURSEMENT - DEC 2025	01 000 000 000 2600 531	50.00	
Check Number: 200767	Check Type: Check	Check Date: 11/25/2025	Vendor: BERGER	BERGER ELECTRIC, INC	Check Total:	4,737.80
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	
89890	11/25/2025	POELEM-04098	DISCONNECT AND RECONNECT COOLING TOWER	03 000 000 000 4220 435	4,737.80	
Check Number: 200768	Check Type: Check	Check Date: 11/25/2025	Vendor: BOBCATDIC	BOBCAT OF DICKINSON	Check Total:	56.74
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	
13233	11/25/2025	POELEM-04084	bristle on the bobcat	01 000 000 000 2600 611	56.74	

Detail Check Register

Posted; Batch Description 4 Records Selected; Fund Number 01, 03

Checking Account: 1

Fund 01

Check Number:	Check Type:	Check Date:	Vendor:		Check Total:
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
200769	Check	11/25/2025	BREWSTA	STACY BREW	50.00
20251125	11/25/2025	POELEM-04066	CELL PHONE REIMBURSEMENT - DEC 2025	01 000 000 000 2500 290	50.00
200770	Check	11/25/2025	CITYAIR	CITY AIR MECHANICAL, INC	1,153.31
50640	11/25/2025	POELEM-04088	HVAC REPAIR, GLYCOL LEAK	03 000 000 000 4220 435	1,153.31
200771	Check	11/25/2025	CITYOF	CITY OF KILLDEER	3,150.77
20251125	11/25/2025	POELEM-04056	WATER 101 HIGH ST NW	01 000 000 000 2600 411	244.69
20251125	11/25/2025	POELEM-04056	WATER PORTABLES	01 000 000 000 2600 411	72.84
20251125	11/25/2025	POELEM-04056	WATER GRADE SCHOOL	01 000 000 000 2600 411	559.28
20251125	11/25/2025	POELEM-04056	WATER GYM	01 000 000 000 2600 411	111.63
20251125	11/25/2025	POELEM-04056	WATER 1415 HIGH ST NW	01 000 000 000 2600 411	965.33
20251125	11/25/2025	POELEM-04056	GARBAGE PORTABLES	01 000 000 000 2600 421	57.00
20251125	11/25/2025	POELEM-04056	GARBAGE 101 HIGH ST NW	01 000 000 000 2600 421	1,140.00
200772	Check	11/25/2025	COLE	COLE PAPERS INC.	5,250.55
10647110	11/25/2025	POELEM-04075	DUST MOP, CAN LINERS, POLISH BUFFER PAD	01 000 000 000 2600 611	1,041.84
10647110	11/25/2025	POELEM-04075	PAPER TOWELS, BATH TISSUE, CAN LINERS, U	01 000 000 000 2600 611	4,208.71
200773	Check	11/25/2025	COLUMNSOFT	COLUMN SOFTWARE PBC	148.96
633CEF61-0050	11/25/2025	POELEM-04094	11.12.25 REGULAR MEETING MINUTES	01 000 000 000 2500 540	148.96
200774	Check	11/25/2025	COOKAND	ANDREW COOK	50.00
20251125	11/25/2025	POELEM-04064	CELL PHONE REIMBURSEMENT - DEC 2025	01 000 000 120 1000 290	50.00
200775	Check	11/25/2025	DAKOCOMM	DAKOTA COMMERCIAL RUGS	394.50
L16130	11/25/2025	POELEM-04082	BRUSHES, MATS, MOPS	01 000 000 000 2600 435	242.20
L16130	11/25/2025	POELEM-04082	BRUSHES, MATS, MOPS	01 000 000 000 2600 435	152.30
200776	Check	11/25/2025	DAKOPLAY	DAKOTA PLAYGROUND	1,199.00
304021	11/25/2025	ELEM-03080	drum Retro-kit Kettle w/metal skin quot	01 000 000 000 2600 450	1,199.00
200777	Check	11/25/2025	DIAZKER	KERRY DIAZ	50.00
20251125	11/25/2025	POELEM-04065	CELL PHONE REIMBURSEMENT - DEC 2025	01 000 000 000 2500 290	50.00
200778	Check	11/25/2025	DICKTRUCK	DICKINSON TRUCK EQUIPMENT	895.70

Detail Check Register

Posted; Batch Description 4 Records Selected; Fund Number 01, 03

Checking Account: 1

Fund 01

<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	
112590	11/25/2025	POELEM-04085	RH CUTTING EDGE, LH CUTTING EDGE, 8'2" B	01 000 000 000 2600 611	895.70	
Check Number: 200779	Check Type: Check	Check Date: 11/25/2025	Vendor: ECOLAB	ECOLAB PEST ELIMINATION DIVISI	Check Total:	354.05
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	
9580687	11/25/2025	POELEM-04087	PEST CONTROL	01 000 000 000 2600 435	174.05	
9580687	11/25/2025	POELEM-04087	PEST CONTROL	01 000 000 000 2600 435	180.00	
Check Number: 200780	Check Type: Check	Check Date: 11/25/2025	Vendor: GOOSENECK	GOOSENECK IMPLEMENT	Check Total:	793.99
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	
11403235	11/25/2025	POELEM-04099	FRONT MOWER BASIC SERVICE	01 000 000 000 2600 611	793.99	
Check Number: 200781	Check Type: Check	Check Date: 11/25/2025	Vendor: GRIFLAC	LACEY GRIFFITHS	Check Total:	50.00
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	
20251125	11/25/2025	POELEM-04070	CELL PHONE REIMBURSEMENT - DEC 2025	01 000 000 000 2500 290	50.00	
Check Number: 200782	Check Type: Check	Check Date: 11/25/2025	Vendor: HEALTHWELL	HEALTH & WELLNESS CHIROPRACTIC	Check Total:	100.00
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	
11112025	11/25/2025	POELEM-04090	DOT EXAM - JEFF SIMMONS	01 000 000 000 2700 390	100.00	
Check Number: 200783	Check Type: Check	Check Date: 11/25/2025	Vendor: JEPSJAN	JANELL JEPSON	Check Total:	50.00
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	
20251125	11/25/2025	POELEM-04067	CELL PHONE REIMBURSEMENT - DEC 2025	01 000 000 000 2500 290	50.00	
Check Number: 200784	Check Type: Check	Check Date: 11/25/2025	Vendor: KLYM	JESSICA KLYM	Check Total:	50.00
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	
20251125	11/25/2025	POELEM-04071	CELL PHONE REIMBURSEMENT - DEC 2025	01 000 000 000 2500 290	50.00	
Check Number: 200785	Check Type: Check	Check Date: 11/25/2025	Vendor: LINDEGAS	LINDE GAS & EQUIPMENT, INC	Check Total:	5,000.00
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	
53255571	11/25/2025	ELEM-03082	MIG WELDER MUTIMATIC 255 W/CT	01 000 000 310 1000 731	4,574.00	
53255571	11/25/2025	ELEM-03082	MIG GUN MDX-250 15' 030-035	01 000 000 310 1000 731	426.00	
Check Number: 200786	Check Type: Check	Check Date: 11/25/2025	Vendor: MARC	MID-AMERICAN RESEARCH CHEMICAL	Check Total:	632.65
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	
0864421-IN	11/25/2025	POELEM-04086	GLASS CLEANER, BACTERIZER QT	01 000 000 000 2600 611	632.65	
Check Number: 200787	Check Type: Check	Check Date: 11/25/2025	Vendor: MENARDSDIC	MENARDS DICKINSON	Check Total:	279.95
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	
72670	11/25/2025	POELEM-04092	THERMOSTATM FAN MOTOR	03 000 000 000 4210 610	93.97	
72670	11/25/2025	POELEM-04092	CREDIT ON FAN MOTOR	03 000 000 000 4210 610	(39.99)	
72952	11/25/2025	POELEM-04096	TEXTURED 2X4, HEFT HANDLE ATTACHMENT	01 000 000 000 2600 611	179.98	
72952	11/25/2025	POELEM-04096	HURON TALL EL	03 000 000 000 4210 610	104.99	
72952	11/25/2025	POELEM-04096	FAN MOTOR	03 000 000 000 4210 610	(59.00)	
Check Number: 200788	Check Type: Check	Check Date: 11/25/2025	Vendor: NDEQ	ND DEPT OF ENVIRONMENTAL QUALITY	Check Total:	735.00

Detail Check Register

Posted; Batch Description 4 Records Selected; Fund Number 01, 03

Checking Account: 1

Fund 01

<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
N40266	11/25/2025	POELEM-04091	THREE YEAR CERTIFICATE FEE FOR ELEM AND	01 000 000 000 2600 434	735.00
Check Number: 200789	Check Type: Check	Check Date: 11/25/2025	Vendor: NDSOS	ND SMALL ORGANIZED SCHOOLS	Check Total: 90.00
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
20251125	11/25/2025	POELEM-04083	ONLINE BUS DRIVERS TRAINING - MEGAN FAIR	01 000 000 000 2700 330	90.00
Check Number: 200790	Check Type: Check	Check Date: 11/25/2025	Vendor: PEARCE	PEARCE DURICK PLLC	Check Total: 2,351.25
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
20251125	11/25/2025	POELEM-04081	REGARDING POLICIES, PURCHASE AGREEMENT A	01 000 000 000 2500 330	2,351.25
Check Number: 200791	Check Type: Check	Check Date: 11/25/2025	Vendor: PRAIRIEAU	PRAIRIE AUTO PARTS	Check Total: 145.23
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
20251125	11/25/2025	POELEM-04093	ROT T6 5W40	01 000 000 000 2700 671	74.97
20251125	11/25/2025	POELEM-04093	SERPENTINE BELT	01 000 000 000 2700 673	48.62
20251125	11/25/2025	POELEM-04093	BELT TOOL SET	01 000 000 000 2700 673	(44.99)
20251125	11/25/2025	POELEM-04093	BELT TOOL SET	01 000 000 000 2700 673	44.99
20251125	11/25/2025	POELEM-04093	BEAM WIPER BLADES BUS 407	01 000 000 000 2700 673	21.64
Check Number: 200792	Check Type: Check	Check Date: 11/25/2025	Vendor: QUADIENT2	QUADIENT FINANCE USA, INC.	Check Total: 460.31
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
20251125	11/25/2025	POELEM-04089	POSTAGE	01 000 000 000 2500 431	460.31
Check Number: 200793	Check Type: Check	Check Date: 11/25/2025	Vendor: SANFORDH	SANFORD HEALTH OCCUPATIONAL MEDICINE	Check Total: 300.00
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
868897	11/25/2025	POELEM-04076	DOT EXAM - C. DAHLEN, B. NEUROHR, C. NIE	01 000 000 000 2700 390	300.00
Check Number: 200794	Check Type: Check	Check Date: 11/25/2025	Vendor: SIMMJEF	JEFF SIMMONS	Check Total: 50.00
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
20251125	11/25/2025	POELEM-04062	CELL PHONE REIMBURSEMENT - DEC 2025	01 000 000 000 2321 290	50.00
Check Number: 200795	Check Type: Check	Check Date: 11/25/2025	Vendor: SMART	SMART COMPUTERS	Check Total: 65.97
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
17-50618	11/25/2025	POELEM-04078	3FT USB CABLE, CHARGE SYNC USB 301 MOBLI	01 000 000 000 2225 490	65.97
Check Number: 200796	Check Type: Check	Check Date: 11/25/2025	Vendor: SYNNMAR	MARK SYNNES	Check Total: 50.00
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
20251125	11/25/2025	POELEM-04073	CELL PHONE REIMBURSEMENT - DEC 2025	01 000 000 000 2600 531	50.00
Check Number: 200797	Check Type: Check	Check Date: 11/25/2025	Vendor: TRANSFINDE	TRANSFINDER CORPORATION	Check Total: 15,408.00
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
62932	11/25/2025	ELEM-03085	Devices for buses	01 000 000 000 2700 730	15,408.00

Detail Check Register

Posted; Batch Description 4 Records Selected; Fund Number 01, 03

Checking Account: 1		Fund 01						
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>			
Check Number: 200798		Check Type: Check		Check Date: 11/25/2025 Vendor: TWOTREES		TWOTREES TECHNOLOGIES		Check Total: 5,415.83
57107	11/25/2025	POELEM-03936	MICROSOFT 365 A3 FAC SUBSCRIPT 25-26	01 000 000 110 1000 670	433.27			
57107	11/25/2025	POELEM-03936	MICROSOFT 365 A3 FAC SUBSCRIPT 25-26	01 000 000 120 1000 670	2,491.28			
57107	11/25/2025	POELEM-03936	MICROSOFT 365 A3 FAC SUBSCRIPT 25-26	01 000 000 130 1000 670	812.37			
57107	11/25/2025	POELEM-03936	MICROSOFT 365 A3 FAC SUBSCRIPT 25-26	01 000 000 140 1000 670	1,678.91			
Check Number: 200799		Check Type: Check		Check Date: 11/25/2025 Vendor: VERIZON		VERIZON BUSINESS		Check Total: 200.20
20251125	11/25/2025	POELEM-04079	TABLET BILL FOR OCT 2025	01 000 000 000 2700 530	200.20			
Check Number: 200800		Check Type: Check		Check Date: 11/25/2025 Vendor: WALKNICK		NICHOLAS WALKER		Check Total: 50.00
20251125	11/25/2025	POELEM-04074	CELL PHONE REIMBURSEMENT - DEC 2025	01 000 000 410 3400 890	25.00			
20251125	11/25/2025	POELEM-04074	CELL PHONE REIMBURSEMENT - DEC 2025	01 000 000 420 3400 890	25.00			
Check Number: 200801		Check Type: Check		Check Date: 11/25/2025 Vendor: WALLAJEN		JENNI WALLACE		Check Total: 50.00
20251125	11/25/2025	POELEM-04068	CELL PHONE REIMBURSEMENT - DEC 2025	01 000 000 000 2500 290	50.00			
Check Number: 200802		Check Type: Check		Check Date: 11/25/2025 Vendor: WILZBRA		BRADY WILZ		Check Total: 50.00
20251125	11/25/2025	POELEM-04063	CELL PHONE REIMBURSEMENT - DEC 2025	01 000 000 140 1000 290	50.00			
Check Number: 200803		Check Type: Check		Check Date: 11/25/2025 Vendor: ZASTRHO		RHONDA ZASTOUPIL		Check Total: 50.00
20251125	11/25/2025	POELEM-04069	CELL PHONE REIMBURSEMENT - DEC 2025	01 000 000 000 2500 290	50.00			
Check Number: 200804		Check Type: Check		Check Date: 11/25/2025 Vendor: VISA		VISA		Check Total: 3,801.11
20251125	11/25/2025	POELEM-04054	TRANSPORTATION GAS	01 000 000 000 2700 626	46.01			
20251125-0001	11/25/2025	POELEM-04101	FLIGHTS TO NASHVILLE FOR SUPERINTENDENT	01 000 000 000 2321 580	1,109.84			
20251125-0002	11/25/2025	POELEM-04053	GOOGLE YEARLY SUBSCRIPTION 2025	01 000 000 120 1000 670	12.00			
20251125-0003	11/25/2025	ELEM-02951	Software program to track student data a	01 000 000 255 1000 611	215.00			
20251125-0004	11/25/2025	POELEM-04102	CARLS PERKINS EQUIPMENT FOR BELFIELD	01 000 000 310 1000 731	139.98			
20251125-0010	11/25/2025	ELEM-03073	We Will Write premium subscription	01 000 000 120 1000 611	60.00			
20251125-0011	11/25/2025	HS-02158	Nutrient Agar, 100g	01 000 000 130 1000 611	34.68			
20251125-0011	11/25/2025	HS-02158	Blank Sterile Antibiotic Disks, Vial of	01 000 000 130 1000 611	29.10			
20251125-0011	11/25/2025	HS-02158	SHIPPING	01 000 000 130 1000 618	9.95			
20251125-0012	11/25/2025	HS-02166	#10 personalized Stamped Envelopes; Non-	01 000 000 000 2500 532	936.60			
20251125-0012	11/25/2025	HS-02166	#10 personalized Stamped Envelopes; Wind	01 000 000 000 2500 532	944.40			
20251125-0012	11/25/2025	HS-02166	shipping	01 000 000 000 2500 618	26.65			
20251125-0013	11/25/2025	ELEM-03075	Seal Kit for Scala2	01 000 000 000 2600 611	236.90			

Detail Check Register

Posted; Batch Description 4 Records Selected; Fund Number 01, 03

Checking Account: 1

Fund 01

Check Number: 200805

Check Type: Check

Check Date: 11/25/2025 Vendor: VISA

VISA

Check Total:

3,277.96

<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
20251125-0014	11/25/2025	POELEM-04052	ATHLETIC.NET FOR OCTOBER	01 000 000 420 3400 890	120.00
20251125-0015	11/25/2025	POELEM-04051	ADVISOR MARRIOTT STAY IN INDIANANPOLIS	01 000 000 310 1000 580	873.99
20251125-0016	11/25/2025	POELEM-04050	PAYPAL FRAUD CHARGE	01 000 000 000 2500 690	1.00
20251125-0016	11/25/2025	POELEM-04050	PAYPAL FRAUD CHARGES CHARGEBACK	01 000 000 000 2500 690	(17.17)
20251125-0016	11/25/2025	POELEM-04050	PAYPAL FRAUD CHARGE	01 000 000 000 2500 690	0.01
20251125-0018	11/25/2025	HS-02191	MUSIC SUPPLIES	01 000 000 140 1000 612	282.11
20251125-0023	11/25/2025	HS-02200	Black & White Polka Dot Double Knit Fabr	01 000 000 340 1000 611	47.94
20251125-0023	11/25/2025	HS-02200	Ribbed Knit Fabric - please get 3 yards	01 000 000 340 1000 611	104.85
20251125-0023	11/25/2025	HS-02200	Foil Spandex Knit Fabric	01 000 000 340 1000 611	47.97
20251125-0023	11/25/2025	HS-02200	Mermaid Scale Knit Fabric	01 000 000 340 1000 611	32.97
20251125-0023	11/25/2025	HS-02200	Double Knit Fabric - black	01 000 000 340 1000 611	41.94
20251125-0023	11/25/2025	HS-02200	shipping	01 000 000 340 1000 618	27.95
20251125-0026	11/25/2025	HS-02125	Spunbound Polypropylene Hairnets White (01 000 000 310 1000 611	15.24
20251125-0026	11/25/2025	HS-02125	shipping	01 000 000 310 1000 618	29.97
20251125-0028	11/25/2025	HS-02163	TAX THAT THEY WOULD NOT REMOVE	01 000 000 140 1000 612	52.92
20251125-0028	11/25/2025	HS-02163	WRS Student Workbooks 1-6B 4th Edition	01 000 000 255 1000 611	371.00
20251125-0028	11/25/2025	HS-02163	WADE Examiner's Recording Forms B, 4th E	01 000 000 255 1000 611	44.00
20251125-0028	11/25/2025	HS-02163	WRS Dictation Book (Steps 1-6), 4th Edit	01 000 000 255 1000 611	29.00
20251125-0028	11/25/2025	HS-02163	WRS Student Reader 1-6 Set, 4th Edition	01 000 000 255 1000 611	234.00
20251125-0028	11/25/2025	HS-02163	Wilson Fluency / Basic Kit	01 000 000 255 1000 611	231.00
20251125-0028	11/25/2025	HS-02163	WRS End-of-Step Assessment (Steps 1-6) S	01 000 000 255 1000 611	71.00
20251125-0028	11/25/2025	HS-02163	SHIPPING	01 000 000 255 1000 618	78.40
20251125-0029	11/25/2025	HS-02182	TransMath 3rd Edition Level 3 Algebra: E	01 000 000 255 1000 611	330.00
20251125-0029	11/25/2025	HS-02182	TransMath 3rd Edition Level 2 Making Sen	01 000 000 255 1000 611	132.00
20251125-0029	11/25/2025	HS-02182	shipping	01 000 000 255 1000 618	46.20
20251125-0030	11/25/2025	HS-02187	transition rating forms	01 000 000 255 1000 611	43.00
20251125-0030	11/25/2025	HS-02187	shipping	01 000 000 255 1000 618	6.67

*Denotes Expensed Invoice Item

Checking Account ID: 1

Total without Voids: 80,540.09

C. Business Manager Reports

a. Financial Reports

Balance Sheet - Combined

Period Ending: November 2025

Annual; Processing Month 11/2025; Fund Number 01, 02, 03, 04

	<u>01 GENERAL FUND</u>	<u>02 SPECIAL FUND</u>	<u>03 CAPITAL PROJECTS</u>	<u>04 DEBT SERVICE</u>	<u>Total</u>
Total Assets and Deferred Outflows of Resources					
Current Assets					
101 CASH IN BANK	3,008,156.97	478,526.17	1,173,252.47	1,011,938.58	5,671,874.19
102 FLEX ACCOUNT	11,874.11	0.00	0.00	0.00	11,874.11
110 DUE FROM OTHER FUNDS	954.97	0.00	0.00	0.00	954.97
111 INVESTMENTS	1,424,208.92	563,001.66	0.00	0.00	1,987,210.58
114 INTEREST REC ON INVESTMENTS	700.00	400.00	0.00	0.00	1,100.00
121 TAXES RECEIVABLE	105,980.65	0.00	18,339.52	39,677.00	163,997.17
141 INTERGOV ACCOUNTS RECEIVABLE	132,071.27	0.00	0.00	0.00	132,071.27
153 ACCOUNTS RECEIVABLE	(131,665.14)	0.00	0.00	0.00	(131,665.14)
181 PREPAID EXPENSE	55,829.15	0.00	0.00	0.00	55,829.15
Current Assets	4,608,110.90	1,041,927.83	1,191,591.99	1,051,615.58	7,893,246.30
Total Assets and Deferred Outflows of Resources	4,608,110.90	1,041,927.83	1,191,591.99	1,051,615.58	7,893,246.30
Total Liabilities, Deferred Inflows of Resources, and Fund Equity					
Current Liabilities					
402 DUE TO OTHER FUNDS	68.48	0.00	0.00	0.00	68.48
461 SALARIES-BENEFITS PAYABLE	53,932.08	0.00	0.00	0.00	53,932.08
462 PAYFLEX PAYABLE	3,760.00	0.00	0.00	0.00	3,760.00
472 FICA PAYABLE	3,796.60	0.00	0.00	0.00	3,796.60
473 RETIREMENT PAYABLE	105,876.44	0.00	0.00	0.00	105,876.44
474 INSURANCE PAYABLE	6,567.13	0.00	0.00	0.00	6,567.13
475 FIT PAYABLE	3,353.56	0.00	0.00	0.00	3,353.56
476 SIT PAYABLE	2,421.00	0.00	0.00	0.00	2,421.00
477 TSA PAYABLE	3,240.76	0.00	0.00	0.00	3,240.76
478 DUES PAYABLE	2,077.10	0.00	0.00	0.00	2,077.10
479 FLEX PAYABLE	12,610.14	0.00	0.00	0.00	12,610.14
481 DEFERRED REVENUES	92,451.31	0.00	15,987.80	34,182.92	142,622.03
Current Liabilities	290,154.60	0.00	15,987.80	34,182.92	340,325.32
Fund Balance					
770 UNRESERVED FUND BALANCE	4,317,956.30	1,041,927.83	1,175,604.19	1,017,432.66	7,552,920.98

Balance Sheet - Combined

Period Ending: November 2025

Annual; Processing Month 11/2025; Fund Number 01, 02, 03, 04

	<u>01 GENERAL FUND</u>	<u>02 SPECIAL FUND</u>	<u>03 CAPITAL PROJECTS</u>	<u>04 DEBT SERVICE</u>	<u>Total</u>
Fund Balance	4,317,956.30	1,041,927.83	1,175,604.19	1,017,432.66	7,552,920.98
Total Liabilities, Deferred Inflows of Resources, and Fund Equity	4,608,110.90	1,041,927.83	1,191,591.99	1,051,615.58	7,893,246.30

Regular; Processing Month 11/2025; Accounts to Include Accounts with Activity; Fund Number 01, 03, 04

Fund: 01 GENERAL FUND

<u>Account Number</u>	<u>Description</u>	<u>Revised Budget</u>	<u>During Month</u>	<u>To Date</u>	<u>% of Budget</u>	<u>Budget Balance</u>
01 000 1110	GENERAL-DISTRICT PROPERTY TAX	4,578,991.36	23,207.77	54,774.71	1.20	4,524,216.65
01 000 1220	TELECOMMUNICATIONS	12,500.00	0.00	0.00	0.00	12,500.00
01 000 1231	HOMESTEAD TAX CREDIT	2,000.00	0.00	0.00	0.00	2,000.00
01 000 1312	TUITION FROM ND DISTRICTS	275,000.00	0.00	3,787.19	1.38	271,212.81
01 000 1322	TUITION--SPECIAL ED	290,000.00	9,658.25	9,658.25	3.33	280,341.75
01 000 1510	INTEREST EARNED	200,000.00	9,238.76	75,068.51	37.53	124,931.49
01 000 1800	PRE SCHOOL	35,000.00	2,851.00	13,040.00	37.26	21,960.00
01 000 1801	DAYCARE	135,000.00	16,424.00	55,811.50	41.34	79,188.50
01 000 1950	OIL ROYALTY	100,000.00	7,040.88	45,655.04	45.66	54,344.96
01 000 1990	MISC INCOME	20,000.00	40.00	3,545.00	17.73	16,455.00
Subtotal: REVENUE FROM LOCAL SOURCES		5,648,491.36	68,460.66	261,340.20	4.63	5,387,151.16
01 000 2210	OIL & GAS PRODUCTION TAX	2,400,000.00	159,174.30	1,000,107.19	41.67	1,399,892.81
Subtotal: REVENUE FROM COUNTY SOURCES		2,400,000.00	159,174.30	1,000,107.19	41.67	1,399,892.81
01 000 3110	STATE AID	569,314.10	38,507.09	327,310.26	57.49	242,003.84
01 000 3130	TRANSPORTATION AID	258,416.73	20,673.34	175,723.38	68.00	82,693.35
01 000 3190	Other Unrestricted State Revenue	215,733.66	0.00	0.00	0.00	215,733.66
01 000 3310	CTE INSTRUCTIONAL AID	40,964.19	0.00	0.00	0.00	40,964.19
01 000 3340	CTE-CONSUMER & HOME MAKING	10,412.00	0.00	0.00	0.00	10,412.00
01 000 3910	OTHER STATE INCOME	0.00	1,000.00	1,000.00	0.00	(1,000.00)
Subtotal: REVENUE FROM STATE SOURCES		1,094,840.68	60,180.43	504,033.64	46.04	590,807.04
01 000 4210	TAYLOR GRAZING	1,300.00	0.00	0.00	0.00	1,300.00
01 000 4220	FLOOD CONTROL	400,000.00	28,024.73	250,996.22	62.75	149,003.78
01 000 4490	OTHER RESTRICTED FEDERAL AID	13,512.64	0.00	0.00	0.00	13,512.64
01 000 4510	TITLE I PROGRAM AID	262,461.00	25,878.21	44,510.64	16.96	217,950.36
01 000 4545	CARL PERKINS GRANT	38,549.00	0.00	0.00	0.00	38,549.00
01 200 4590	BEST IN CLASS GRANT	60,000.00	18,000.00	18,000.00	30.00	42,000.00
Subtotal: REVENUE FROM FEDERAL SOURCES		775,822.64	71,902.94	313,506.86	40.41	462,315.78
Fund Total:		9,919,154.68	359,718.33	2,078,987.89	20.96	7,840,166.79

Regular; Processing Month 11/2025; Accounts to Include Accounts with
Activity; Fund Number 01, 03, 04

Fund: 03 CAPITAL PROJECTS

<u>Account Number</u>	<u>Description</u>	<u>Revised Budget</u>	<u>During Month</u>	<u>To Date</u>	<u>% of Budget</u>	<u>Budget Balance</u>
03 000 1161	PROPERTY TAXES	768,350.94	3,871.99	9,179.94	1.19	759,171.00
03 000 1540	RENTAL INCOME SCHOOL HOUSING	91,800.00	8,550.00	35,350.00	38.51	56,450.00
Subtotal: REVENUE FROM LOCAL SOURCES		860,150.94	12,421.99	44,529.94	5.18	815,621.00
Fund Total:		860,150.94	12,421.99	44,529.94	5.18	815,621.00

Regular; Processing Month 11/2025; Accounts to Include Accounts with
 Activity; Fund Number 01, 03, 04

Fund: 04 DEBT SERVICE

<u>Account Number</u>	<u>Description</u>	<u>Revised Budget</u>	<u>During Month</u>	<u>To Date</u>	<u>% of Budget</u>	<u>Budget Balance</u>
04 000 1171	SINKING AND INTEREST #2	1,186,050.00	7,772.68	18,806.92	1.59	1,167,243.08
	Subtotal: REVENUE FROM LOCAL SOURCES	1,186,050.00	7,772.68	18,806.92	1.59	1,167,243.08
	Fund Total:	1,186,050.00	7,772.68	18,806.92	1.59	1,167,243.08

Revenue Summary Report

Processing Month: 11/2025

Regular; Processing Month 11/2025; Accounts to Include Accounts with
Activity; Fund Number 01, 03, 04

	<u>Revised Budget</u>	<u>During Month</u>	<u>To Date</u>	<u>% of Budget</u>	<u>Budget Balance</u>
Grand Total:	11,965,355.62	379,913.00	2,142,324.75	17.90	9,823,030.87

Account Number	Account Description	Budget	Expended During Month	Expenditures to Date	Balance at EOM
01	GENERAL FUND				
2210	CURRICULUM IMPROVEMENT				
01 000 000 000 2210 110	SALARIES	71,674.00	5,972.84	18,032.43	53,641.57
01 000 000 000 2210 210	HEALTH INSURANCE	9,321.24	776.78	2,330.34	6,990.90
01 000 000 000 2210 220	FICA	6,196.11	516.34	1,549.02	4,647.09
01 000 000 000 2210 230	TFFR	16,165.53	1,347.14	4,041.42	12,124.11
01 000 000 000 2210 300	PROFESSIONAL SERVICES	80,000.00	1,000.00	17,085.45	62,914.55
01 000 000 000 2210 430	CONTRACTS	2,000.00	0.00	2,000.00	0.00
01 000 000 000 2210 580	TRAVEL	12,000.00	0.00	0.00	12,000.00
01 000 000 000 2210 611	SUPPLIES	1,000.00	0.00	0.00	1,000.00
01 000 000 000 2210 730	EQUIPMENT	0.00	0.00	0.00	0.00
01 000 000 000 2210 890	OTHER	1,000.00	0.00	0.00	1,000.00
2210	CURRICULUM IMPROVEMENT	199,356.88	9,613.10	45,038.66	154,318.22
2213	WELLNESS				
01 000 000 000 2213 110	SALARIES	2,000.00	0.00	0.00	2,000.00
01 000 000 000 2213 220	FICA	153.00	0.00	0.00	153.00
01 000 000 000 2213 230	TFFR	451.09	0.00	0.00	451.09
01 000 000 000 2213 290	OTHER EMPLOYEE BENEFITS	1,500.00	0.00	0.00	1,500.00
01 000 000 000 2213 580	TRAVEL	3,500.00	0.00	0.00	3,500.00
01 000 000 000 2213 611	SUPPLIES	250.00	0.00	0.00	250.00
01 000 000 000 2213 810	DUES & FEES	2,500.00	0.00	0.00	2,500.00
2213	WELLNESS	10,354.09	0.00	0.00	10,354.09
2222	LIBRARY				
01 000 000 000 2222 110	SALARIES	58,000.00	4,833.34	14,500.02	43,499.98
01 000 000 000 2222 130	SUBS/AIDES	5,000.00	0.00	0.00	5,000.00
01 000 000 000 2222 210	HEALTH INSURANCE	9,321.24	776.78	2,330.34	6,990.90
01 000 000 000 2222 220	FICA	5,150.07	358.62	1,075.86	4,074.21
01 000 000 000 2222 230	TFFR	13,081.52	1,090.14	3,270.42	9,811.10
01 000 000 000 2222 430	CONTRACTS	2,500.00	0.00	2,738.37	(238.37)
01 000 000 000 2222 580	TRAVEL	100.00	0.00	0.00	100.00
01 000 000 000 2222 611	SUPPLIES	3,500.00	0.00	1,183.28	2,316.72
01 000 000 000 2222 618	FREIGHT	250.00	0.00	323.53	(73.53)
01 000 000 000 2222 641	BOOKS-H.S.	0.00	0.00	0.00	0.00
01 000 000 000 2222 642	BOOKS-ELEM	2,500.00	0.00	1,288.40	1,211.60
01 000 000 000 2222 650	PERIODICALS	200.00	0.00	0.00	200.00
01 000 000 000 2222 670	SOFTWARE	500.00	0.00	500.00	0.00
01 000 000 000 2222 730	EQUIPMENT	1,000.00	0.00	0.00	1,000.00
2222	LIBRARY	101,102.83	7,058.88	27,210.22	73,892.61
2225	COMPUTER-ASSISTED INSTRUCTION				
01 000 000 000 2225 490	TECHNOLOGY SERVICES	109,928.00	7,409.97	35,904.59	74,023.41
2225	COMPUTER-ASSISTED INSTRUCTION	109,928.00	7,409.97	35,904.59	74,023.41
2310	BOARD OF EDUCATION				
01 000 000 000 2310 110	SALARIES-EARLY RETIREMENT	0.00	0.00	0.00	0.00
01 000 000 000 2310 120	SALARIES--BUSINESS MANAGER	0.00	0.00	0.00	0.00
01 000 000 000 2310 210	HEALTH INSURANCE	0.00	0.00	0.00	0.00
01 000 000 000 2310 220	FICA	2,677.50	0.00	870.06	1,807.44
01 000 000 000 2310 221	ND OASIS	0.00	0.00	0.00	0.00
01 000 000 000 2310 230	TFFR & PERS	0.00	0.00	0.00	0.00
01 000 000 000 2310 250	UNEMPLOYMENT COMPENSATION	1,500.00	0.00	0.00	1,500.00
01 000 000 000 2310 260	WORKMEN'S COMPENSATION	20,000.00	0.00	14,808.70	5,191.30
01 000 000 000 2310 290	OTHER EMPLOYEE BENEFITS	35,000.00	883.49	13,882.56	21,117.44
01 000 000 000 2310 300	PURCHASED SERVICES	5,000.00	1,500.00	2,540.00	2,460.00
01 000 000 000 2310 310	BOARD SALARY	35,000.00	0.00	175.00	34,825.00
01 000 000 000 2310 580	TRAVEL	5,000.00	0.00	132.00	4,868.00
01 000 000 000 2310 610	SUPPLIES	0.00	0.00	0.00	0.00
01 000 000 000 2310 650	PERIODICALS	0.00	0.00	0.00	0.00
01 000 000 000 2310 730	EQUIPMENT	2,400.00	0.00	0.00	2,400.00
01 000 000 000 2310 810	DUES & FEES	26,000.00	0.00	29,957.00	(3,957.00)
01 000 000 000 2310 890	CONSOLIDATION	0.00	0.00	0.00	0.00
2310	BOARD OF EDUCATION	132,577.50	2,383.49	62,365.32	70,212.18
2321	SUPERINTENDENT'S OFFICE				
01 000 000 000 2321 110	SALARIES-SUPERINTENDENT	156,588.20	12,045.26	60,226.30	96,361.90
01 000 000 000 2321 120	SALARIES-SECRETARY	0.00	0.00	0.00	0.00
01 000 000 000 2321 210	HEALTH INSURANCE	22,533.12	1,877.76	9,388.80	13,144.32
01 000 000 000 2321 220	FICA	11,979.00	899.88	4,513.52	7,465.48
01 000 000 000 2321 230	TFFR	32,600.73	2,716.74	13,583.70	19,017.03
01 000 000 000 2321 290	OTHER EMPLOYEE BENEFITS	7,000.00	383.34	1,966.70	5,033.30
01 000 000 000 2321 580	TRAVEL	6,000.00	1,395.74	1,736.74	4,263.26
01 000 000 000 2321 670	SOFTWARE	0.00	0.00	0.00	0.00

Account Number	Account Description	Budget	Expended During Month	Expenditures to Date	Balance at EOM
01 000 000 000 2321 730	EQUIPMENT	2,500.00	0.00	0.00	2,500.00
01 000 000 000 2321 810	DUES & FEES	3,000.00	0.00	2,485.00	515.00
2321 SUPERINTENDENT'S OFFICE		242,201.05	19,318.72	93,900.76	148,300.29
2500 BUSINESS OFFICE					
01 000 000 000 2500 120	Salaries	203,134.65	16,958.26	89,545.80	113,588.85
01 000 000 000 2500 210	HEALTH INSURANCE	41,175.60	3,431.32	17,700.33	23,475.27
01 000 000 000 2500 220	FICA	16,965.95	1,398.94	7,403.21	9,562.74
01 000 000 000 2500 230	PERS	30,753.29	2,552.43	13,551.03	17,202.26
01 000 000 000 2500 290	OTHER EMPLOYEE BENEFITS	5,000.00	350.00	1,917.81	3,082.19
01 000 000 000 2500 330	PROFESSIONAL SERVICES	50,000.00	2,511.25	3,698.75	46,301.25
01 000 000 000 2500 430	CONTRACTS	3,500.00	182.40	1,065.08	2,434.92
01 000 000 000 2500 431	POSTAGE METER	5,500.00	460.31	1,860.68	3,639.32
01 000 000 000 2500 521	PROPERTY INSURANCE	80,000.00	0.00	78,379.00	1,621.00
01 000 000 000 2500 522	LIABILITY INSURANCE	5,500.00	0.00	5,362.00	138.00
01 000 000 000 2500 532	POSTAGE	5,000.00	1,873.30	2,268.30	2,731.70
01 000 000 000 2500 540	LEGALS-ADS	7,000.00	262.96	2,868.41	4,131.59
01 000 000 000 2500 550	PRINTING & BINDING	500.00	0.00	0.00	500.00
01 000 000 000 2500 580	TRAVEL	2,500.00	0.00	430.40	2,069.60
01 000 000 000 2500 618	FREIGHT	200.00	26.65	46.59	153.41
01 000 000 000 2500 619	SUPPLIES TO BE DIST.	200.00	0.00	0.00	200.00
01 000 000 000 2500 670	SOFTWARE	15,000.00	0.00	0.00	15,000.00
01 000 000 000 2500 690	MISC SUPPLIES	7,000.00	284.86	1,763.46	5,236.54
01 000 000 000 2500 730	EQUIPMENT	0.00	0.00	0.00	0.00
01 000 000 000 2500 810	DUES & FEES	10,000.00	379.18	2,230.63	7,769.37
01 000 000 000 2500 830	INTEREST	0.00	0.00	0.00	0.00
2500 BUSINESS OFFICE		488,929.49	30,671.86	230,091.48	258,838.01
2600 M & O OF PLANT					
01 000 000 000 2600 120	SALARIES	318,383.11	25,151.01	130,770.47	187,612.64
01 000 000 000 2600 121	PART TIME SALARY	40,096.69	0.00	20,455.67	19,641.02
01 000 000 000 2600 210	HEALTH INSURANCE	55,927.44	3,883.90	23,718.38	32,209.06
01 000 000 000 2600 220	FICA	24,583.03	2,058.10	11,982.11	12,600.92
01 000 000 000 2600 230	PERS	52,351.81	3,172.49	19,284.93	33,066.88
01 000 000 000 2600 411	WATER/SEWER	32,000.00	1,953.77	23,356.45	8,643.55
01 000 000 000 2600 421	GARBAGE	20,000.00	1,197.00	6,061.00	13,939.00
01 000 000 000 2600 431	FIRE EXTINGUISHERS	5,000.00	0.00	1,775.00	3,225.00
01 000 000 000 2600 432	PEST CONTROL	1,500.00	0.00	0.00	1,500.00
01 000 000 000 2600 433	CLOCK SYSTEM	4,000.00	0.00	0.00	4,000.00
01 000 000 000 2600 434	HEATING SYSTEM	25,000.00	735.00	735.00	24,265.00
01 000 000 000 2600 435	OTHER CONTRACTS	17,000.00	1,998.95	6,558.06	10,441.94
01 000 000 000 2600 441	RENTALS	0.00	0.00	0.00	0.00
01 000 000 000 2600 450	CONSTRUCTION SERVICES	100,000.00	1,199.00	47,416.63	52,583.37
01 000 000 000 2600 531	TELEPHONE	24,000.00	1,896.68	10,557.91	13,442.09
01 000 000 000 2600 611	SUPPLIES	125,000.00	11,275.33	60,795.16	64,204.84
01 000 000 000 2600 618	FREIGHT	4,000.00	0.00	337.83	3,662.17
01 000 000 000 2600 621	ELECTRICITY	225,000.00	17,903.64	99,040.89	125,959.11
01 000 000 000 2600 622	NATURAL GAS	75,000.00	3,271.77	18,334.72	56,665.28
01 000 000 000 2600 626	GAS-MAINTENANCE	3,000.00	364.61	1,818.55	1,181.45
01 000 000 000 2600 627	DIESEL	2,500.00	0.00	645.55	1,854.45
01 000 000 000 2600 730	EQUIPMENT	51,000.00	7,000.00	57,903.69	(6,903.69)
2600 M & O OF PLANT		1,205,342.08	83,061.25	541,548.00	663,794.08
2700 TRANSPORTATION					
01 000 000 000 2700 110	SALARIES--TRANSPORTATION DIR	9,889.43	2,152.12	4,926.52	4,962.91
01 000 000 000 2700 120	SALARIES-BUS MECHANIC	0.00	0.00	0.00	0.00
01 000 000 000 2700 121	PART TIME SALARY-BUS DRIVER	262,571.79	27,924.83	81,063.44	181,508.35
01 000 000 000 2700 122	SUB SALARY	5,000.00	661.50	1,968.75	3,031.25
01 000 000 000 2700 210	HEALTH INSURANCE	0.00	0.00	0.00	0.00
01 000 000 000 2700 220	FICA	21,225.78	2,433.65	6,841.04	14,384.74
01 000 000 000 2700 230	PERS	14,900.60	1,859.72	5,390.53	9,510.07
01 000 000 000 2700 290	OTHER EMPLOYEE BENEFITS	1,000.00	0.00	100.00	900.00
01 000 000 000 2700 330	OTHER PROFESSIONAL SERVICES	5,500.00	2,030.00	4,875.00	625.00
01 000 000 000 2700 390	PHYSICALS	4,000.00	400.00	1,400.00	2,600.00
01 000 000 000 2700 431	TWO WAY RADIO	0.00	0.00	0.00	0.00
01 000 000 000 2700 432	FIRE EXTING. SERVICE	1,000.00	0.00	0.00	1,000.00
01 000 000 000 2700 519	TRANSPORTATION-FAMILY TYPE	18,000.00	0.00	0.00	18,000.00
01 000 000 000 2700 520	INSURANCE	20,000.00	(1,037.00)	17,264.00	2,736.00
01 000 000 000 2700 530	COMMUNICATIONS	3,000.00	200.20	787.90	2,212.10
01 000 000 000 2700 580	TRAVEL	2,000.00	0.00	109.55	1,890.45
01 000 000 000 2700 611	SUPPLIES	4,000.00	376.72	1,303.97	2,696.03
01 000 000 000 2700 626	GASOLINE	10,000.00	211.79	2,286.18	7,713.82
01 000 000 000 2700 627	DIESEL	100,000.00	10,435.58	26,132.46	73,867.54

Account Number	Account Description	Budget	Expended During Month	Expenditures to Date	Balance at EOM
01 000 000 000 2700 670	SOFTWARE	14,390.00	0.00	14,390.00	0.00
01 000 000 000 2700 671	OIL AND GREASE	7,000.00	1,393.79	3,318.72	3,681.28
01 000 000 000 2700 672	TIRES AND TUBES	10,000.00	1,458.57	2,247.55	7,752.45
01 000 000 000 2700 673	REPAIRS	200,000.00	22,944.67	114,437.26	85,562.74
01 000 000 000 2700 730	EQUIPMENT	15,328.00	21,599.47	21,599.47	(6,271.47)
01 000 000 000 2700 732	VEHICLE REPLACEMENT	346,650.00	0.00	69,330.00	277,320.00
2700	TRANSPORTATION	1,075,455.60	95,045.61	379,772.34	695,683.26
6300	TRANSFERS TO OTHER FUNDS				
01 000 000 000 6300 920	TRANSFER OF FUNDS	0.00	0.00	0.00	0.00
6300	TRANSFERS TO OTHER FUNDS	0.00	0.00	0.00	0.00
6320	TRANSFER TO SPECIAL RESERVE				
01 000 000 000 6320 920	TRANSFER OF FUNDS TO SPECIAL RESERVE	0.00	0.00	0.00	0.00
6320	TRANSFER TO SPECIAL RESERVE	0.00	0.00	0.00	0.00
6330	TRANSFER TO CAPITAL PROJECTS				
01 000 000 000 6330 920	TRANSFER OF FUNDS TO CAPITAL PROJECTS	0.00	0.00	0.00	0.00
6330	TRANSFER TO CAPITAL PROJECTS	0.00	0.00	0.00	0.00
6350	TRANSFER TO FOOD SERVICE				
01 000 000 000 6350 920	TRANSFER OF FUNDS TO FOOD SERVICE	250,000.00	0.00	250,000.00	0.00
6350	TRANSFER TO FOOD SERVICE	250,000.00	0.00	250,000.00	0.00
6360	TRANSFER TO STUDENT ACTIVITY				
01 000 000 000 6360 920	TRANSFER OF FUNDS STUDENT ACTIVITY	50,000.00	0.00	0.00	50,000.00
6360	TRANSFER TO STUDENT ACTIVITY	50,000.00	0.00	0.00	50,000.00
000	UNDISTRIBUTED EXPENDITURES	3,865,247.52	254,562.88	1,665,831.37	2,199,416.15
1000	INSTRUCTION				
01 000 000 110 1000 110	SALARIES	185,710.00	15,475.82	46,427.46	139,282.54
01 000 000 110 1000 130	SUBS/AIDES	7,425.00	82.50	283.50	7,141.50
01 000 000 110 1000 210	HEALTH INSURANCE	34,641.00	2,886.78	8,660.34	25,980.66
01 000 000 110 1000 220	FICA	14,919.89	1,189.22	3,570.41	11,349.48
01 000 000 110 1000 230	TFFR	41,885.68	3,503.89	10,515.88	31,369.80
01 000 000 110 1000 290	OTHER EMPLOYEE BENEFITS	0.00	0.00	0.00	0.00
01 000 000 110 1000 430	CONTRACTS	2,500.00	0.00	580.00	1,920.00
01 000 000 110 1000 610	SUPPLIES	17,500.00	792.27	11,150.23	6,349.77
01 000 000 110 1000 618	FREIGHT	500.00	0.00	850.87	(350.87)
01 000 000 110 1000 640	BOOKS	22,000.00	0.00	2,962.81	19,037.19
01 000 000 110 1000 670	SOFTWARE	2,500.00	433.27	2,016.65	483.35
01 000 000 110 1000 730	EQUIPMENT	0.00	0.00	0.00	0.00
01 000 000 110 1000 810	DUES & FEES	500.00	0.00	451.88	48.12
1000	INSTRUCTION	330,081.57	24,363.75	87,470.03	242,611.54
110	KINDERGARTEN	330,081.57	24,363.75	87,470.03	242,611.54
1000	INSTRUCTION				
01 000 000 120 1000 110	SALARIES	1,280,170.65	102,122.70	311,166.77	969,003.88
01 000 000 120 1000 130	SUBS/AIDES	193,882.80	17,851.08	63,065.56	130,817.24
01 000 000 120 1000 210	HEALTH INSURANCE	246,995.21	21,217.79	64,456.03	182,539.18
01 000 000 120 1000 220	FICA	105,919.49	9,484.47	23,845.79	82,073.70
01 000 000 120 1000 230	TFFR	288,106.60	24,558.73	76,342.73	211,763.87
01 000 000 120 1000 290	OTHER EMPLOYEE BENEFITS	600.00	50.00	300.00	300.00
01 000 000 120 1000 430	CONTRACTS	37,551.00	0.00	3,335.00	34,216.00
01 000 000 120 1000 560	TUITION TO LEA'S IN STATE	12,000.00	597.48	597.48	11,402.52
01 000 000 120 1000 580	TRAVEL	4,000.00	0.00	486.20	3,513.80
01 000 000 120 1000 611	SUPPLIES	110,000.00	3,962.19	72,869.60	37,130.40
01 000 000 120 1000 612	MUSIC SUPPLIES	2,500.00	0.00	631.21	1,868.79
01 000 000 120 1000 618	FREIGHT	1,200.00	0.00	979.01	220.99
01 000 000 120 1000 640	BOOKS	149,000.00	0.00	7,903.22	141,096.78
01 000 000 120 1000 670	SOFTWARE	15,000.00	2,503.28	10,502.65	4,497.35
01 000 000 120 1000 730	EQUIPMENT	63,500.00	0.00	25,284.75	38,215.25
01 000 000 120 1000 810	DUES & FEES	3,000.00	0.00	2,688.94	311.06
1000	INSTRUCTION	2,513,425.75	182,347.72	664,454.94	1,848,970.81
2410	OFFICE OF PRINCIPAL SERVICES				
01 000 000 120 2410 110	SALARIES	96,105.61	8,008.80	24,026.40	72,079.21
01 000 000 120 2410 120	SALARIES-SECRETARY	76,902.59	6,772.45	30,533.11	46,369.48
01 000 000 120 2410 210	HEALTH INSURANCE	41,175.60	4,941.90	15,473.02	25,702.58
01 000 000 120 2410 220	FICA	14,661.31	1,229.39	4,528.51	10,132.80
01 000 000 120 2410 230	TFFR	48,890.62	2,871.18	9,985.12	38,905.50
01 000 000 120 2410 430	CONTRACTS	250.00	0.00	0.00	250.00

Account Number	Account Description	Budget	Expended During Month	Expenditures to Date	Balance at EOM
01 000 000 120 2410 580	TRAVEL	1,000.00	0.00	0.00	1,000.00
01 000 000 120 2410 611	SUPPLIES	500.00	0.00	0.00	500.00
01 000 000 120 2410 618	FREIGHT	100.00	0.00	0.00	100.00
01 000 000 120 2410 670	SOFTWARE	100.00	0.00	0.00	100.00
01 000 000 120 2410 730	EQUIPMENT	0.00	0.00	0.00	0.00
01 000 000 120 2410 810	DUES & FEES	1,500.00	0.00	924.00	576.00
2410	OFFICE OF PRINCIPAL SERVICES	281,185.73	23,823.72	85,470.16	195,715.57
120	ELEMENTARY	2,794,611.48	206,171.44	749,925.10	2,044,686.38
1000	INSTRUCTION				
01 000 000 130 1000 110	SALARIES	441,155.10	21,176.30	63,528.90	377,626.20
01 000 000 130 1000 130	SUBS/AIDES	74,250.00	9,849.48	46,415.24	27,834.76
01 000 000 130 1000 210	HEALTH INSURANCE	93,210.73	4,520.34	13,250.30	79,960.43
01 000 000 130 1000 220	FICA	42,566.02	2,370.92	8,379.28	34,186.74
01 000 000 130 1000 230	TFFR	91,969.10	4,936.14	15,128.50	76,840.60
01 000 000 130 1000 290	OTHER EMPLOYEE BENEFITS	4,772.61	203.90	611.70	4,160.91
01 000 000 130 1000 430	CONTRACTS	5,000.00	0.00	1,087.50	3,912.50
01 000 000 130 1000 580	TRAVEL	750.00	0.00	0.00	750.00
01 000 000 130 1000 611	SUPPLIES	16,000.00	1,110.93	13,748.33	2,251.67
01 000 000 130 1000 618	FREIGHT	1,000.00	9.95	292.86	707.14
01 000 000 130 1000 640	BOOKS	6,000.00	0.00	6,112.53	(112.53)
01 000 000 130 1000 670	SOFTWARE	4,000.00	812.37	4,182.57	(182.57)
01 000 000 130 1000 730	EQUIPMENT	2,400.00	0.00	0.00	2,400.00
01 000 000 130 1000 810	DUES & FEES	1,200.00	0.00	1,097.28	102.72
1000	INSTRUCTION	784,273.56	44,990.33	173,834.99	610,438.57
130	MIDDLE/JUNIOR HIGH	784,273.56	44,990.33	173,834.99	610,438.57
1000	INSTRUCTION				
01 000 000 140 1000 110	SALARIES	784,042.50	56,959.38	170,878.14	613,164.36
01 000 000 140 1000 130	SUBS/AIDES	151,500.00	13,088.84	36,495.96	115,004.04
01 000 000 140 1000 210	HEALTH INSURANCE	164,808.31	11,272.88	33,197.24	131,611.07
01 000 000 140 1000 220	FICA	73,993.46	5,287.89	9,956.97	64,036.49
01 000 000 140 1000 230	TFFR	175,580.58	14,329.34	42,359.08	133,221.50
01 000 000 140 1000 290	OTHER EMPLOYEE BENEFITS	4,772.61	253.90	911.70	3,860.91
01 000 000 140 1000 430	CONTRACTS	10,000.00	0.00	2,247.50	7,752.50
01 000 000 140 1000 442	RENTAL-DRIVERS ED	3,000.00	0.00	0.00	3,000.00
01 000 000 140 1000 520	DRIVER'S ED INSURANCE	200.00	0.00	0.00	200.00
01 000 000 140 1000 561	TUITION TO LEA'S IN STATE	75,000.00	20.00	14,957.86	60,042.14
01 000 000 140 1000 580	TRAVEL	2,000.00	0.00	1,297.11	702.89
01 000 000 140 1000 611	SUPPLIES	45,000.00	2,640.17	33,047.55	11,952.45
01 000 000 140 1000 612	MUSIC SUPPLIES	5,000.00	335.03	1,096.99	3,903.01
01 000 000 140 1000 614	ART SUPPLIES	0.00	0.00	0.00	0.00
01 000 000 140 1000 618	FREIGHT	1,000.00	0.00	242.84	757.16
01 000 000 140 1000 626	MISC DRIVERS ED SUPPLIES	2,000.00	0.00	1,100.15	899.85
01 000 000 140 1000 640	BOOKS	10,000.00	0.00	10,344.04	(344.04)
01 000 000 140 1000 670	SOFTWARE	20,000.00	1,678.91	12,371.22	7,628.78
01 000 000 140 1000 730	EQUIPMENT	35,000.00	0.00	33,744.75	1,255.25
01 000 000 140 1000 731	CARL PERKINS EQUIPMENT	0.00	0.00	0.00	0.00
01 000 000 140 1000 733	RACTC EQUIPMENT	0.00	0.00	0.00	0.00
01 000 000 140 1000 810	DUES & FEES	2,000.00	0.00	1,751.03	248.97
1000	INSTRUCTION	1,564,897.46	105,866.34	406,000.13	1,158,897.33
2410	OFFICE OF PRINCIPAL SERVICES				
01 000 000 140 2410 110	SALARIES	82,950.00	6,912.50	20,737.50	62,212.50
01 000 000 140 2410 120	SALARIES-SECRETARY	58,344.03	5,464.46	23,897.11	34,446.92
01 000 000 140 2410 210	HEALTH INSURANCE	37,447.10	3,629.52	11,147.49	26,299.61
01 000 000 140 2410 220	FICA	11,949.91	1,040.68	3,715.88	8,234.03
01 000 000 140 2410 230	TFFR/PERS	30,928.30	2,430.84	8,351.56	22,576.74
01 000 000 140 2410 430	CONTRACTS	1,000.00	0.00	533.00	467.00
01 000 000 140 2410 580	TRAVEL	1,500.00	0.00	0.00	1,500.00
01 000 000 140 2410 611	SUPPLIES	1,000.00	0.00	60.64	939.36
01 000 000 140 2410 618	FREIGHT	100.00	0.00	7.25	92.75
01 000 000 140 2410 670	SOFTWARE	0.00	0.00	0.00	0.00
01 000 000 140 2410 730	EQUIPMENT	0.00	0.00	0.00	0.00
01 000 000 140 2410 810	DUES & FEES	5,000.00	0.00	3,884.00	1,116.00
2410	OFFICE OF PRINCIPAL SERVICES	230,219.34	19,478.00	72,334.43	157,884.91
140	HIGH SCHOOL	1,795,116.80	125,344.34	478,334.56	1,316,782.24
2835	HEALTH SERVICES				
01 000 000 200 2835 120	NON-CERTIFIED SALARY	38,707.20	3,225.60	14,976.24	23,730.96
01 000 000 200 2835 210	HEALTH INSURANCE	9,321.24	1,035.70	2,589.25	6,731.99
01 000 000 200 2835 220	FICA	3,674.18	325.98	1,347.02	2,327.16

Account Number	Account Description	Budget	Expended During Month	Expenditures to Date	Balance at EOM
01 000 000 200 2835 230	TFFR	6,293.79	524.50	2,442.13	3,851.66
01 000 000 200 2835 610	SUPPLIES	3,000.00	133.34	1,291.64	1,708.36
01 000 000 200 2835 810	DUES & FEES	3,000.00	900.00	4,189.00	(1,189.00)
2835 HEALTH SERVICES		63,996.41	6,145.12	26,835.28	37,161.13
2900 OTHER SUPPORT SERVICES					
01 000 000 200 2900 110	SALARIES	0.00	0.00	0.00	0.00
01 000 000 200 2900 220	FICA	0.00	0.00	0.00	0.00
01 000 000 200 2900 230	TFFR	0.00	0.00	0.00	0.00
01 000 000 200 2900 320	SUPPORT SERVICES	28,500.00	0.00	14,131.00	14,369.00
01 000 000 200 2900 594	FOSTER CARE	0.00	0.00	0.00	0.00
2900 OTHER SUPPORT SERVICES		28,500.00	0.00	14,131.00	14,369.00
200 SPECIAL PROGRAMS		92,496.41	6,145.12	40,966.28	51,530.13
1000 INSTRUCTION					
01 000 000 205 1000 110	SALARIES - SPEC ED	0.00	0.00	0.00	0.00
01 000 000 205 1000 130	SUBS/AIDES-SPECIAL ED	23,434.95	1,140.23	3,597.03	19,837.92
01 000 000 205 1000 210	HEALTH INSURANCE	9,321.24	517.85	1,294.62	8,026.62
01 000 000 205 1000 220	FICA	2,505.85	126.83	374.17	2,131.68
01 000 000 205 1000 230	PERS	3,810.52	269.60	795.34	3,015.18
1000 INSTRUCTION		39,072.56	2,054.51	6,061.16	33,011.40
205 PRESCHOOL SPECIAL EDUCATION		39,072.56	2,054.51	6,061.16	33,011.40
1000 INSTRUCTION					
01 000 000 255 1000 110	SALARIES	231,315.00	15,122.08	45,366.24	185,948.76
01 000 000 255 1000 130	SUBS/AIDES	400,701.78	47,362.23	147,345.35	253,356.43
01 000 000 255 1000 210	HEALTH INSURANCE	193,102.08	23,989.19	62,274.02	130,828.06
01 000 000 255 1000 220	FICA	58,586.41	5,978.68	17,666.20	40,920.21
01 000 000 255 1000 230	TFFR	112,236.75	10,192.28	31,967.74	80,269.01
01 000 000 255 1000 290	OTHER EMPLOYEE BENEFITS	3,467.89	385.32	1,155.96	2,311.93
01 000 000 255 1000 430	REPAIR & MAINTENANCE SERVICES	182,340.00	21,668.50	44,462.04	137,877.96
01 000 000 255 1000 580	TRAVEL	9,300.00	414.30	858.78	8,441.22
01 000 000 255 1000 611	SUPPLIES	5,500.00	563.56	2,003.96	3,496.04
01 000 000 255 1000 618	FREIGHT	1,000.00	131.27	989.76	10.24
01 000 000 255 1000 640	BOOKS	14,100.00	1,442.00	10,182.00	3,918.00
01 000 000 255 1000 730	EQUIPMENT	1,500.00	0.00	27.78	1,472.22
01 000 000 255 1000 810	DUES & FEES	1,600.00	0.00	185.00	1,415.00
1000 INSTRUCTION		1,214,749.91	127,249.41	364,484.83	850,265.08
255 SCHOOL-AGED SPECIAL EDUCATION		1,214,749.91	127,249.41	364,484.83	850,265.08
1000 INSTRUCTION					
01 000 000 310 1000 110	SALARIES	145,174.00	12,097.82	60,489.10	84,684.90
01 000 000 310 1000 130	SUBS/AIDES	2,000.00	2,062.50	3,465.00	(1,465.00)
01 000 000 310 1000 210	HEALTH INSURANCE	18,642.48	1,553.56	7,767.80	10,874.68
01 000 000 310 1000 220	FICA	11,818.87	1,138.40	5,168.09	6,650.78
01 000 000 310 1000 230	TFFR	32,743.01	2,728.58	13,642.90	19,100.11
01 000 000 310 1000 430	CONTRACTS	0.00	0.00	0.00	0.00
01 000 000 310 1000 580	TRAVEL	15,000.00	2,298.11	7,143.36	7,856.64
01 000 000 310 1000 611	SUPPLIES	15,000.00	1,547.06	6,893.29	8,106.71
01 000 000 310 1000 618	FREIGHT	1,000.00	54.97	84.97	915.03
01 000 000 310 1000 640	BOOKS	200.00	0.00	0.00	200.00
01 000 000 310 1000 670	SOFTWARE	250.00	0.00	288.00	(38.00)
01 000 000 310 1000 730	EQUIPMENT	0.00	0.00	0.00	0.00
01 000 000 310 1000 731	CARL PERKINS EQUIPMENT	20,049.00	5,919.87	14,676.31	5,372.69
1000 INSTRUCTION		261,877.36	29,400.87	119,618.82	142,258.54
310 AGRICULTURE		261,877.36	29,400.87	119,618.82	142,258.54
1000 INSTRUCTION					
01 000 000 340 1000 110	SALARIES	54,800.00	4,566.66	13,699.98	41,100.02
01 000 000 340 1000 130	SUBS/AIDES	1,000.00	0.00	0.00	1,000.00
01 000 000 340 1000 210	HEALTH INSURANCE	9,321.24	776.78	2,330.34	6,990.90
01 000 000 340 1000 220	FICA	4,192.20	325.88	977.64	3,214.56
01 000 000 340 1000 230	TFFR	12,359.78	1,029.98	3,089.94	9,269.84
01 000 000 340 1000 430	CONTRACTS	0.00	0.00	0.00	0.00
01 000 000 340 1000 580	TRAVEL	500.00	0.00	0.00	500.00
01 000 000 340 1000 611	SUPPLIES	5,000.00	845.74	1,820.87	3,179.13
01 000 000 340 1000 618	FREIGHT	500.00	27.95	487.49	12.51
01 000 000 340 1000 640	BOOKS	0.00	0.00	4,198.56	(4,198.56)
01 000 000 340 1000 670	SOFTWARE	0.00	0.00	0.00	0.00
01 000 000 340 1000 730	EQUIPMENT	0.00	0.00	0.00	0.00
01 000 000 340 1000 731	CARL PERKINS EQUIPMENT	18,500.00	18,289.92	19,939.92	(1,439.92)
1000 INSTRUCTION		106,173.22	25,862.91	46,544.74	59,628.48

Account Number	Account Description	Budget	Expended During Month	Expenditures to Date	Balance at EOM
340	FAMILY AND CONSUMER SCIENCE	106,173.22	25,862.91	46,544.74	59,628.48
3400	STUDENT ACTIVITIES				
01 000 000 410 3400 110	SALARIES-STUDENT ACTIVITY	81,410.14	2,910.00	8,291.62	73,118.52
01 000 000 410 3400 220	FICA	6,227.88	222.60	634.30	5,593.58
01 000 000 410 3400 230	TFFR	13,890.10	0.00	870.71	13,019.39
01 000 000 410 3400 430	CONTRACTS-REPAIRS/MAINT	0.00	0.00	0.00	0.00
01 000 000 410 3400 522	LIABILITY INSURANCE	0.00	0.00	0.00	0.00
01 000 000 410 3400 890	OTHER	5,000.00	25.00	150.00	4,850.00
3400	STUDENT ACTIVITIES	106,528.12	3,157.60	9,946.63	96,581.49
410	STUDENT ACTIVITIES	106,528.12	3,157.60	9,946.63	96,581.49
3400	STUDENT ACTIVITIES				
01 000 000 420 3400 110	SALARIES-ATHLETIC	285,856.71	64,409.13	107,334.70	178,522.01
01 000 000 420 3400 210	HEALTH INSURANCE	9,008.01	750.68	2,873.48	6,134.53
01 000 000 420 3400 220	FICA	21,868.04	4,932.05	8,272.81	13,595.23
01 000 000 420 3400 230	TFFR	53,603.87	13,124.94	19,154.04	34,449.83
01 000 000 420 3400 430	REPAIRS	0.00	0.00	0.00	0.00
01 000 000 420 3400 580	TRAVEL	8,000.00	0.00	0.00	8,000.00
01 000 000 420 3400 890	OTHER	65,000.00	1,830.00	35,452.08	29,547.92
3400	STUDENT ACTIVITIES	443,336.63	85,046.80	173,087.11	270,249.52
420	ATHLETICS	443,336.63	85,046.80	173,087.11	270,249.52
3300	COMMUNITY SERVICES/PRE-K & DAYCARE				
01 000 000 800 3300 110	PRE SCHOOL SALARIES	74,220.46	6,185.04	18,555.12	55,665.34
01 000 000 800 3300 130	PRESCHOOL SUBS/AIDES	23,434.95	3,900.87	13,596.11	9,838.84
01 000 000 800 3300 210	PRESCHOOL HEALTH INSURANCE	21,576.81	2,812.91	7,917.48	13,659.33
01 000 000 800 3300 220	PRESCHOOL FICA	8,652.49	883.03	2,715.20	5,937.29
01 000 000 800 3300 230	PRESCHOOL TFFR/PERS	20,550.46	2,049.80	6,118.45	14,432.01
01 000 000 800 3300 300	PRESCHOOL PURCHASED PROF SERVICES	0.00	0.00	0.00	0.00
01 000 000 800 3300 430	PRESCHOOL CONTRACTS	0.00	0.00	0.00	0.00
01 000 000 800 3300 580	PRESCHOOL TRAVEL	100.00	0.00	0.00	100.00
01 000 000 800 3300 611	PRESCHOOL SUPPLIES	2,500.00	0.00	2,084.11	415.89
01 000 000 800 3300 618	PRESCHOOL FREIGHT	150.00	0.00	103.98	46.02
01 000 000 800 3300 640	PRESCHOOL BOOKS	1,200.00	0.00	0.00	1,200.00
01 000 000 800 3300 670	PRESCHOOL SOFTWARE	0.00	0.00	0.00	0.00
01 000 000 800 3300 730	PRE SCHOOL EQUIPMENT	0.00	0.00	0.00	0.00
01 000 000 800 3300 800	PRESCHOOL Dues, Membership, Registration	200.00	0.00	0.00	200.00
3300	COMMUNITY SERVICES/PRE-K & DAYCARE	152,585.17	15,831.65	51,090.45	101,494.72
800	COMMUNITY SERVICES	152,585.17	15,831.65	51,090.45	101,494.72
3300	COMMUNITY SERVICES/PRE-K & DAYCARE				
01 000 000 890 3300 110	DAYCARE SALARIES	0.00	0.00	0.00	0.00
01 000 000 890 3300 130	DAYCARE SUBS/AIDS	183,270.03	20,543.92	66,072.94	117,197.09
01 000 000 890 3300 210	DAYCARE HEALTH INSURANCE	65,248.68	6,343.67	15,794.44	49,454.24
01 000 000 890 3300 220	DAYCARE FICA	18,298.61	1,903.31	5,908.29	12,390.32
01 000 000 890 3300 230	DAYCARE PERS	29,799.71	3,002.35	9,403.03	20,396.68
01 000 000 890 3300 290	DAYCARE OTHER EMPLOYEE BENEFITS	0.00	0.00	0.00	0.00
01 000 000 890 3300 300	DAYCARE PURCHASED SERVICES	0.00	0.00	0.00	0.00
01 000 000 890 3300 410	DAYCARE UTILITY SERVICES	0.00	0.00	0.00	0.00
01 000 000 890 3300 430	DAYCARE REPAIR & MAINTENANCE	0.00	0.00	0.00	0.00
01 000 000 890 3300 450	DAYCARE CONSTRUCTION	0.00	0.00	0.00	0.00
01 000 000 890 3300 580	DAYCARE TRAVEL	0.00	0.00	0.00	0.00
01 000 000 890 3300 611	DAYCARE SUPPLIES	5,000.00	100.85	1,867.37	3,132.63
01 000 000 890 3300 618	DAYCARE FREIGHT	100.00	0.00	0.00	100.00
01 000 000 890 3300 640	DAYCARE BOOKS	0.00	0.00	0.00	0.00
01 000 000 890 3300 670	DAYCARE SOFTWARE	0.00	0.00	0.00	0.00
01 000 000 890 3300 730	DAYCARE EQUIPMENT	0.00	0.00	0.00	0.00
01 000 000 890 3300 800	DAYCARE DUES, MEMBERSHIPS, REGISTRATION	1,000.00	0.00	170.95	829.05
3300	COMMUNITY SERVICES/PRE-K & DAYCARE	302,717.03	31,894.10	99,217.02	203,500.01
890	DAYCARE	302,717.03	31,894.10	99,217.02	203,500.01
3100	FOOD SERVICES				
01 000 000 910 3100 120	SALARIES	0.00	(519.00)	24,964.88	(24,964.88)
01 000 000 910 3100 210	HEALTH INSURANCE	0.00	0.00	6,473.14	(6,473.14)
01 000 000 910 3100 220	FICA	0.00	(39.71)	2,093.33	(2,093.33)
01 000 000 910 3100 230	PERS	0.00	(114.11)	3,809.42	(3,809.42)
01 000 000 910 3100 730	EQUIPMENT	0.00	0.00	0.00	0.00
01 000 000 910 3100 890	OTHER	0.00	0.00	0.00	0.00
3100	FOOD SERVICES	0.00	(672.82)	37,340.77	(37,340.77)

Account Number	Account Description	Budget	Expended During Month	Expenditures to Date	Balance at EOM
910	FOOD SERVICES	0.00	(672.82)	37,340.77	(37,340.77)
1000	INSTRUCTION				
01 068 000 261 1000 110 2025	SALARIES	166,550.00	10,357.40	32,833.08	133,716.92
01 068 000 261 1000 210 2025	HEALTH INSURANCE	34,641.00	2,886.78	8,660.34	25,980.66
01 068 000 261 1000 220 2025	FICA	14,167.22	759.46	2,413.08	11,754.14
01 068 000 261 1000 230 2025	TFFR	37,564.27	2,336.06	7,405.33	30,158.94
01 068 000 261 1000 300 2025	PURCHASED SERVICES	9,538.51	0.00	9,538.51	0.00
1000	INSTRUCTION	262,461.00	16,339.70	60,850.34	201,610.66
261	TITLE I PROGRAMS	262,461.00	16,339.70	60,850.34	201,610.66
1000	INSTRUCTION				
01 082 000 298 1000 300 2023	PURCHASED SERVICES	0.00	0.00	0.00	0.00
01 082 000 298 1000 300 2024	PURCHASED SERVICES	0.00	0.00	0.00	0.00
01 082 000 298 1000 580 2023	TRAVEL	0.00	0.00	0.00	0.00
01 082 000 298 1000 810 2023	DUES & FEES	0.00	0.00	0.00	0.00
1000	INSTRUCTION	0.00	0.00	0.00	0.00
298	OTHER FEDERAL PROGRAMS	0.00	0.00	0.00	0.00
1000	INSTRUCTION				
01 089 040 298 1000 730	EQUIPMENT	0.00	0.00	0.00	0.00
1000	INSTRUCTION	0.00	0.00	0.00	0.00
298	OTHER FEDERAL PROGRAMS	0.00	0.00	0.00	0.00
1000	INSTRUCTION				
01 095 000 342 1000 300	PURCHASED SERVICES	0.00	0.00	0.00	0.00
1000	INSTRUCTION	0.00	0.00	0.00	0.00
342	CONSUMER & HOME MAKING	0.00	0.00	0.00	0.00
1000	INSTRUCTION				
01 103 020 298 1000 580	TRAVEL	0.00	0.00	0.00	0.00
1000	INSTRUCTION	0.00	0.00	0.00	0.00
298	OTHER FEDERAL PROGRAMS	0.00	0.00	0.00	0.00
1000	INSTRUCTION				
01 120 020 298 1000 640	SUPPLIES	0.00	0.00	0.00	0.00
1000	INSTRUCTION	0.00	0.00	0.00	0.00
298	OTHER FEDERAL PROGRAMS	0.00	0.00	0.00	0.00
1000	INSTRUCTION				
01 200 000 298 1000 110	SALARIES	38,685.89	3,223.30	9,669.90	29,015.99
01 200 000 298 1000 210	HEALTH INSURANCE	6,386.91	722.88	2,168.64	4,218.27
01 200 000 298 1000 220	FICA	3,203.28	242.77	718.27	2,485.01
01 200 000 298 1000 230	TFFR	8,723.92	726.96	2,180.88	6,543.04
01 200 000 298 1000 300	PURCHASED SERVICES	0.00	0.00	0.00	0.00
01 200 000 298 1000 610	SUPPLIES	3,000.00	0.00	0.00	3,000.00
1000	INSTRUCTION	60,000.00	4,915.91	14,737.69	45,262.31
298	OTHER FEDERAL PROGRAMS	60,000.00	4,915.91	14,737.69	45,262.31
01	GENERAL FUND	12,611,328.34	1,002,658.50	4,179,341.89	8,431,986.45

Expenditure Report by Function Killdeer School
 Regular; Processing Month 11/2025; Fund Number 01, 02, 03, 04

Account Number	Account Description	Budget	Expended During Month	Expenditures to Date	Balance at EOM
02	SPECIAL FUND				
6300	TRANSFERS TO OTHER FUNDS				
02 000 000 000 6300 920	TRANSFER OF FUNDS	0.00	0.00	0.00	0.00
6300	TRANSFERS TO OTHER FUNDS	0.00	0.00	0.00	0.00
000	UNDISTRIBUTED EXPENDITURES	0.00	0.00	0.00	0.00
02	SPECIAL FUND	0.00	0.00	0.00	0.00

Account Number	Account Description	Budget	Expended During Month	Expenditures to Date	Balance at EOM
03	CAPITAL PROJECTS				
1000	INSTRUCTION				
03 000 000 000 1000 700	PROPERTY	0.00	0.00	0.00	0.00
1000	INSTRUCTION	0.00	0.00	0.00	0.00
2513	RECEIVING & DISBURSING FUNDS				
03 000 000 000 2513 810	DUES & FEES	0.00	0.00	0.00	0.00
2513	RECEIVING & DISBURSING FUNDS	0.00	0.00	0.00	0.00
4100	FACILITY ACQ (BUILDING/LAND)				
03 000 000 000 4100 710	LAND AND IMPROVEMENTS	0.00	0.00	0.00	0.00
03 000 000 000 4100 720	BUILDING ACQUISITION	0.00	0.00	0.00	0.00
03 000 000 000 4100 721	BUILDING ACQUISITION-ATH COMPLEX	0.00	0.00	0.00	0.00
03 000 000 000 4100 730	EQUIPMENT	0.00	0.00	0.00	0.00
4100	FACILITY ACQ (BUILDING/LAND)	0.00	0.00	0.00	0.00
4210	CONSTRUCTION SERVICE (BY STAF)				
03 000 000 000 4210 610	MAINTENANCE AND FEES-STAFF HOUSING	25,000.00	5,156.16	41,467.73	(16,467.73)
03 000 000 000 4210 611	SUPPLIES	0.00	0.00	0.00	0.00
03 000 000 000 4210 650	SUPPLIES-TECHNOLOGY RELATED	0.00	0.00	0.00	0.00
03 000 000 000 4210 710	LAND & BLDGS-SPEC ASSESSMENT	0.00	0.00	0.00	0.00
03 000 000 000 4210 730	EQUIPMENT	0.00	0.00	0.00	0.00
03 000 000 000 4210 733	FURNITURE & FIXTURES	0.00	0.00	0.00	0.00
4210	CONSTRUCTION SERVICE (BY STAF)	25,000.00	5,156.16	41,467.73	(16,467.73)
4220	CONST SERVICE (BY CONTRACTOR)				
03 000 000 000 4220 435	CONSTRUCTION SERVICES	3,814,774.47	217,922.70	3,121,276.30	693,498.17
4220	CONST SERVICE (BY CONTRACTOR)	3,814,774.47	217,922.70	3,121,276.30	693,498.17
6200	SCHOOL CONST LOAN REPAYMENTS				
03 000 000 000 6200 830	INTEREST PAYABLE	0.00	0.00	0.00	0.00
03 000 000 000 6200 910	PRINCIPAL PAYMENT	0.00	0.00	0.00	0.00
6200	SCHOOL CONST LOAN REPAYMENTS	0.00	0.00	0.00	0.00
000	UNDISTRIBUTED EXPENDITURES	3,839,774.47	223,078.86	3,162,744.03	677,030.44
6200	SCHOOL CONST LOAN REPAYMENTS				
03 161 000 000 6200 810	DUES & FEES	0.00	0.00	0.00	0.00
03 161 000 000 6200 830	INTEREST PAYMENTS ON BONDS	0.00	0.00	0.00	0.00
03 161 000 000 6200 910	PRINCIPAL PAYMENTS ON BONDS	0.00	0.00	0.00	0.00
6200	SCHOOL CONST LOAN REPAYMENTS	0.00	0.00	0.00	0.00
000	UNDISTRIBUTED EXPENDITURES	0.00	0.00	0.00	0.00
03	CAPITAL PROJECTS	3,839,774.47	223,078.86	3,162,744.03	677,030.44

Account Number	Account Description	Budget	Expended During Month	Expenditures to Date	Balance at EOM
04	DEBT SERVICE				
6100	DEBT SERVICE PAYMENTS				
04 000 000 000 6100 330	PROFESSIONAL SERVICES	0.00	0.00	5,000.00	(5,000.00)
04 000 000 000 6100 810	DUES & FEES	0.00	500.00	500.00	(500.00)
04 000 000 000 6100 830	INTEREST	206,300.00	0.00	44,125.00	162,175.00
04 000 000 000 6100 910	REDEMPTION OF PRINCIPAL	970,000.00	0.00	410,000.00	560,000.00
6100	DEBT SERVICE PAYMENTS	1,176,300.00	500.00	459,625.00	716,675.00
6300	TRANSFERS TO OTHER FUNDS				
04 000 000 000 6300 920	TRANSFER OF FUNDS	0.00	0.00	0.00	0.00
6300	TRANSFERS TO OTHER FUNDS	0.00	0.00	0.00	0.00
000	UNDISTRIBUTED EXPENDITURES	1,176,300.00	500.00	459,625.00	716,675.00
6200	SCHOOL CONST LOAN REPAYMENTS				
04 161 000 000 6200 830	INTEREST	0.00	0.00	0.00	0.00
04 161 000 000 6200 910	REDEMPTION OF PRINCIPAL	0.00	0.00	0.00	0.00
6200	SCHOOL CONST LOAN REPAYMENTS	0.00	0.00	0.00	0.00
000	UNDISTRIBUTED EXPENDITURES	0.00	0.00	0.00	0.00
04	DEBT SERVICE	1,176,300.00	500.00	459,625.00	716,675.00

Expenditure Report by Function Killdeer School
Regular; Processing Month 11/2025; Fund Number 01, 02, 03, 04

Account Number	Account Description	Budget	Expended During Month	Expenditures to Date	Balance at EOM
Grand Total:		17,627,402.81	1,226,237.36	7,801,710.92	9,825,691.89

Cash Receipt Listing by Received From
Posted; Entries to Include Entries with Amounts; Fund Number 01, 03, 04; Processing
Month 11/2025

<u>Receipt Number</u>	<u>Received From</u>	<u>Receipt Date</u>	<u>Cash Receipt Description</u>	<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Amount</u>
27190	AFLAC AFLAC	11/07/2025	REIMBURSEMENT FOR PENDED APPLICATION	01 000 000 800 3300 210	PRESCHOOL HEALTH INSURANCE	127.76
AFLAC AFLAC Total:						127.76
27267	BRAVERA BRAVERA	11/28/2025	INTEREST EARNED	01 000 1510	INTEREST EARNED	9,238.37
27268	BRAVERA BRAVERA	11/28/2025	INTEREST EARNED	01 000 1510	INTEREST EARNED	0.39
BRAVERA BRAVERA Total:						9,238.76
27192	CONOCO CONOCO PHILLIPS	11/07/2025	OIL ROYALTIES	01 000 1950	OIL ROYALTY	238.11
CONOCO CONOCO PHILLIPS Total:						238.11
27194	CONTINENT CONTINENTAL RESOURCES	11/07/2025	OIL ROYALTIES	01 000 1950	OIL ROYALTY	6,631.84
CONTINENT CONTINENTAL RESOURCES Total:						6,631.84
27197	DAYCARE DAYCARE	11/07/2025	DAYCARE PMTS-ONLINE	01 000 1801	DAYCARE	3,788.50
27245	DAYCARE DAYCARE	11/24/2025	DAYCARE PMTS-ONLINE	01 000 1801	DAYCARE	6,434.00
27252	DAYCARE DAYCARE	11/24/2025	DAYCARE PMTS-CKS	01 000 1801	DAYCARE	3,093.50
DAYCARE DAYCARE Total:						13,316.00
27238	DCI DCI CREDIT SERVICES INC	11/24/2025	GARNISHMENT DISCLOSURE	01 000 1990	MISC INCOME	40.00
DCI DCI CREDIT SERVICES INC Total:						40.00
27187	DICPS DICKINSON PUBLIC SCHOOLS	11/07/2025	SPECIAL ED TUITION	01 000 1322	TUITION--SPECIAL ED	9,658.25
27239	DICPS DICKINSON PUBLIC SCHOOLS	11/24/2025	FACILITY USE FEES	01 000 000 000 2600 120	SALARIES	357.31
27239	DICPS DICKINSON PUBLIC SCHOOLS	11/24/2025	FACILITY USE FEES	01 000 000 000 2600 611	SUPPLIES	375.00
DICPS DICKINSON PUBLIC SCHOOLS Total:						10,390.56
27235	DPI DEPT OF PUBLIC INSTRUCTION	11/24/2025	TITLE I REIMBURSEMENT	01 000 4510	TITLE I PROGRAM AID	25,878.21
27266	DPI DEPT OF PUBLIC INSTRUCTION	11/28/2025	DEC STATE AID & TRANSPORTATION	01 000 3110	STATE AID	38,507.09
27266	DPI DEPT OF PUBLIC INSTRUCTION	11/28/2025	DEC STATE AID & TRANSPORTATION	01 000 3130	TRANSPORTATION AID	20,673.34
DPI DEPT OF PUBLIC INSTRUCTION Total:						85,058.64
27196	DUNNCO DUNN COUNTY	11/05/2025	GENERAL, BLDG, BONDS	01 000 1110	GENERAL-DISTRICT PROPERTY TAX	23,207.77

Cash Receipt Listing by Received From
 Posted; Entries to Include Entries with Amounts; Fund Number 01, 03, 04; Processing
 Month 11/2025

<u>Receipt Number</u>	<u>Received From</u>	<u>Receipt Date</u>	<u>Cash Receipt Description</u>	<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Amount</u>
27196	AUDITOR DUNNCO DUNN COUNTY	11/05/2025	GENERAL, BLDG, BONDS	03 000 1161	PROPERTY TAXES	3,871.99
27196	AUDITOR DUNNCO DUNN COUNTY	11/05/2025	GENERAL, BLDG, BONDS	04 000 1171	SINKING AND INTEREST #2	7,772.68
27243	AUDITOR DUNNCO DUNN COUNTY	11/25/2025	FLOOD CONTROL-NOV 2025	01 000 4220	FLOOD CONTROL	28,024.73
DUNNCO DUNN COUNTY AUDITOR Total:						62,877.17
27232	ENERPLUS ENERPLUS RESOURCES CORP	11/24/2025	OIL ROYALTIES	01 000 1950	OIL ROYALTY	30.96
27233	ENERPLUS ENERPLUS RESOURCES CORP	11/24/2025	OIL ROYALTIES	01 000 1950	OIL ROYALTY	37.90
ENERPLUS ENERPLUS RESOURCES CORP Total:						68.86
27236	FARMERINS FARMER'S UNION INSURANCE	11/24/2025	AUTO INSURANCE PREMIUM REIMBURSEMENT	01 000 000 000 2700 520	INSURANCE	1,037.00
FARMERINS FARMER'S UNION INSURANCE Total:						1,037.00
27189	HAGEJILL HAGER JILL	11/07/2025	POSTAGE REIMBURSEMENT	01 000 000 000 2500 532	POSTAGE	7.70
HAGEJILL HAGER JILL Total:						7.70
27231	HOTLUNCH HOT LUNCH ACCOUNT	11/24/2025	OCT2025 WAGES & BENEFIT REIMBURSEMENT	01 000 000 910 3100 120	SALARIES	25,483.88
27231	HOTLUNCH HOT LUNCH ACCOUNT	11/24/2025	OCT2025 WAGES & BENEFIT REIMBURSEMENT	01 000 000 910 3100 210	HEALTH INSURANCE	6,473.14
27231	HOTLUNCH HOT LUNCH ACCOUNT	11/24/2025	OCT2025 WAGES & BENEFIT REIMBURSEMENT	01 000 000 910 3100 220	FICA	2,133.04
27231	HOTLUNCH HOT LUNCH ACCOUNT	11/24/2025	OCT2025 WAGES & BENEFIT REIMBURSEMENT	01 000 000 910 3100 230	PERS	3,923.53
HOTLUNCH HOT LUNCH ACCOUNT Total:						38,013.59
27240	ISOLVED ISOLVED INC.	11/04/2025	COBRA BENEFIT REIMBURSEMENT	01 000 000 120 1000 210	HEALTH INSURANCE	859.87
ISOLVED ISOLVED INC. Total:						859.87
27193	KILLDEERPK KILLDEER PARK DISTRICT, DBA KILLDEER PARKS & REC	11/07/2025	SUMMER BASEBALL BUS DRIVER PAY REIMBURSE	01 000 000 000 2700 121	PART TIME SALARY-BUS DRIVER	236.83
KILLDEERPK KILLDEER PARK DISTRICT, DBA KILLDEER PARKS & REC Total:						236.83
27195	LIMEROCK LIME ROCK RESOURCES	11/07/2025	OIL ROYALTIES	01 000 1950	OIL ROYALTY	102.07

Cash Receipt Listing by Received From
 Posted; Entries to Include Entries with Amounts; Fund Number 01, 03, 04; Processing
 Month 11/2025

<u>Receipt Number</u>	<u>Received From</u>	<u>Receipt Date</u>	<u>Cash Receipt Description</u>	<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Amount</u>
					LIMEROCK LIME ROCK RESOURCES Total:	102.07
27191	NDDOH ND Department of Health	11/07/2025	BEST IN CLASS GRANT	01 200 4590	BEST IN CLASS GRANT	18,000.00
					NDDOH ND Department of Health Total:	18,000.00
27251	NDHEALTH ND HEALTH AND HUMAN SERVICES	11/04/2025	CHILD CARE ASSISTANCE PROGRAM	01 000 1801	DAYCARE	2,434.00
27188	NDHEALTH ND HEALTH AND HUMAN SERVICES	11/07/2025	QRIS QUALITY IMPROVEMENT GRANT	01 000 3910	OTHER STATE INCOME	1,000.00
27250	NDHEALTH ND HEALTH AND HUMAN SERVICES	11/07/2025	CHILD CARE ASSISTANCE PROGRAM	01 000 1801	DAYCARE	674.00
					NDHEALTH ND HEALTH AND HUMAN SERVICES Total:	4,108.00
27185	PRE PRESCHOOL FEES	11/07/2025	PRESCHOOL FEES-CKS	01 000 1800	PRE SCHOOL	89.00
27229	PRE PRESCHOOL FEES	11/24/2025	PRESCHOOL FEES-CKS	01 000 1800	PRE SCHOOL	150.00
					PRE PRESCHOOL FEES Total:	239.00
27186	RENTAL RENTAL INCOME FROM STAFF HOUSING	11/07/2025	STAFF RENTAL PMTS-CKS	03 000 1540	RENTAL INCOME SCHOOL HOUSING	1,300.00
27198	RENTAL RENTAL INCOME FROM STAFF HOUSING	11/07/2025	STAFF RENTAL PMTS-ONLINE	03 000 1540	RENTAL INCOME SCHOOL HOUSING	4,200.00
27230	RENTAL RENTAL INCOME FROM STAFF HOUSING	11/24/2025	STAFF RENTAL FEES-CKS	03 000 1540	RENTAL INCOME SCHOOL HOUSING	2,700.00
27246	RENTAL RENTAL INCOME FROM STAFF HOUSING	11/24/2025	STAFF RENTAL PMTS-ONLINE	03 000 1540	RENTAL INCOME SCHOOL HOUSING	750.00
					RENTAL RENTAL INCOME FROM STAFF HOUSING Total:	8,950.00
27199	REVTRAK VANCO REVTRAK	11/07/2025	FCS CLASS FEES	01 000 000 340 1000 611	SUPPLIES	120.00
27200	REVTRAK VANCO REVTRAK	11/07/2025	PRESCHOOL TUITION FEES	01 000 1800	PRE SCHOOL	1,262.00
27201	REVTRAK VANCO REVTRAK	11/07/2025	TECHNOLOGY FEES-PROTECTION PLAN	01 000 000 000 2225 490	TECHNOLOGY SERVICES	50.00
27247	REVTRAK VANCO REVTRAK	11/24/2025	AG ED CLASS FEES	01 000 000 310 1000 611	SUPPLIES	60.00
27248	REVTRAK VANCO REVTRAK	11/24/2025	PRESCHOOL FEES	01 000 1800	PRE SCHOOL	1,350.00
27249	REVTRAK VANCO REVTRAK	11/24/2025	TECHNOLOGY FEES	01 000 000 000 2225 490	TECHNOLOGY SERVICES	75.00
					REVTRAK VANCO REVTRAK Total:	2,917.00
27241	STATETREAS STATE TREASURER - ND	11/24/2025	OIL & GAS PRODUCTION TAX-MCKENZIE COUNTY	01 000 2210	OIL & GAS PRODUCTION TAX	2,776.50

Cash Receipt Listing by Received From
 Posted; Entries to Include Entries with Amounts; Fund Number 01, 03, 04; Processing
 Month 11/2025

<u>Receipt Number</u>	<u>Received From</u>	<u>Receipt Date</u>	<u>Cash Receipt Description</u>	<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Amount</u>
27242	STATETREAS STATE TREASURER - ND	11/24/2025	OIL & GAS PRODUCTION TAX- DUNN COUNTY	01 000 2210	OIL & GAS PRODUCTION TAX	156,397.80
STATETREAS STATE TREASURER - ND Total:						<hr/> 159,174.30
27234	WALLJEN WALLACE JENNIFER	11/24/2025	TECHNOLOGY FEES-STUDENT 11291	01 000 000 000 2225 490	TECHNOLOGY SERVICES	25.00
WALLJEN WALLACE JENNIFER Total:						<hr/> 25.00

Summary Totals

<u>Account Type</u>		<u>Cash Accounts</u>		<u>Receivable Accounts</u>
Subtotal Revenue	380,313.00	01 101	401,063.39	
Subtotal Expense	41,345.06	03 101	12,821.99	
Subtotal General Ledger		04 101	7,772.68	
Account Total	<hr/> 421,658.06	Total:	<hr/> 421,658.06	

b. Personnel Reports

1. New Hires:

1. Paige Saunders - Custodial
2. Kyle Rombaoa - Custodial

2. Resignations:

1. Nick Walker - Assistant Football Coach
2. Laura Sadowsky - Elementary Paraprofessional
3. Andrew Cook - Head Football Coach

Killdeer Public Schools:

Please accept my letter of resignation from my position as assistant football coach. I have given the program everything I had in me the last 3 years and with the news of Coach Cook stepping away, I will do the same.

I got back into coaching to help the program and I feel we have made strides in the last three years to get the program back where it belongs. The work, practices and games were enjoyable and will be fond memories as I look back at my career.

Thank you for allowing me to be part of the program the last few years.

Nick Walker



Outlook

Resignation

From Laura Sadowsky <Laura.Sadowsky@k12.nd.us>

Date Sat 11/29/2025 8:45 AM

To Rhonda Zastoupil <Rhonda.Zastoupil@k12.nd.us>

Cc Jeff Simmons <Jeff.Simmons@k12.nd.us>; Andrew Cook <Andrew.Cook@k12.nd.us>; Vicki Carney <Vicki.Carney@k12.nd.us>

I am formally putting in my notice. My last day of work will be December 19, 2025.

Laura Sadowsky

Sent via the Samsung Galaxy S23 5G, an AT&T 5G smartphone

Get [Outlook for Android](#)

November 25, 2025

Dear Mr. Walker, Mr. Wilz, and Mr. Simmons,

The purpose of this letter is to inform you of my resignation as head football coach. At this point in my life I need to prioritize my role as a husband and father. I am leaving with no animosity and would be more than happy to continue to be a part of the program in a lesser role. Thank you for the opportunity to run this great program for the past 7 years.

Sincerely,

Andy Cook

c. Food Service Reports

Balance Sheet

Period Ending: November 2025

Annual; Processing Month 11/2025; Accounts to Include Accounts with Activity; Fund Number 05

<u>Account Number</u>	<u>Description</u>	<u>Previous Balance</u>	<u>Current Month</u>	<u>Ending Balance</u>
Fund: 05 SCHOOL FOOD SERVICES				
<u>Current Assets</u>				
05 101	CASH	238,298.16	(35,655.13)	202,643.03
	Current Assets Subtotal:	238,298.16	(35,655.13)	202,643.03
	Total Assets and Deferred Outflows of Resources:	238,298.16	(35,655.13)	202,643.03
<u>Current Liabilities</u>				
05 402	DUE TO OTHER FUNDS	954.97	0.00	954.97
	Current Liabilities Subtotal:	954.97	0.00	954.97
<u>Fund Balance</u>				
05 770	UNRESERVED FUND BALANCE	237,343.19	(35,655.13)	201,688.06
	Fund Balance Subtotal:	237,343.19	(35,655.13)	201,688.06
	Total Liabilities, Deferred Inflows of Resources, and Fund Equity:	238,298.16	(35,655.13)	202,643.03

Activity Fund Balance Report - Detail - Exclude Encumbrances

11/2025 - 11/2025

Regular; Beginning Month 11/2025; Processing Month 11/2025; Accounts to Include Accounts with Activity; Fund Number 05

Fund: 05 SCHOOL FOOD SERVICES

<u>Chart of Account Number</u>		<u>Chart of Account Description</u>				<u>Entity Name</u>	<u>Expenses</u>	<u>Revenues</u>	<u>Balance Change</u>	<u>Balance</u>
<u>Entry Date</u>	<u>JR</u>	<u>Reference #</u>	<u>Check Acct</u>	<u>Check #</u>	<u>Description</u>					
05 770					UNRESERVED FUND BALANCE	*Previous Balance				237,343.19
05 770					UNRESERVED FUND BALANCE					
05 000 1510					INTEREST EARNED					
11/28/2025	CR	27264			INTEREST EARNED	BRAVERA	0.00	379.13		
05 000 1611					STUDENT MEALS					
11/14/2025	CR	27218			STUDENT MEALS	DIAZ, KERRY M	0.00	2,908.00		
11/14/2025	CR	27219			REVTRAK STUDENT MEALS	DIAZ, KERRY M	0.00	5,701.40		
11/28/2025	CR	27260			STUDENT MEALS	DIAZ, KERRY M	0.00	4,122.88		
11/28/2025	CR	27261			REVTRAK STUDENT MEALS	DIAZ, KERRY M	0.00	3,873.82		
05 000 1620					ADULT MEALS					
11/28/2025	CR	27260			ADULT MEALS	DIAZ, KERRY M	0.00	40.00		
05 000 4550					FEDERAL REIMBURSEMENT					
11/14/2025	CR	27169			FEDERAL REIMBURSEMENT	DEPT OF PUBLIC INSTRUCTION	0.00	15,518.04		
05 000 000 910 3100 120					SALARIES					
11/10/2025	CD	ELEM-03096 20251110	3	8824	Salaries	KILLDEER PUBLIC SCHOOL-GEN FUN	25,483.88	0.00		
05 000 000 910 3100 210					HEALTH INSURANCE					
11/10/2025	CD	ELEM-03096 20251110	3	8824	Health Insurance	KILLDEER PUBLIC SCHOOL-GEN FUN	6,473.14	0.00		
05 000 000 910 3100 220					FICA & MEDICARE					
11/10/2025	CD	ELEM-03096 20251110	3	8824	FICA	KILLDEER PUBLIC SCHOOL-GEN FUN	2,133.04	0.00		
05 000 000 910 3100 230					PERS					
11/10/2025	CD	ELEM-03096 20251110	3	8824	PERS	KILLDEER PUBLIC SCHOOL-GEN FUN	3,923.53	0.00		
05 000 000 910 3100 610					FOOD					
11/10/2025	CD	POELEM-03997 20251110	3	8827	FOOD 4431106	US FOODS	1,175.17	0.00		
11/10/2025	CD	POELEM-03997 20251110	3	8827	FOOD 4431104	US FOODS	178.85	0.00		
11/10/2025	CD	POELEM-03997 20251110	3	8827	FOOD 4431105	US FOODS	190.29	0.00		
11/10/2025	CD	POELEM-03997 20251110	3	8827	FOOD 4632264	US FOODS	411.29	0.00		
11/10/2025	CD	POELEM-03999 20251110	3	8826	FOOD 395035336	SYSCO NORTH DAKOTA, INC	2,155.69	0.00		
11/10/2025	CD	POELEM-03999 20251110	3	8826	FOOD 395041799	SYSCO NORTH DAKOTA, INC	1,158.93	0.00		
11/10/2025	CD	POELEM-03999 20251110	3	8826	FOOD CREDIT 395035172	SYSCO NORTH DAKOTA, INC	(25.29)	0.00		
11/10/2025	CD	POELEM-03999 20251110	3	8826	FOOD 395035335	SYSCO NORTH DAKOTA, INC	3,885.17	0.00		
11/10/2025	CD	POELEM-03999 20251110	3	8826	FOOD 395041798	SYSCO NORTH DAKOTA, INC	2,924.17	0.00		
11/10/2025	CD	POELEM-03999 20251110	3	8826	FOOD CREDIT 395040201	SYSCO NORTH DAKOTA, INC	(17.95)	0.00		

Activity Fund Balance Report - Detail - Exclude Encumbrances

11/2025 - 11/2025

Regular; Beginning Month 11/2025; Processing Month 11/2025; Accounts to Include Accounts with Activity; Fund Number 05

Fund: 05 SCHOOL FOOD SERVICES

<u>Chart of Account Number</u>		<u>Chart of Account Description</u>				<u>Entity Name</u>	<u>Expenses</u>	<u>Revenues</u>	<u>Balance Change</u>	<u>Balance</u>
<u>Entry Date</u>	<u>JR</u>	<u>Reference #</u>	<u>Check Acct</u>	<u>Check #</u>	<u>Description</u>					
11/10/2025	CD	POELEM-04047 20251110	3	8823	FOOD	HINRICHS SUPER VALU	367.98	0.00		
11/10/2025	CD	POELEM-04018 21798	3	8822	FOOD INV #21798	DEPARTMENT OF PUBLIC INSTRUCTION CKEN11	1,236.65	0.00		
11/10/2025	CD	POELEM-03998 20251110	3	8825	MILK 3372428	PEPSI COLA BOTTLING COMPANY	361.00	0.00		
11/10/2025	CD	POELEM-03998 20251110	3	8825	MILK 3372145	PEPSI COLA BOTTLING COMPANY	155.61	0.00		
11/10/2025	CD	POELEM-03998 20251110	3	8825	MILK 3371898	PEPSI COLA BOTTLING COMPANY	359.00	0.00		
11/10/2025	CD	POELEM-03998 20251110	3	8825	MILK 3371897	PEPSI COLA BOTTLING COMPANY	583.04	0.00		
11/10/2025	CD	POELEM-03998 20251110	3	8825	MILK 3372146	PEPSI COLA BOTTLING COMPANY	755.64	0.00		
11/14/2025	CR	27218			FOOD	DIAZ, KERRY M	(637.50)	0.00		
11/25/2025	CD	POELEM-04058 20251125	3	8828	FOOD AND MILK 3373175	PEPSI COLA BOTTLING COMPANY	851.38	0.00		
11/25/2025	CD	POELEM-04058 20251125	3	8828	FOOD AND MILK 3372914	PEPSI COLA BOTTLING COMPANY	524.54	0.00		
11/25/2025	CD	POELEM-04058 20251125	3	8828	FOOD AND MILK 3372427	PEPSI COLA BOTTLING COMPANY	721.48	0.00		
11/25/2025	CD	POELEM-04058 20251125	3	8828	FOOD AND MILK 3372667	PEPSI COLA BOTTLING COMPANY	565.54	0.00		
11/25/2025	CD	POELEM-04058 20251125	3	8828	FOOD AND MILK 3372666	PEPSI COLA BOTTLING COMPANY	240.60	0.00		
11/25/2025	CD	POELEM-04058 20251125	3	8828	FOOD AND MILK 3372918	PEPSI COLA BOTTLING COMPANY	281.00	0.00		
11/25/2025	CD	POELEM-04057 20251125	3	8831	FOOD 5141010	US FOODS	420.00	0.00		
11/25/2025	CD	POELEM-04057 20251125	3	8831	CREDIT 5963782	US FOODS	(4.24)	0.00		
11/25/2025	CD	POELEM-04057 20251125	3	8831	CREDIT 5963815	US FOODS	(6.22)	0.00		
11/25/2025	CD	POELEM-04057 20251125	3	8831	FOOD 4830366	US FOODS	672.43	0.00		
11/25/2025	CD	POELEM-04057 20251125	3	8831	FOOD 5029898	US FOODS	582.97	0.00		
11/25/2025	CD	POELEM-04059 20251125	3	8830	FOOD 395046467	SYSCO NORTH DAKOTA, INC	1,284.22	0.00		
11/25/2025	CD	POELEM-04059 20251125	3	8830	FOOD 395051106	SYSCO NORTH DAKOTA, INC	3,053.13	0.00		
11/25/2025	CD	POELEM-04059 20251125	3	8830	FOOD 395042619	SYSCO NORTH DAKOTA, INC	(53.06)	0.00		
11/25/2025	CD	POELEM-04059 20251125	3	8830	FOOD 395046466	SYSCO NORTH DAKOTA, INC	1,665.10	0.00		
11/25/2025	CD	POELEM-04059 20251125	3	8830	FOOD 395049454	SYSCO NORTH DAKOTA, INC	127.46	0.00		
11/25/2025	CD	POELEM-04059 20251125	3	8830	FOOD 395051105	SYSCO NORTH DAKOTA, INC	2,783.97	0.00		

Activity Fund Balance Report - Detail - Exclude Encumbrances

11/2025 - 11/2025

Regular; Beginning Month 11/2025; Processing Month 11/2025; Accounts to Include Accounts with Activity; Fund Number 05

Fund: 05 SCHOOL FOOD SERVICES

<u>Chart of Account Number</u>		<u>Chart of Account Description</u>				<u>Entity Name</u>	<u>Expenses</u>	<u>Revenues</u>	<u>Balance Change</u>	<u>Balance</u>
<u>Entry Date</u>	<u>JR</u>	<u>Reference #</u>	<u>Check Acct</u>	<u>Check #</u>	<u>Description</u>					
05 000 000 910 3100 611					SUPPLIES					
11/10/2025	CD	POELEM-03999 20251110	3	8826	DISPOSABLES 395041798	SYSCO NORTH DAKOTA, INC	67.79	0.00		
11/25/2025	CD	POELEM-04077 966097	3	8829	TEMP DET, TEMP RINSE	STEIN'S INC.	608.26	0.00		
05 000 000 910 3100 810					DUES & FEES					
11/07/2025	GJ				NOV 2025 REVTRAK FEES-HL		580.72	0.00		
05 770					UNRESERVED FUND BALANCE	*Current Activity			(35,655.13)	
						*Ending Balance:	68,198.40	32,543.27	0.00	201,688.06
					Fund Total: 05		68,198.40	32,543.27	0.00	201,688.06

d. Student Activity Reports

Balance Sheet

Period Ending: November 2025

Annual; Processing Month 11/2025; Accounts to Include Accounts with Activity; Fund Number 06

<u>Account Number</u>	<u>Description</u>	<u>Previous Balance</u>	<u>Current Month</u>	<u>Ending Balance</u>
Fund: 06 STUDENT ACTIVITY FUND				
<u>Current Assets</u>				
06 101	CASH	398,245.59	23,791.92	422,037.51
06 110	DUE FROM OTHER FUNDS	68.48	0.00	68.48
	Current Assets Subtotal:	<u>398,314.07</u>	<u>23,791.92</u>	<u>422,105.99</u>
Total Assets and Deferred Outflows of Resources:		<u>398,314.07</u>	<u>23,791.92</u>	<u>422,105.99</u>

<u>Fund Balance</u>				
06 760 701	ACTIVITIES	9,622.13	0.00	9,622.13
06 760 702	CAPTURING KIDS' HEARTS-HS	296.99	35.00	331.99
06 760 703	CLASS OF 2026	225.79	(251.80)	(26.01)
06 760 704	ANNUAL	12,332.93	116.88	12,449.81
06 760 705	ATHLETICS	38,713.69	(7,566.29)	31,147.40
06 760 706	CLASS OF 2029	395.17	0.00	395.17
06 760 709	CHEERLEADERS MISC.	12,756.62	0.00	12,756.62
06 760 710	CHEERLEADER UNIFORMS	3,451.02	0.00	3,451.02
06 760 713	GIRLS GOLF MISC	454.09	0.00	454.09
06 760 715	HOT LUNCH DONATIONS	2,037.31	(2,035.18)	2.13
06 760 716	SAFETY PATROL	4,400.91	94.06	4,494.97
06 760 717	CHROMEBOOK REPAIR	719.12	0.00	719.12
06 760 719	ATHLETES ASSISTANCE	594.33	0.00	594.33
06 760 720	CROSS COUNTRY MISC.	770.52	(725.15)	45.37
06 760 723	ELEMENTARY POP FUND	(160.00)	28.39	(131.61)
06 760 724	FAMILY & CONSUMER SCIENCE	317.23	0.00	317.23
06 760 726	FB UNIFORMS	1,500.00	0.00	1,500.00
06 760 728	FFA	17,523.78	14,718.76	32,242.54
06 760 729	GIRLS BB UNIFORMS	953.60	0.00	953.60
06 760 730	INTEREST - CHECKING	25,877.36	625.79	26,503.15
06 760 733	GIRLS GOLF UNIFORMS	522.26	0.00	522.26
06 760 734	LIBRARY	5,591.96	15.00	5,606.96
06 760 735	MUSIC	13,678.33	926.87	14,605.20
06 760 736	NATIONAL HONOR SOCIETY	236.87	0.00	236.87
06 760 740	SCHOOL DISTRICT	456.57	(606.50)	(149.93)
06 760 741	ROBOTICS	2,411.58	(324.44)	2,087.14
06 760 742	STUDENT COUNCIL	6,436.25	0.00	6,436.25
06 760 743	SUNSHINE ACCOUNT-ELEM	367.77	0.00	367.77
06 760 744	TRACK & FOOTBALL FIELD MAINTENANCE	110,738.15	0.00	110,738.15
06 760 745	TRACK UNIFORMS	2,072.78	0.00	2,072.78
06 760 747	VOLLEYBALL UNIFORMS	458.01	0.00	458.01
06 760 748	BOYS WRESTLING UNIFORMS	29.00	0.00	29.00
06 760 749	HIGH SCHOOL MUSICAL	0.00	0.00	0.00
06 760 754	PRESCHOOL	996.78	0.00	996.78
06 760 755	SUNSHINE FUND-HS	342.58	100.20	442.78

Balance Sheet

Period Ending: November 2025

Annual; Processing Month 11/2025; Accounts to Include Accounts with Activity; Fund Number 06

<u>Account Number</u>	<u>Description</u>	<u>Previous Balance</u>	<u>Current Month</u>	<u>Ending Balance</u>
06 760 757	ELEMENTARY MUSIC	5,089.92	0.00	5,089.92
06 760 758	JEANS FOR CHARITY	7,090.75	40.75	7,131.50
06 760 759	ELEMENTARY STUDENT COUNCIL	4,917.59	179.00	5,096.59
06 760 760	S.A.D.D.	1,158.63	0.00	1,158.63
06 760 761	CROSS COUNTRY UNIFORMS	4,102.64	0.00	4,102.64
06 760 765	SCIENCE GRANT-ELEM	6.03	0.00	6.03
06 760 767	GIRLS BB MISC.	475.05	0.00	475.05
06 760 769	CLASS OF 2024	4,793.89	0.00	4,793.89
06 760 770	CLOSE UP	15,129.73	(1,149.00)	13,980.73
06 760 771	CLASS OF 2025	2,231.43	0.00	2,231.43
06 760 772	VOLLEYBALL MISC.	11,598.62	0.00	11,598.62
06 760 773	STEAM-ELEM.	10,993.32	2,000.00	12,993.32
06 760 775	ALLAN & KAYE DOLEZAL SCHOLARSHIP FUND	1,000.00	0.00	1,000.00
06 760 776	FOOTBALL MISC.	3,309.67	500.00	3,809.67
06 760 777	BOYS GOLF MISC.	742.61	0.00	742.61
06 760 778	HS GYMNASIUM SPONSORSHIP	3,923.74	(629.00)	3,294.74
06 760 779	TRACK MISC.	2,792.25	0.00	2,792.25
06 760 781	BOYS GOLF UNIFORM	572.00	0.00	572.00
06 760 782	BOYS BB MISC.	3,021.67	(53.98)	2,967.69
06 760 783	BOYS WRESTLING MISC.	9,088.86	3,009.74	12,098.60
06 760 784	SPEECH	1,519.05	0.00	1,519.05
06 760 785	ELEM GUIDANCE MISC	4,989.46	9,679.82	14,669.28
06 760 786	ART SUPPLIES	1,552.91	0.00	1,552.91
06 760 788	RALPH AND BERNIECE THOMAS SCHOLARSHIP	1,200.00	0.00	1,200.00
06 760 789	HOSA	11,542.31	5,063.00	16,605.31
06 760 791	KIDS ON THE RUN	741.86	0.00	741.86
06 760 792	DR SEUSS READING GROUP	303.00	0.00	303.00
06 760 793	IMAGINATION LIBRARY	3,148.48	0.00	3,148.48
06 760 794	COLLEGE & CAREER WEEK SCHOLARHIPS	1,113.00	0.00	1,113.00
06 760 795	KATHERINE KLEEMANN EDUCATION SCHOLARSHIP	2,100.00	0.00	2,100.00
06 760 796	FEREBEE SCHOLARSHIP	600.00	0.00	600.00
06 760 798	MINION MENTORING SCHOLARSHIP	344.12	0.00	344.12
	Fund Balance Subtotal:	398,314.07	23,791.92	422,105.99
Total Liabilities, Deferred Inflows of Resources, and Fund Equity:		398,314.07	23,791.92	422,105.99

Activity Fund Balance Report - Detail - Exclude Encumbrances

11/2025 - 11/2025

Regular; Beginning Month 11/2025; Processing Month 11/2025; Accounts to Include Accounts with Activity; Fund Number 06

Fund: 06 STUDENT ACTIVITY FUND

Chart of Account Number		Chart of Account Description					Entity Name	Expenses	Revenues	Balance Change	Balance
Entry Date	JR	Reference #	Check Acct	Check #	Description						
06 760 701					ACTIVITIES	*Previous Balance				9,622.13	
						*Ending Balance:	0.00	0.00	0.00	9,622.13	
06 760 702					CAPTURING KIDS' HEARTS-HS	*Previous Balance				296.99	
06 760 702					CAPTURING KIDS' HEARTS-HS						
06 002 1721					CAPTURING KIDS' HEARTS-HS						
11/07/2025	CR	27202			CKH - Hat Day	MURPHY, ANDREW	0.00	20.00			
11/10/2025	CR	27204			CKH - School Toolbox Fundraising	MURPHY, ANDREW	0.00	15.00			
06 760 702					CAPTURING KIDS' HEARTS-HS	*Current Activity				35.00	
						*Ending Balance:	0.00	35.00	0.00	331.99	
06 760 703					CLASS OF 2026	*Previous Balance				225.79	
06 760 703					CLASS OF 2026						
06 003 600 410 3400 610					CLASS OF 2026						
11/10/2025	CD	ELEM-03114 015813	2	34891	Senior Night flowers	SIMPLY FLOWERS AND GIFTS	120.00	0.00			
11/10/2025	CD	ELEM-03114 015813	2	34891	Flower Delivery	SIMPLY FLOWERS AND GIFTS	40.00	0.00			
11/10/2025	CD	ELEM-03074 1R3F-YXWT-HJJ7	2	34882	Sugar Free Chewing Gum, Mint Variety Pac	AMAZON CAPITAL SERVICES	91.80	0.00			
06 760 703					CLASS OF 2026	*Current Activity				(251.80)	
						*Ending Balance:	251.80	0.00	0.00	(26.01)	
06 760 704					ANNUAL	*Previous Balance				12,332.93	
06 760 704					ANNUAL						
06 004 1721					ANNUAL						
11/18/2025	CR	27225			Yearbook Sale - 22-23 reorder	MAXWELL, SKYLER	0.00	116.88			
06 760 704					ANNUAL	*Current Activity				116.88	
						*Ending Balance:	0.00	116.88	0.00	12,449.81	
06 760 705					ATHLETICS	*Previous Balance				38,713.69	
06 760 705					ATHLETICS						
06 005 1721					ATHLETICS						
11/04/2025	CR	27180			Athletics - Regional FB Gate	WALKER, NICHOLAS DALE	0.00	2,080.00			
11/05/2025	CR	27182			Elementary BBB Gate	WALKER, NICHOLAS DALE	0.00	409.00			
11/10/2025	CR	27203			Athletics - Regional FB Gate	WALKER, NICHOLAS DALE	0.00	2,020.00			
11/12/2025	CR	27208			Athletics - Regional VB Gate; Box #1 (11	WALKER, NICHOLAS DALE	0.00	1,060.00			
11/12/2025	CR	27208			Athletics - Regional VB Gate; Box #2 (11	WALKER, NICHOLAS DALE	0.00	995.00			
11/12/2025	CR	27212			Athletic - Reg VB Gate 11/11/25	WALKER, NICHOLAS DALE	0.00	1,250.00			
11/14/2025	CR	27214			ATHLETIC FEES 11.14.25	DIAZ, KERRY M	0.00	170.00			
11/14/2025	CR	27215			Athletics - Regional VB Gate	WALKER, NICHOLAS DALE	0.00	1,895.00			

Activity Fund Balance Report - Detail - Exclude Encumbrances

11/2025 - 11/2025

Regular; Beginning Month 11/2025; Processing Month 11/2025; Accounts to Include Accounts with Activity; Fund Number 06

Fund: 06 STUDENT ACTIVITY FUND

<u>Chart of Account Number</u>		<u>Chart of Account Description</u>				<u>Expenses</u>	<u>Revenues</u>	<u>Balance Change</u>	<u>Balance</u>
<u>Entry Date</u>	<u>JR</u>	<u>Reference #</u>	<u>Check Acct</u>	<u>Check #</u>	<u>Description</u>	<u>Entity Name</u>			
11/18/2025	CR	27223			Athletics - JH GBB Gate	WALKER, NICHOLAS DALE	0.00	224.00	
11/19/2025	CR	27226			Athletic Passes from Twin Buttes	DIAZ, KERRY M	0.00	540.00	
11/19/2025	CR	27227			Elem BBB Gate	WALKER, NICHOLAS DALE	0.00	435.00	
11/26/2025	CR	27257			ATHLETIC FEES	DIAZ, KERRY M	0.00	170.00	
11/26/2025	CR	27258			ALL SEASON PASSES	DIAZ, KERRY M	0.00	320.00	
11/26/2025	CR	27259			REVTRAK ATHLETIC FEE	DIAZ, KERRY M	0.00	90.00	
06 005 600 410 3400 610		ATHLETICS							
11/03/2025	CD	ELEM-03112 20251103	2	34875	EBBB official 11/4/2025	SAYLER, MITCH	120.00	0.00	
11/03/2025	CD	ELEM-03111 20251103	2	34876	EBBB Official 11/4/25	WALKER, NICHOLAS DALE	120.00	0.00	
11/06/2025	CD	ELEM-03130 20251106	2	34878	ebbb official 11/8/2025	SCHLEPPENBACH, RYAN	80.00	0.00	
11/06/2025	CD	ELEM-03129 20251106	2	34877	EBBB official 11/8/2025	BINSTOCK, TANNER A	80.00	0.00	
11/06/2025	CD	ELEM-03131 20251106	2	34880	FB Playoff Game Financial in charge.	WALLACE, JENNI	50.00	0.00	
11/06/2025	CD	ELEM-03132 20251106	2	34879	fb org and admin 11/8	WALKER, NICHOLAS DALE	50.00	0.00	
11/07/2025	GJ				CORRECT:NOV 2025 REVTRAK PROCESSING FEES		51.24	0.00	
11/07/2025	GJ				NOV 2025 REVTRAK PROCESSING FEES		(25.62)	0.00	
11/10/2025	CD	POELEM-04004 20251110	2	34894	PADLOCK MAGNUM #5 LS	WESTERN CHOICE COOPERATIVE	73.98	0.00	
11/10/2025	CD	ELEM-03135 20251110	2	34889	FB game 11/8	NDHSAA	1,370.00	0.00	
11/10/2025	CD	ELEM-03110 20251110-0001	2	34889	Playoff Gate 11/1/25	NDHSAA	1,430.00	0.00	
11/10/2025	CD	POELEM-04036 68110	2	34892	ATHLETIC COVERAGE 8.1.25-8.31.25	THERAPY SOLUTIONS	5,949.00	0.00	
11/10/2025	CD	POELEM-04036 68110	2	34892	ATHLETIC COVERAGE 9.1.25-9.30.25	THERAPY SOLUTIONS	2,965.00	0.00	
11/10/2025	CD	HS-02178 931520293	2	34884	Mat Tape for the mats	BSN SPORTS	800.00	0.00	
11/10/2025	CD	HS-02178 931520293	2	34884	freight	BSN SPORTS	48.00	0.00	
11/12/2025	CD	ELEM-03156 20251112	2	34905	regional	KILLDEER COWBOY BOOSTER CLUB	500.00	0.00	
11/12/2025	CD	ELEM-03150 20251112	2	34900	regional	DOBITZ, JENNIFER BETH	35.00	0.00	
11/12/2025	CD	ELEM-03158 20251112	2	34913	official	SAYLER, MITCH	120.00	0.00	
11/12/2025	CD	ELEM-03155 20251112	2	34909	regional	MURPHY, ANDY	100.00	0.00	
11/12/2025	CD	ELEM-03149 20251112	2	34911	regional	REESE, MIKAYLA	35.00	0.00	
11/12/2025	CD	ELEM-03160 20251112	2	34906	regional	KLING, HANNAH	210.00	0.00	

Activity Fund Balance Report - Detail - Exclude Encumbrances

11/2025 - 11/2025

Regular; Beginning Month 11/2025; Processing Month 11/2025; Accounts to Include Accounts with Activity; Fund Number 06

Fund: 06 STUDENT ACTIVITY FUND

<u>Chart of Account Number</u>			<u>Chart of Account Description</u>			<u>Entity Name</u>	<u>Expenses</u>	<u>Revenues</u>	<u>Balance Change</u>	<u>Balance</u>
<u>Entry Date</u>	<u>JR</u>	<u>Reference #</u>	<u>Check Acct</u>	<u>Check #</u>	<u>Description</u>					
11/12/2025	CD	ELEM-03141 20251112	2	34912	regional	REISS, BRIDGETTE	280.00	0.00		
11/12/2025	CD	ELEM-03151 20251112	2	34904	regional	HELFRICH, ASHLYNN	35.00	0.00		
11/12/2025	CD	ELEM-03154 20251112	2	34907	regional	LEIER, JODI	35.00	0.00		
11/12/2025	CD	ELEM-03144 20251112	2	34898	regional	BINSTOCK, TANNER A	280.00	0.00		
11/12/2025	CD	ELEM-03139 20251112	2	34918	regional	WALLACE, JENNI	465.00	0.00		
11/12/2025	CD	ELEM-03143 20251112	2	34908	regional	LINDEMAN, SHELBY	280.00	0.00		
11/12/2025	CD	ELEM-03148 20251112	2	34902	regional	GRIFFITHS, LACEY NICOLE	105.00	0.00		
11/12/2025	CD	ELEM-03142 20251112	2	34899	regional	BUCKMAN, JESSICA	280.00	0.00		
11/12/2025	CD	ELEM-03152 20251112	2	34914	regional	THORMAHLEN, KYLEE	70.00	0.00		
11/12/2025	CD	ELEM-03157 20251112	2	34910	official	PRUITT, GREG ALAN	120.00	0.00		
11/12/2025	CD	ELEM-03153 20251112	2	34915	regional	WALKER, NICOLE ANN	70.00	0.00		
11/12/2025	CD	ELEM-03140 20251112	2	34916	regional	WALKER, NICHOLAS DALE	605.00	0.00		
11/12/2025	CD	ELEM-03145 20251112	2	34917	regional	WALKER, TENLEY	160.00	0.00		
11/12/2025	CD	ELEM-03146 20251112	2	34903	regional	HAUSAUER, HADLEY	160.00	0.00		
11/12/2025	CD	ELEM-03159 20251112	2	34901	regional	DOCKTER, EMMY E	175.00	0.00		
11/12/2025	CD	ELEM-03161 20251112	2	34919	regional	WELDELE, PHILLIP	175.00	0.00		
11/14/2025	CD	ELEM-03168 20251114	2	34922	EBBB 11/17 JHGGB 11/18 Official	SAYLER, MITCH	200.00	0.00		
11/14/2025	CD	ELEM-03167 20251114	2	34920	EBBB 11/17 JHGGB 11/18 official	BINSTOCK, TANNER A	200.00	0.00		
11/14/2025	CD	ELEM-03165 20251114	2	34921	JHGGB REF 11/17	PRUITT, GREG ALAN	80.00	0.00		
11/14/2025	CD	ELEM-03166 20251114	2	34923	JHGGB official 11/17	WALKER, NICHOLAS DALE	80.00	0.00		
11/25/2025	CD	ELEM-03170 20251125	2	34927	region4bvb	NDHSAA	650.00	0.00		
11/25/2025	CD	HS-02222 20251125	2	34926	Booster Club Reimbursement for purchase	KILLDEER COWBOY BOOSTER CLUB	500.00	0.00		
11/25/2025	CD	ELEM-03116 20251125-0022	2	34931	Meal for Region 4 volleyball meeting	VISA	57.69	0.00		
06 760 705						ATHLETICS				
						*Current Activity				(7,566.29)
						*Ending Balance:	19,224.29	11,658.00	0.00	31,147.40

Activity Fund Balance Report - Detail - Exclude Encumbrances

11/2025 - 11/2025

Regular; Beginning Month 11/2025; Processing Month 11/2025; Accounts to Include Accounts with Activity; Fund Number 06

Fund: 06 STUDENT ACTIVITY FUND

Chart of Account Number		Chart of Account Description				Entity Name	Expenses	Revenues	Balance Change	Balance
Entry Date	JR	Reference #	Check Acct	Check #	Description					
06 760 706					CLASS OF 2029	*Previous Balance			395.17	
						*Ending Balance:	0.00	0.00	0.00	395.17
06 760 709					CHEERLEADERS MISC.	*Previous Balance			12,756.62	
						*Ending Balance:	0.00	0.00	0.00	12,756.62
06 760 710					CHEERLEADER UNIFORMS	*Previous Balance			3,451.02	
						*Ending Balance:	0.00	0.00	0.00	3,451.02
06 760 713					GIRLS GOLF MISC	*Previous Balance			454.09	
						*Ending Balance:	0.00	0.00	0.00	454.09
06 760 715					HOT LUNCH DONATIONS	*Previous Balance			2,037.31	
06 760 715					HOT LUNCH DONATIONS					
06 015 600 410 3400 610					HOT LUNCH DONATIONS					
11/10/2025	CD	POELEM-04019 20251110	2	34888	DONATION TO PAY OFF STUDENT LUNCH ACCOUN	KILLDEER SCHOOL	2,035.18	0.00		
06 760 715					HOT LUNCH DONATIONS	*Current Activity				(2,035.18)
						*Ending Balance:	2,035.18	0.00	0.00	2.13
06 760 716					SAFETY PATROL	*Previous Balance			4,400.91	
06 760 716					SAFETY PATROL					
06 016 1721					SAFETY PATROL					
11/03/2025	CR	27176			Donation from Dunn County Fair Associati	DIAZ, KERRY M	0.00	1,000.00		
06 016 600 410 3400 610					SAFETY PATROL					
11/25/2025	CD	ELEM-03104 20251125-0007	2	34930	supplies	VISA	362.53	0.00		
11/25/2025	CD	ELEM-03058 20251125-0009	2	34930	Bake sale	VISA	129.75	0.00		
11/25/2025	CD	ELEM-03108 20251125-0005	2	34930	Toys for shop with a cop	VISA	413.66	0.00		
06 760 716					SAFETY PATROL	*Current Activity				94.06
						*Ending Balance:	905.94	1,000.00	0.00	4,494.97
06 760 717					CHROMEBOOK REPAIR	*Previous Balance			719.12	
						*Ending Balance:	0.00	0.00	0.00	719.12
06 760 719					ATHLETES ASSISTANCE	*Previous Balance			594.33	
						*Ending Balance:	0.00	0.00	0.00	594.33
06 760 720					CROSS COUNTRY MISC.	*Previous Balance			770.52	
06 760 720					CROSS COUNTRY MISC.					
06 020 1721					CROSS COUNTRY MISC.					
11/14/2025	CR	27220			XC Misc - Hat Day	MURPHY, ANDREW	0.00	22.00		

Activity Fund Balance Report - Detail - Exclude Encumbrances

11/2025 - 11/2025

Regular; Beginning Month 11/2025; Processing Month 11/2025; Accounts to Include Accounts with Activity; Fund Number 06

Fund: 06 STUDENT ACTIVITY FUND

<u>Chart of Account Number</u>		<u>Chart of Account Description</u>					<u>Entity Name</u>	<u>Expenses</u>	<u>Revenues</u>	<u>Balance Change</u>	<u>Balance</u>
<u>Entry Date</u>	<u>JR</u>	<u>Reference #</u>	<u>Check Acct</u>	<u>Check #</u>	<u>Description</u>						
06 020 600 410 3400 610		CROSS COUNTRY MISC.									
11/10/2025	CD	HS-02219 7088	2	34896	XC awards	FOUR SEASONS TROPHIES	303.15	0.00			
11/25/2025	CD	HS-02210 20251125-0017	2	34931	per diem state xc	VISA	400.00	0.00			
11/25/2025	CD	HS-02226 7119	2	34925	engraving	FOUR SEASONS TROPHIES	44.00	0.00			
06 760 720		CROSS COUNTRY MISC.					*Current Activity				(725.15)
*Ending Balance:							747.15	22.00	0.00	45.37	
06 760 723		ELEMENTARY POP FUND					*Previous Balance				(160.00)
06 760 723		ELEMENTARY POP FUND									
06 023 1721		ELEMENTARY POP FUND									
11/24/2025	CR	27237			Elem Pop Fund	JEPSON, JANELL R	0.00	275.45			
06 023 600 410 3400 610		ELEMENTARY POP FUND									
11/10/2025	CD	POELEM-04031 20251110	2	34885	SUPPLIES 485487	COCA COLA	32.00	0.00			
11/10/2025	CD	POELEM-04031 20251110	2	34885	SUPPLIES 486791	COCA COLA	215.06	0.00			
06 760 723		ELEMENTARY POP FUND					*Current Activity				28.39
*Ending Balance:							247.06	275.45	0.00	(131.61)	
06 760 724		FAMILY & CONSUMER SCIENCE					*Previous Balance				317.23
*Ending Balance:							0.00	0.00	0.00	317.23	
06 760 726		FB UNIFORMS					*Previous Balance				1,500.00
*Ending Balance:							0.00	0.00	0.00	1,500.00	
06 760 728		FFA					*Previous Balance				17,523.78
06 760 728		FFA									
06 028 1721		FFA									
11/03/2025	CR	27174			FFA Scranton Reimbursement from Scranton	LEIER, DAVID	0.00	440.00			
11/05/2025	CR	27181			FFA - National Convention Registration	LEIER, DAVID	0.00	200.00			
11/25/2025	CR	27254			FFA Fruit Sale Fundraiser	JOHNSON, ERIK	0.00	13,701.00			
11/25/2025	CR	27255			FFA - Fruit Sale Fundraiser	JOHNSON, ERIK	0.00	931.00			
11/25/2025	CR	27256			FFA - Fruit Sale Fundraiser	JOHNSON, ERIK	0.00	2,397.00			
06 028 600 410 3400 610		FFA									
11/10/2025	CD	HS-02221 20251110	2	34887	National FFA Convention Travel Stipend R	HARDERSEN, ABBY	625.00	0.00			
11/10/2025	CD	HS-02220 20251110	2	34893	National FFA Convention Travel Stipend R	WASEM, KACEE	625.00	0.00			
11/10/2025	CD	HS-02217 20251110	2	34895	Cranberry Tour	WYCHEN, NODJI VAN	200.00	0.00			
11/10/2025	CD	POELEM-04013 20251110	2	6	HOLIDAY INN & HAMPTON STAYS IN OCT	JP MORGAN CHASE BANK NA	1,500.24	0.00			
06 760 728		FFA					*Current Activity				14,718.76

Activity Fund Balance Report - Detail - Exclude Encumbrances

11/2025 - 11/2025

Regular; Beginning Month 11/2025; Processing Month 11/2025; Accounts to Include Accounts with Activity; Fund Number 06

Fund: 06 STUDENT ACTIVITY FUND

<u>Chart of Account Number</u>		<u>Chart of Account Description</u>				<u>Entity Name</u>	<u>Expenses</u>	<u>Revenues</u>	<u>Balance Change</u>	<u>Balance</u>
<u>Entry Date</u>	<u>JR</u>	<u>Reference #</u>	<u>Check Acct</u>	<u>Check #</u>	<u>Description</u>					
						*Ending Balance:	2,950.24	17,669.00	0.00	32,242.54
06 760 729					GIRLS BB UNIFORMS	*Previous Balance				953.60
						*Ending Balance:	0.00	0.00	0.00	953.60
06 760 730					INTEREST - CHECKING	*Previous Balance				25,877.36
06 760 730					INTEREST - CHECKING					
06 030 1721					INTEREST - CHECKING					
11/28/2025	CR	27265			INTEREST - CHECKING	BRAVERA	0.00	625.79		
06 760 730					INTEREST - CHECKING	*Current Activity				625.79
						*Ending Balance:	0.00	625.79	0.00	26,503.15
06 760 733					GIRLS GOLF UNIFORMS	*Previous Balance				522.26
						*Ending Balance:	0.00	0.00	0.00	522.26
06 760 734					LIBRARY	*Previous Balance				5,591.96
06 760 734					LIBRARY					
06 034 1721					LIBRARY					
11/05/2025	CR	27183			Library Fine Fees	WHEELING, BRITTANY	0.00	10.00		
11/12/2025	CR	27207			Library Fine Fees	WHEELING, BRITTANY	0.00	5.00		
06 760 734					LIBRARY	*Current Activity				15.00
						*Ending Balance:	0.00	15.00	0.00	5,606.96
06 760 735					MUSIC	*Previous Balance				13,678.33
06 760 735					MUSIC					
06 035 1721					MUSIC					
11/10/2025	CR	27206			Band & Choir Music - Chocolate Fundraise	LORENZ, SHANTEL	0.00	3,394.87		
06 035 600 410 3400 610					MUSIC					
11/25/2025	CD	HS-02223 20251125-0025 91549197	2	34929	CHOCOLATE FUNDRAISER	WORLDS FINEST CHOCOLATE, INC	2,468.00	0.00		
06 760 735					MUSIC	*Current Activity				926.87
						*Ending Balance:	2,468.00	3,394.87	0.00	14,605.20
06 760 736					NATIONAL HONOR SOCIETY	*Previous Balance				236.87
						*Ending Balance:	0.00	0.00	0.00	236.87
06 760 740					SCHOOL DISTRICT	*Previous Balance				456.57
06 760 740					SCHOOL DISTRICT					
06 040 600 410 3400 610					SCHOOL DISTRICT					
11/25/2025	CD	HS-02209 20251125-0025	2	34931	JH Mathcounts Registration	VISA	400.00	0.00		
11/25/2025	CD	ELEM-03121 20251125	2	34928	national spelling bee registration fee	SCRIPPS NATIONAL SPELLING BEE	206.50	0.00		

Activity Fund Balance Report - Detail - Exclude Encumbrances

11/2025 - 11/2025

Regular; Beginning Month 11/2025; Processing Month 11/2025; Accounts to Include Accounts with Activity; Fund Number 06

Fund: 06 STUDENT ACTIVITY FUND

<u>Chart of Account Number</u>		<u>Chart of Account Description</u>				<u>Entity Name</u>	<u>Expenses</u>	<u>Revenues</u>	<u>Balance Change</u>	<u>Balance</u>
06 760 740					SCHOOL DISTRICT	*Current Activity			(606.50)	
						*Ending Balance:	606.50	0.00	0.00	
06 760 741					ROBOTICS	*Previous Balance			2,411.58	
06 760 741					ROBOTICS					
06 041 600 410 3400 610					ROBOTICS					
11/25/2025	CD	HS-02194 20251125-0024	2	34931	1121 Series Low-Side U-Channel 13 Hole	VISA	11.99	0.00		
11/25/2025	CD	HS-02194 20251125-0024	2	34931	1205 Series Dual Block Mount (1-5)	VISA	5.24	0.00		
11/25/2025	CD	HS-02194 20251125-0024	2	34931	M4 x 0.7mm Socket Head Screw 8mm 25 pack	VISA	4.78	0.00		
11/25/2025	CD	HS-02194 20251125-0024	2	34931	Servo Connector Clip 6 Pack	VISA	4.49	0.00		
11/25/2025	CD	HS-02194 20251125-0024	2	34931	Rubber Grommet 4 Pack	VISA	2.99	0.00		
11/25/2025	CD	HS-02194 20251125-0024	2	34931	shipping	VISA	7.57	0.00		
11/25/2025	CD	HS-02173 20251125-0027	2	34931	1121 Series Low-Side U Channel 13 Hole	VISA	59.95	0.00		
11/25/2025	CD	HS-02173 20251125-0027	2	34931	1121 Series Low-Side U Channel 6 Hole	VISA	13.48	0.00		
11/25/2025	CD	HS-02173 20251125-0027	2	34931	1121 Series Low-Side U Channel 4 Hole	VISA	10.48	0.00		
11/25/2025	CD	HS-02173 20251125-0027	2	34931	1143 Series Mini Low Side U Channel 6 Ho	VISA	11.98	0.00		
11/25/2025	CD	HS-02173 20251125-0027	2	34931	1205 Series Dual Block Mount (1-5)	VISA	31.44	0.00		
11/25/2025	CD	HS-02173 20251125-0027	2	34931	1205 Series Dual Block Mount (2-1)	VISA	10.48	0.00		
11/25/2025	CD	HS-02173 20251125-0027	2	34931	5203 Series Yellow Jacket Motor 6000 RPM	VISA	82.48	0.00		
11/25/2025	CD	HS-02173 20251125-0027	2	34931	1611 Series Flanged Ball Bearing, 8mm RE	VISA	8.98	0.00		
11/25/2025	CD	HS-02173 20251125-0027	2	34931	8mm REX Shaft 192mm length	VISA	11.54	0.00		
11/25/2025	CD	HS-02173 20251125-0027	2	34931	Hogback Traction Wheel	VISA	14.98	0.00		
11/25/2025	CD	HS-02173 20251125-0027	2	34931	1309 Series Sonic Hub	VISA	11.98	0.00		
11/25/2025	CD	HS-02173 20251125-0027	2	34931	M4 x 0.7mm Zinc Plated Socket Head Screw	VISA	2.39	0.00		
11/25/2025	CD	HS-02173 20251125-0027	2	34931	M4 x 0.7mm Zinc Plated Socket Head Screw	VISA	2.54	0.00		
11/25/2025	CD	HS-02173 20251125-0027	2	34931	M4 x 0.7mm Zinc Plated Socket Head Screw	VISA	2.69	0.00		
11/25/2025	CD	HS-02173 20251125-0027	2	34931	shipping	VISA	11.99	0.00		

Activity Fund Balance Report - Detail - Exclude Encumbrances

11/2025 - 11/2025

Regular; Beginning Month 11/2025; Processing Month 11/2025; Accounts to Include Accounts with Activity; Fund Number 06

Fund: 06 STUDENT ACTIVITY FUND

Chart of Account Number		Chart of Account Description				Entity Name	Expenses	Revenues	Balance Change	Balance
Entry Date	JR	Reference #	Check Acct	Check #	Description					
06 760 741					ROBOTICS	*Current Activity				(324.44)
						*Ending Balance:	324.44	0.00	0.00	2,087.14
06 760 742					STUDENT COUNCIL	*Previous Balance				6,436.25
						*Ending Balance:	0.00	0.00	0.00	6,436.25
06 760 743					SUNSHINE ACCOUNT-ELEM	*Previous Balance				367.77
						*Ending Balance:	0.00	0.00	0.00	367.77
06 760 744					TRACK & FOOTBALL FIELD MAINTENANCE	*Previous Balance				110,738.15
						*Ending Balance:	0.00	0.00	0.00	110,738.15
06 760 745					TRACK UNIFORMS	*Previous Balance				2,072.78
						*Ending Balance:	0.00	0.00	0.00	2,072.78
06 760 747					VOLLEYBALL UNIFORMS	*Previous Balance				458.01
						*Ending Balance:	0.00	0.00	0.00	458.01
06 760 748					BOYS WRESTLING UNIFORMS	*Previous Balance				29.00
						*Ending Balance:	0.00	0.00	0.00	29.00
06 760 749					HIGH SCHOOL MUSICAL	*Previous Balance				0.00
						*Ending Balance:	0.00	0.00	0.00	0.00
06 760 754					PRESCHOOL	*Previous Balance				996.78
						*Ending Balance:	0.00	0.00	0.00	996.78
06 760 755					SUNSHINE FUND-HS	*Previous Balance				342.58
06 760 755					SUNSHINE FUND-HS					
06 055 1721					SUNSHINE FUND-HS					
11/18/2025	CR	27224			HS Sunshine Club - Coke Machine	MURPHY, ANDREW	0.00	129.00		
06 055 600 410 3400 610					SUNSHINE FUND-HS					
11/10/2025	CD	POELEM-04031 20251110	2	34885	SUPPLIES 485811	COCA COLA	80.00	0.00		
11/10/2025	CD	POELEM-04031 20251110	2	34885	UNAPPLIED CREDIT	COCA COLA	(51.20)	0.00		
06 760 755					SUNSHINE FUND-HS	*Current Activity				100.20
						*Ending Balance:	28.80	129.00	0.00	442.78
06 760 757					ELEMENTARY MUSIC	*Previous Balance				5,089.92
						*Ending Balance:	0.00	0.00	0.00	5,089.92
06 760 758					JEANS FOR CHARITY	*Previous Balance				7,090.75
06 760 758					JEANS FOR CHARITY					
06 058 1721					JEANS FOR CHARITY					

Activity Fund Balance Report - Detail - Exclude Encumbrances

11/2025 - 11/2025

Regular; Beginning Month 11/2025; Processing Month 11/2025; Accounts to Include Accounts with Activity; Fund Number 06

Fund: 06 STUDENT ACTIVITY FUND

Chart of Account Number		Chart of Account Description								
Entry Date	JR	Reference #	Check Acct	Check #	Description	Entity Name	Expenses	Revenues	Balance Change	Balance
11/03/2025	CR	27177			Friday Teacher wear jeans collection	DIAZ, KERRY M	0.00	21.75		
11/14/2025	CR	27222			Jeans For Charity	KLYM, JESSICA A	0.00	19.00		
06 760 758					JEANS FOR CHARITY	*Current Activity				40.75
						*Ending Balance:	0.00	40.75	0.00	7,131.50
06 760 759					ELEMENTARY STUDENT COUNCIL	*Previous Balance				4,917.59
06 760 759					ELEMENTARY STUDENT COUNCIL					
06 059 1721					ELEMENTARY STUDENT COUNCIL					
11/24/2025	CR	27244			Elementary Student Council Pop Fund	JEPSON, JANELL R	0.00	179.00		
06 760 759					ELEMENTARY STUDENT COUNCIL	*Current Activity				179.00
						*Ending Balance:	0.00	179.00	0.00	5,096.59
06 760 760					S.A.D.D.	*Previous Balance				1,158.63
						*Ending Balance:	0.00	0.00	0.00	1,158.63
06 760 761					CROSS COUNTRY UNIFORMS	*Previous Balance				4,102.64
						*Ending Balance:	0.00	0.00	0.00	4,102.64
06 760 765					SCIENCE GRANT-ELEM	*Previous Balance				6.03
						*Ending Balance:	0.00	0.00	0.00	6.03
06 760 767					GIRLS BB MISC.	*Previous Balance				475.05
						*Ending Balance:	0.00	0.00	0.00	475.05
06 760 769					CLASS OF 2024	*Previous Balance				4,793.89
						*Ending Balance:	0.00	0.00	0.00	4,793.89
06 760 770					CLOSE UP	*Previous Balance				15,129.73
06 760 770					CLOSE UP					
06 070 1721					CLOSE UP					
11/13/2025	CR	27213			Close Up - Vending Machine	MURPHY, ANDREW	0.00	192.00		
06 070 600 410 3400 610					Close Up					
11/10/2025	CD	POELEM-04031 20251110	2	34885	SUPPLIES 485810	COCA COLA	120.00	0.00		
11/10/2025	CD	POELEM-04031 20251110	2	34885	SUPPLIES 486119	COCA COLA	150.00	0.00		
11/10/2025	CD	POELEM-04031 20251110	2	34885	SUPPLIES 486440	COCA COLA	105.00	0.00		
11/10/2025	CD	POELEM-04031 20251110	2	34885	SUPPLIES 486441	COCA COLA	(22.80)	0.00		
11/10/2025	CD	POELEM-04031 20251110	2	34885	UNAPPLIED CREDIT	COCA COLA	(11.20)	0.00		
11/25/2025	CD	HS-02208 20251125-0020	2	34931	Student down payment	VISA	500.00	0.00		

Activity Fund Balance Report - Detail - Exclude Encumbrances

11/2025 - 11/2025

Regular; Beginning Month 11/2025; Processing Month 11/2025; Accounts to Include Accounts with Activity; Fund Number 06

Fund: 06 STUDENT ACTIVITY FUND

Chart of Account Number		Chart of Account Description				Entity Name	Expenses	Revenues	Balance Change	Balance
Entry Date	JR	Reference #	Check Acct	Check #	Description					
11/25/2025	CD	HS-02206 20251125-0021	2	34931	down payment	VISA	500.00	0.00		
06 760 770					CLOSE UP	*Current Activity				(1,149.00)
						*Ending Balance:	1,341.00	192.00	0.00	13,980.73
06 760 771					CLASS OF 2025	*Previous Balance				2,231.43
						*Ending Balance:	0.00	0.00	0.00	2,231.43
06 760 772					VOLLEYBALL MISC.	*Previous Balance				11,598.62
						*Ending Balance:	0.00	0.00	0.00	11,598.62
06 760 773					STEAM-ELEM.	*Previous Balance				10,993.32
06 760 773					STEAM-ELEM.					
06 073 1721					STEAM-ELEM.					
11/10/2025	CR	27205			STEAM-ELEM.	CONOCO PHILLIPS	0.00	2,000.00		
06 760 773					STEAM-ELEM.	*Current Activity				2,000.00
						*Ending Balance:	0.00	2,000.00	0.00	12,993.32
06 760 775					ALLAN & KAYE DOLEZAL SCHOLARSHIP FUND	*Previous Balance				1,000.00
						*Ending Balance:	0.00	0.00	0.00	1,000.00
06 760 776					FOOTBALL MISC.	*Previous Balance				3,309.67
06 760 776					FOOTBALL MISC.					
06 076 1721					FOOTBALL MISC.					
11/24/2025	CR	27253			Donation For FB Banquet Meal	JEPSON, JANELL R	0.00	500.00		
06 760 776					FOOTBALL MISC.	*Current Activity				500.00
						*Ending Balance:	0.00	500.00	0.00	3,809.67
06 760 777					BOYS GOLF MISC.	*Previous Balance				742.61
						*Ending Balance:	0.00	0.00	0.00	742.61
06 760 778					HS GYMNASIUM SPONSORSHIP	*Previous Balance				3,923.74
06 760 778					HS GYMNASIUM SPONSORSHIP					
06 078 600 410 3400 610					HS GYMNASIUM SPONSORSHIP					
11/10/2025	CD	HS-02183 PC- 27804	2	34890	School Song Banner 9'x12	QUALITY QUICK PRINT	629.00	0.00		
06 760 778					HS GYMNASIUM SPONSORSHIP	*Current Activity				(629.00)
						*Ending Balance:	629.00	0.00	0.00	3,294.74
06 760 779					TRACK MISC.	*Previous Balance				2,792.25
						*Ending Balance:	0.00	0.00	0.00	2,792.25
06 760 781					BOYS GOLF UNIFORM	*Previous Balance				572.00

Activity Fund Balance Report - Detail - Exclude Encumbrances

11/2025 - 11/2025

Regular; Beginning Month 11/2025; Processing Month 11/2025; Accounts to Include Accounts with Activity; Fund Number 06

Fund: 06 STUDENT ACTIVITY FUND

Chart of Account Number		Chart of Account Description				Entity Name	Expenses	Revenues	Balance Change	Balance
Entry Date	JR	Reference #	Check Acct	Check #	Description					
						*Ending Balance:	0.00	0.00	0.00	572.00
06 760 782					BOYS BB MISC.	*Previous Balance				3,021.67
06 760 782					BOYS BB MISC.					
06 082 600 410 3400 610					BOYS BB MISC.					
11/10/2025	CD	POELEM-04004 20251110	2	34894	TOTES	WESTERN CHOICE COOPERATIVE	53.98	0.00		
06 760 782					BOYS BB MISC.	*Current Activity				(53.98)
						*Ending Balance:	53.98	0.00	0.00	2,967.69
06 760 783					BOYS WRESTLING MISC.	*Previous Balance				9,088.86
06 760 783					BOYS WRESTLING MISC.					
06 083 1721					BOYS WRESTLING MISC.					
11/12/2025	CR	27210			Wrestling - VB Concessions	ELKINS, SEAN	0.00	1,432.00		
11/12/2025	CR	27210			Wrestling - VB Concessions	ELKINS, SEAN	0.00	559.00		
11/12/2025	CR	27211			Wrest - VB Concess (11/11/25)	ELKINS, SEAN	0.00	969.00		
11/12/2025	CR	27211			Wrest - VB Concess (11/11/25)	ELKINS, SEAN	0.00	362.00		
11/14/2025	CR	27217			Wrestling - Regional VB Concessions	ELKINS, SEAN	0.00	1,531.25		
11/14/2025	CR	27217			Wrestling - Regional VB Concessions	ELKINS, SEAN	0.00	687.00		
06 083 600 410 3400 610					BOYS WRESTLING MISC.					
11/10/2025	CD	POELEM-04022 401178	2	34883	SUPPLIES 401178	BRAUN'S DISTRIBUTING	41.95	0.00		
11/10/2025	CD	POELEM-04022 401178	2	34883	SUPPLIES 401991	BRAUN'S DISTRIBUTING	249.97	0.00		
11/10/2025	CD	POELEM-04024 402241	2	34883	SUPPLIES 402241	BRAUN'S DISTRIBUTING	130.62	0.00		
11/10/2025	CD	POELEM-04031 20251110	2	34885	SUPPLIES 484147	COCA COLA	767.00	0.00		
11/10/2025	CD	POELEM-04031 20251110	2	34885	SUPPLIES 486442	COCA COLA	924.00	0.00		
11/10/2025	CD	POELEM-04043 20251110	2	34886	CONCESSION SUPPLIES	GRAB 'N GO	230.97	0.00		
11/10/2025	CD	HS-02214 20737	2	34881	singlets	3X GEAR LLC	186.00	0.00		
06 760 783					BOYS WRESTLING MISC.	*Current Activity				3,009.74
						*Ending Balance:	2,530.51	5,540.25	0.00	12,098.60
06 760 784					SPEECH	*Previous Balance				1,519.05
						*Ending Balance:	0.00	0.00	0.00	1,519.05
06 760 785					ELEM GUIDANCE MISC	*Previous Balance				4,989.46
06 760 785					ELEM GUIDANCE MISC					
06 085 1721					ELEM GUIDANCE MISC					

Activity Fund Balance Report - Detail - Exclude Encumbrances

11/2025 - 11/2025

Regular; Beginning Month 11/2025; Processing Month 11/2025; Accounts to Include Accounts with Activity; Fund Number 06

Fund: 06 STUDENT ACTIVITY FUND

Chart of Account Number			Chart of Account Description			Entity Name	Expenses	Revenues	Balance Change	Balance
Entry Date	JR	Reference #	Check Acct	Check #	Description					
11/24/2025	CR	27228			Donation from the legion from Ribs 4 Kid	DIAZ, KERRY M	0.00	10,000.00		
06 085 600 410 3400 610			ELEM GUIDANCE MISC							
11/25/2025	CD	ELEM-03147 20251125	2	34924	underwear	CARNEY, VICKI A	44.40	0.00		
11/25/2025	CD	ELEM-03106 20251125-0006	2	34930	bluetooth speaker for lunch room	VISA	114.00	0.00		
11/25/2025	CD	ELEM-03089 20251125-0008	2	34930	snowboots, pants and sweats	VISA	161.78	0.00		
06 760 785			ELEM GUIDANCE MISC			*Current Activity				9,679.82
*Ending Balance:							320.18	10,000.00	0.00	14,669.28
06 760 786			ART SUPPLIES			*Previous Balance				1,552.91
*Ending Balance:							0.00	0.00	0.00	1,552.91
06 760 788			RALPH AND BERNIECE THOMAS SCHOLARSHIP			*Previous Balance				1,200.00
*Ending Balance:							0.00	0.00	0.00	1,200.00
06 760 789			HOSA			*Previous Balance				11,542.31
06 760 789			HOSA							
06 089 1721			HOSA							
11/03/2025	CR	27175			Jam & Salsa Sale	SCHMIDT, HOLLY	0.00	1,550.00		
11/04/2025	CR	27179			HOSA - Jams & Salsa Sales	SCHMIDT, HOLLY	0.00	1,764.00		
11/06/2025	CR	27184			HOSA - Jams & Salsa Sales	SCHMIDT, HOLLY	0.00	588.00		
11/12/2025	CR	27209			HOSA - Soda Shack	SCHMIDT, HOLLY	0.00	401.00		
11/12/2025	CR	27209			HOSA - Soda Shack	SCHMIDT, HOLLY	0.00	270.00		
11/14/2025	CR	27216			HOSA - Soda Shack	SCHMIDT, HOLLY	0.00	500.00		
11/14/2025	CR	27221			HOSA - Jams & Salsa Sales	SCHMIDT, HOLLY	0.00	20.00		
11/28/2025	CR	27262			CHECK WAS RETURNED BY THE BANK FOR AMOUN	DIAZ, KERRY M	0.00	(30.00)		
06 760 789			HOSA			*Current Activity				5,063.00
*Ending Balance:							0.00	5,063.00	0.00	16,605.31
06 760 791			KIDS ON THE RUN			*Previous Balance				741.86
*Ending Balance:							0.00	0.00	0.00	741.86
06 760 792			DR SEUSS READING GROUP			*Previous Balance				303.00
*Ending Balance:							0.00	0.00	0.00	303.00
06 760 793			IMAGINATION LIBRARY			*Previous Balance				3,148.48
*Ending Balance:							0.00	0.00	0.00	3,148.48
06 760 794			COLLEGE & CAREER WEEK SCHOLARHIPS			*Previous Balance				1,113.00
*Ending Balance:							0.00	0.00	0.00	1,113.00

Activity Fund Balance Report - Detail - Exclude Encumbrances

11/2025 - 11/2025

Regular; Beginning Month 11/2025; Processing Month 11/2025; Accounts to Include Accounts with Activity; Fund Number 06

Fund: 06 STUDENT ACTIVITY FUND

<u>Chart of Account Number</u>		<u>Chart of Account Description</u>		<u>Entity Name</u>	<u>Expenses</u>	<u>Revenues</u>	<u>Balance Change</u>	<u>Balance</u>
<u>Entry Date</u>	<u>JR</u>	<u>Reference #</u>	<u>Check Acct</u>	<u>Check #</u>	<u>Description</u>			
06 760 795					KATHERINE KLEEMANN EDUCATION SCHOLARSHIP			2,100.00
					*Previous Balance			
					*Ending Balance:	0.00	0.00	2,100.00
06 760 796					FEREBEE SCHOLARSHIP			600.00
					*Previous Balance			
					*Ending Balance:	0.00	0.00	600.00
06 760 798					MINION MENTORING SCHOLARSHIP			344.12
					*Previous Balance			
					*Ending Balance:	0.00	0.00	344.12
					Fund Total: 06	34,664.07	58,455.99	422,105.99

D. Open Enrollment & Tuition Agreements

December 2025

Open Enrollment Applications:

1. Noble Bad Hand, Gr 3, Mandaree

Tuition Agreements:

1. Noble Bad Hand, Gr 3, Mandaree

E. Administrator Reports

Killdeer Activities December Board Report-

Killdeer

Scheduling for 26-27 has begun and high school volleyball and football schedules are complete. I am concerned with our potential varsity football numbers so I am looking at maybe having a bye in our schedule. JH VB and EBBB will be the next to be done. JHVB is 95 percent done right now.

Thank you to the fall coaches for all activities for a job well done. We had to scramble to hire most of our Elementary coaches, but they did a good job. I am thankful they stepped up to coach so the kids could have a season.

I took part in the facilities strategic planning meeting. I made the committee aware of the issues with the football complex. The two notable issues with the football complex are the turf (especially the mid field area, the end zones, and other low spots in turf) and the bleachers (crumbling stucco and start of some fracturing in cinder blocks). The turf is also at what would be a normal life span for turf in our area.

Officials' shortages are real for winter sports. Expect some dates to change, especially for basketball games.

Work has begun on preparation and to start to recruit workers for our NDHSAA hosted tournaments in late winter season. We host B boys wrestling and B Boys region basketball in Killdeer in February and March.

We have a lot of new workers at our KPS events. I am very appreciative of all the staff, faculty and community members that have stepped up to work our events. Jenni Wallace deserves special recognition for all the work she does for the activity department.

I have had one meeting with the new park and rec director and will continue to meet every two weeks concerning potential programming and partnership of school and park and rec for our kids in Killdeer. Any concrete ideas will be brought to the superintendent and the board before any action is taken.

NDHSAA-

Nothing else as of now to report for the NDHSAA and NDIAAA. There will be meetings in January of both boards so will have updates in the February Board Report

December 2025 Board Report - Elementary

Killdeer School Board Report December 2025

Enrollment

Current enrollment stands at 355 students. Our largest grade-level cohorts continue to be Kindergarten (50 students), Third Grade (50 students), and Fifth Grade (50 students). These steady numbers provide strong instructional groups and help guide future planning for staffing and resources.

Lego Robotics Program

Our Lego Robotics program has now been running for about a month. We again have two competitive teams, and interest continues to grow each year. Students are highly engaged, and the coaches report strong participation and enthusiasm.

Literacy Night – December 1st

We held our annual Literacy Night on December 1st. Students and families attended to decorate cookies and write letters to Santa. The event was once again a tremendous success, drawing a great turnout and positive feedback. This has become a tradition we are proud of and plan to maintain in future years.

K–3 Christmas Concert

The K–3 Christmas Concert is scheduled for Monday, December 8th. Students and music staff have been working hard in preparation, and we anticipate another enjoyable community event. A special thank you goes out to Mrs. Hager for all her work on making this a wonderful way to kick off the Christmas Season

Staffing and Observations

Our new teachers have settled in very well and are doing an excellent job in their classrooms. Formal teacher observations began this week and will continue through March, allowing us to provide support, feedback, and professional growth opportunities.

Four-Day School Week Exploration

Mr. Wilz and I visited Alexander and Turtle Lake to gather information and discuss their experiences with a four-day school week. We have been attempting to connect with Mandaree as well, but scheduling has been challenging. We will continue our efforts to visit and learn from their model.

December Elementary Dress-Up Month

The Elementary is celebrating the entire month of December as a dress-up month, and

students have been enjoying the themed days and festive atmosphere throughout the building.

Community Note

As of the writing of this report, the Colorado Avalanche are 7.5 games ahead of the Edmonton Oilers.

Superintendent Board Report

December

Busing & Snow Removal

Cautiously Optimistic describes how the winter season is coming along. We had our first “cold snap” but it wasn’t severe. Cold enough to plug buses in and wonder if we had the winter mix in the tanks. The first snowstorm came with more than anticipated snow. A&J Oil Field services were able to get to what we couldn’t and did a nice job clearing snow and getting sand and salt down. The snow after the Thanksgiving Holiday was significant, but it came during the weekend, so we had time to get it handled. It has become evident how important it is to mark where the curbs are. They are solid and it causes one to stop quickly if one is hit. I may or may not know this from experience

Governance Committee

The governance committee (Mrs. Bohmbach & Mrs. Schollmeyer) reviewed eight policies on December 3rd and did a great job coming prepared and having good discussion. There is a lot that goes into updating policies. There is a lot of prep work that gets done before the Governance Committee sees the policy. Mrs. Zastoupil has done a great job looking into the list from NDSBA that includes changes due to legislation. She did a lot of redline editing before the meeting and then they were loaded into BoardBook for the Governance subcommittee meeting and then loaded into BoardBook again for the regular meeting. It is a process, but the work is important, and it forces us to update and manage this important aspect of running a school district.

Phase II of Renovations

On Monday after Thanksgiving, a quick phone conversation with ICON and Kraus-Anderson precipitated another meeting with Lowry Engineering and ICON later that afternoon. We finalized a couple of conceptual items with the parking lot. The goal was to wrap up the drawings with ICON so Mike Barsness from Kraus could get pricing together. There will be add alternates and decisions will need to be made about what stays in the budget and what will be scratched. The Facilities sub-committee met on December 3rd including Mrs. Dutchuk and Mrs. Hardersen, and they are familiar with the budget. The Capital Outlay budget that will be created for approval in January will be impacted by the scope of the renovation of the parking lot. There is information forthcoming.

Appraisal for Parcel

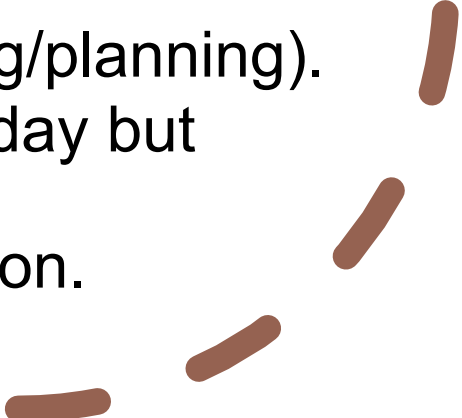
Policy IAD – Disposal of School Real Estate has been updated, and we are proceeding. We have not heard from the appraiser since I reached out to him before the November meeting. We are in a holding pattern in regard to this issue.

4. Superintendent's Board Report
5. Public Comment
6. Program: Principals Presenting on a 4-Day School Week

Killdeer Four Day School Week Plan



Alexander School Visit

- 151 Student Contact Days
 - Friday Plan
 - Offer every Friday for students to come in.
 - 3 hours of intervention/homework help.
 - Rest of the day enrichment/STEM/Projects
 - 5-10 teachers plus paras (paid above their contract).
 - Voluntary for students.
 - Run School buses every Friday.
 - Teacher thoughts
 - Enjoy the 4-day work week.
 - Feel like they have time (grading/planning).
 - Students hit their max by Thursday but rejuvenated by Monday.
 - Teacher recruitment from Williston.
- 

Turtle Lake- Mercer School Visit

- 150 Student Contact Days
- Friday Plan
 - Only open 1 Friday per month.
 - All teachers required to be there that one Friday.
 - Enrichment and Intervention on this Friday.
 - Students sign up for a 30-minute block of time with the teacher.
 - No bussing offered on the one Friday per month.
- Teacher Thoughts
 - Morale has increased.
 - Teachers love the one Friday per month (time to work).
 - Teacher recruitment from Mandan.



Drop Off and Start Times

- High School
 - School Day = 8:02am – 3:45pm
 - Bus Drop Off AM = 7:35am
 - 58-minute class periods (52 currently)
- Elementary
 - School Day = 8:10am – 3:30 pm
 - Bus Drop Off AM = 7:45am

Student Contact Days/Hours

KPS Currently has 171 student contact days

- Elementary Currently has 1060.25 student contact hours.
- High School currently has 1,098.37 student contact hours.

If KPS transitioned to a 151-day calendar and added 45 minutes to each day, the student contact hours would be:

- Elementary 1,057 student contact hours.
- High School 1,090.22 student contact hours per day.

2026-2027 School Event Calendar

Killdeer Public School

2026-2027 School Year



School
Calendar
(154
contact
days)

August 2026

Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

August 9 Days

- Football Starts
- Volleyball Starts
- 12&13 Teacher In-Service
- 17 First Day of School

September 2026

Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

September 18 Days

- 4 Enrichment & Intervention Day
- 7 Labor Day (No School)
- 11 School in Session

October 2026

Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

October 17 Days

- 2 Enrichment & Intervention Day
- 15 End of 1st Quarter
- 23 Teacher In-Service

November 2026

Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

November 16 Days

- 6 Enrichment & Intervention Day
- 11 Veterans Day (No School)
- 13 School in Session
- 26 Thanksgiving

December 2026

Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

December 11 Days

- 4 Enrichment & Intervention Day
- 24 Christmas Eve
- 25 Christmas Day
- 31 New Year's Eve

January 2027

Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

January 16 Days

- 1 New Year's Day
- 8 Enrichment & Intervention Day

February 2027

Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

February 16 Days

- 5 Enrichment & Intervention Day

March 2027

Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

March 18 Days

- 5 Enrichment & Intervention Day
- 26 Good Friday
- 29 Easter Monday

April 2027

Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

April 18 Days

- 2 School in Session
- 9 Enrichment & Intervention Day
- 23 Teacher In-Service

May 2027

Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

May 15 Days

- 7 Enrichment & Intervention Day
- 26 Last Day of School 1:30 Dismissal
- 30 Graduation Day
- 31 Memorial Day

Note: 184 Teacher Contract Days ** current set is 170
 * Goal - 154 Student Contact Days, 3 Mandated Vacation
 4 Teacher In-Service Days, 9 Enrichment & Intervention Days
 Teacher In-Service Dates -
 In-Lieu of Dates
 Mandated Vacation Days - Labor Day, Veteran's Day, Good Friday

Paraprofessional Hours

Elementary

- 7:45am – 3:45pm
- 8 hours * 4 days = 32 hours per week



High School

- 7:45am – 4:00pm
- 8 hours 15 minutes * 4 days = 33 hours per week



Every Friday Plan (Option 1)

Run buses on the off day

- Students would arrive at 8:00 am on the off day and breakfast would be available to those who need it.
 - At 8:30 students would start working through three stations that would be manned by paras and overseen by at least 1 teacher. The stations would involve: Capturing Kids Hearts, Art, and PE.
 - Students would be put into 3 groups and work through a 45-minute rotation:
 - 8:30 – 9:15
 - 9:20 – 10:05
 - 10:10 – 10:55
 - 11:00 – 11:30 Lunch
 - 11:30 – Dismiss for the day.
 - **JH/HS students assist with elementary rotations.**
 - **Could offer homework help for JH/HS students but cannot guarantee the teacher they need will be there.**
- 
- 

One Friday a Month Plan (Option 2)

- School would be open to students the 1st Friday of every month.
- All teachers will be in the building.
- Teacher would have staff meetings for 8:00am – 8:30am.
- Students in grades K-12 can sign up for a 30-minute time slot with their teachers to receive academic help.
 - Can sign up for multiple if needed
 - Sign up for time slots between 9:00am-3:00pm
 - Sign up is done electronically
- Parents/Guardians are responsible for getting their student to the school on Fridays.
- Clubs and organizations can meet on Fridays.
- Students needing meals for Fridays will be provided them Thursday at school.
- Discussion with the City Parks and Rec about Friday activities for children.

7. Unfinished Business

A. Policy IAD - Sale of District Real Property

MEMBER REQUESTED

IAD - DISPOSAL OF SCHOOL REAL ESTATE

When the Board determines that any real property is no longer needed for school purposes, the Board shall cause an appraisal to be made prior to the sale of the property. A professional appraiser shall do the appraisal.

The Board may advertise for bids or may sell the property outright at a public sale. If bids are requested and none are received, then the property may be sold at a private sale. Real property belonging to the Killdeer Public School District shall be sold for no less than the fair market value unless the sale would fall under the exception contained in NDCC 15.1-12-19. The Board may hire a broker and may pay the broker from the proceeds of the sale.

End of Killdeer School District #16 Policy IAD.....Adopted: 03/11/15

IAD--DISPOSAL OF SCHOOL REAL ESTATE

RECOMMENDED

IAD - SALE OF DISTRICT REAL PROPERTY

Purpose

The purpose of this policy is to establish guidelines and procedures for the sale of real property owned by the [Name of District]. This policy aims to ensure transparency, accountability, and the responsible management of District assets while complying with all relevant laws and regulations.

Definitions

For the purposes of this policy:

- *Real Property* is land, buildings, structures, and other permanent improvements owned by the District.
- *Appraisal* is a valuation of real property by the estimate of an authorized person.
- *Public Sale* is a sale conducted openly through auction or sheriff's sale. Usually, public notice and advertisement are made before the sale as notice to general public. In a public auction sale there will be competitive bidders and the real property is sold to the highest bidder.
- *Fair Market Value* is the most probable price that real property can be sold for in the open market by a willing seller to a willing buyer, neither acting under compulsion and both exercising reasonable judgement. Given these conditions, an asset's fair market value should represent accurate valuation or assessment of its worth.

Property Valuation

Prior to the sale of district real property, the District shall obtain a professional appraisal of the real property to determine its value. The appraisal shall be conducted by a certified appraiser with experience in valuing real estate in the local market. The District may also consider obtaining multiple appraisals to ensure an accurate valuation. Real property belonging to the District shall be sold for no less than the fair market value unless the sale would fall under the exception contained in NDCC 15.1-12-19 or another lawful exception. The [Board President] [and/or] [Superintendent] may hire a broker to assist with the sale and pay the broker from the proceeds of the sale.

Board Approval

The sale of any real property owned by the District shall require the approval of the Board. The Board shall review the appraisal(s) and any other relevant information before making a decision on the sale. The Board shall make a final determination on whether to proceed with the sale of the real property after considering all relevant factors, including educational needs, financial considerations, and community feedback.

Competitive Bidding

The Board may advertise for bids or may sell the real property outright at a public sale. All potential buyers shall be invited to submit sealed bids in accordance with the District's bidding procedures. The bid process shall be transparent, and all bids shall be opened publicly, with the winning bid being awarded to the highest responsible bidder. If bids are requested and none are received, then the real property may be sold at a private sale.

Private Sale

If the Board determines competitive bidding is not necessary, the real property may be sold at a private sale. The Board may determine competitive bidding is not necessary due to:

- The use of the real property;
- The location of the real property;
- The characteristics of the real property;
- The value of the real property;
- The existence of a potential buyer;

- Other relevant factors deemed relevant by the Board.

Terms and Conditions of Sale

The terms and conditions of the sale shall be established in a written agreement, subject to the approval of the Board. The agreement shall include, at a minimum, the purchase price, payment terms, closing date, and any conditions or contingencies. The District shall ensure that all legal requirements, including environmental assessments and zoning approvals, are met before completing the sale.

Use of Sale Proceeds

The proceeds from the sale of real property shall be deposited into the District's **[general fund] [building fund]**.

Compliance with Applicable Laws

The District shall comply with all federal, state, and local laws and regulations governing the sale of real property. The District may seek legal counsel to ensure compliance with all legal requirements.

Recordkeeping

The District shall maintain records of all transactions related to the sale of real property, including appraisals, bids, agreements, and financial transactions, in accordance with applicable record retention policies. The District shall also contact the appropriate county recorder(s) to ensure the sale of the real property is properly recorded.

**End of [Name of District] Policy IAD..... Adopted:
[09/24]**

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IAD--DISPOSAL OF SCHOOL REAL ESTATE

RECOMMENDED

IAD - SALE OF DISTRICT REAL PROPERTY

Purpose

The purpose of this policy is to establish guidelines and procedures for the sale of real property owned by the **[Name of District]** Killdeer School District. This policy aims to ensure transparency, accountability, and the responsible management of District assets while complying with all relevant laws and regulations.

Definitions

For the purposes of this policy:

- *Real Property* is land, buildings, structures, and other permanent improvements owned by the District.
- *Appraisal* is a valuation of real property by the estimate of an authorized person.
- *Public Sale* is a sale conducted openly through auction or sheriff's sale. Usually, public notice and advertisement are made before the sale as notice to general public. In a public auction sale there will be competitive bidders and the real property is sold to the highest bidder.
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Property Valuation

Prior to the sale of district real property, the District shall obtain a professional appraisal of the real property to determine its value. The appraisal shall be conducted by a certified appraiser with experience in valuing real estate in the local market. The District may also consider obtaining multiple appraisals to ensure an accurate valuation. Real property belonging to the District shall be sold for no less than the fair market value unless the sale would fall under the exception contained in NDCC 15.1-12-19 or another lawful exception. The **[Board President]** **[and/or]** **[Superintendent]** may hire a broker to assist with the sale and pay the broker from the proceeds of the sale.

Board Approval

The sale of any real property owned by the District shall require the approval of the Board. The Board shall review the appraisal(s) and any other relevant information before making a decision on the sale. The Board shall make a final determination on whether to proceed with the sale of the real property after considering all relevant factors, including educational needs, financial considerations, and community feedback.

Competitive Bidding

The Board may advertise for bids or may sell the real property outright at a public sale. All potential buyers shall be invited to submit sealed bids in accordance with the District's bidding procedures. The bid process shall be transparent, and all bids shall be opened publicly, with the winning bid being awarded to the highest responsible bidder. If bids are requested and none are received, then the real property may be sold at a private sale.

Private Sale

If the Board determines competitive bidding is not necessary, the real property may be sold at a private sale. The Board may determine competitive bidding is not necessary due to:

- The use of the real property;
- The location of the real property;
- The characteristics of the real property;
- The value of the real property;
- The existence of a potential buyer;

- Other relevant factors deemed relevant by the Board.

Terms and Conditions of Sale

The terms and conditions of the sale shall be established in a written agreement, subject to the approval of the Board. The agreement shall include, at a minimum, the purchase price, payment terms, closing date, and any conditions or contingencies. The District shall ensure that all legal requirements, including environmental assessments and zoning approvals, are met before completing the sale.

Use of Sale Proceeds

The proceeds from the sale of real property shall be deposited into the District's [general fund] and/or [building fund].

Compliance with Applicable Laws

The District shall comply with all federal, state, and local laws and regulations governing the sale of real property. The District may seek legal counsel to ensure compliance with all legal requirements.

Recordkeeping

The District shall maintain records of all transactions related to the sale of real property, including appraisals, bids, agreements, and financial transactions, in accordance with applicable record retention policies. The District shall also contact the appropriate county recorder(s) to ensure the sale of the real property is properly recorded.

End of [Name of District] Killdeer School District #16 Policy

IAD..... Adopted:

[09/24]12/10/25

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IAD--DISPOSAL OF SCHOOL REAL ESTATE

RECOMMENDED

IAD - SALE OF DISTRICT REAL PROPERTY

Purpose

The purpose of this policy is to establish guidelines and procedures for the sale of real property owned by the **Killdeer Public School District**. This policy aims to ensure transparency, accountability, and the responsible management of District assets while complying with all relevant laws and regulations.

Definitions

For the purposes of this policy:

- *Real Property* is land, buildings, structures, and other permanent improvements owned by the District.
- *Appraisal* is a valuation of real property by the estimate of an authorized person.
- *Public Sale* is a sale conducted openly through auction or sheriff's sale. Usually, public notice and advertisement are made before the sale as notice to general public. In a public auction sale there will be competitive bidders and the real property is sold to the highest bidder.
- *Fair Market Value* is the most probable price that real property can be sold for in the open market by a willing seller to a willing buyer, neither acting under compulsion and both exercising reasonable judgement. Given these conditions, an asset's fair market value should represent accurate valuation or assessment of its worth.

Property Valuation

Prior to the sale of district real property, the District shall obtain a professional appraisal of the real property to determine its value. The appraisal shall be conducted by a certified appraiser with experience in valuing real estate in the local market. The District may also consider obtaining multiple appraisals to ensure an accurate valuation. Real property belonging to the District shall be sold for no less than the fair market value unless the sale would fall under the exception contained in NDCC 15.1-12-19 or another lawful exception. The Board President and/or Superintendent may hire a broker to assist with the sale and pay the broker from the proceeds of the sale.

Board Approval

The sale of any real property owned by the District shall require the approval of the Board. The Board shall review the appraisal(s) and any other relevant information before making a decision on the sale. The Board shall make a final determination on whether to proceed with the sale of the real property after considering all relevant factors, including educational needs, financial considerations, and community feedback.

Competitive Bidding

The Board may advertise for bids or may sell the real property outright at a public sale. All potential buyers shall be invited to submit sealed bids in accordance with the District's bidding procedures. The bid process shall be transparent, and all bids shall be opened publicly, with the winning bid being awarded to the highest responsible bidder. If bids are requested and none are received, then the real property may be sold at a private sale.

Private Sale

If the Board determines competitive bidding is not necessary, the real property may be sold at a private sale. The Board may determine competitive bidding is not necessary due to:

- The use of the real property;
- The location of the real property;
- The characteristics of the real property;
- The value of the real property;
- The existence of a potential buyer;

- Other relevant factors deemed relevant by the Board.

Terms and Conditions of Sale

The terms and conditions of the sale shall be established in a written agreement, subject to the approval of the Board. The agreement shall include, at a minimum, the purchase price, payment terms, closing date, and any conditions or contingencies. The District shall ensure that all legal requirements, including environmental assessments and zoning approvals, are met before completing the sale.

Use of Sale Proceeds

The proceeds from the sale of real property shall be deposited into the District's general fund and building fund.

Compliance with Applicable Laws

The District shall comply with all federal, state, and local laws and regulations governing the sale of real property. The District may seek legal counsel to ensure compliance with all legal requirements.

Recordkeeping

The District shall maintain records of all transactions related to the sale of real property, including appraisals, bids, agreements, and financial transactions, in accordance with applicable record retention policies. The District shall also contact the appropriate county recorder(s) to ensure the sale of the real property is properly recorded.

End of Killdeer School District #16 Policy IAD..... Adopted: 12/10/25

8. New Business

A. Consider Additional December Bills

Detail Check Register

12/09/2025 1:05 PM

Posted; Batch Description CKS 12.9.25-0001; Fund Number 01, 03

User ID: KMD

Checking Account: 1

Fund 01

Check Number:	Check Type:	Check Date:	Vendor:		Check Total:
1531	Automatic Payment	12/09/2025	JPMORGAN	JP MORGAN CHASE BANK NA	2,949.74
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
20251209	12/09/2025	POELEM-04132	DIESEL FOR FFA TRIP TO INDIANA	01 000 000 000 2700 627	314.92
20251209	12/09/2025	POELEM-04132	DIESEL FOR FFA TRIP TO INDIANA	01 000 000 000 2700 627	253.12
20251209-0001	12/09/2025	POELEM-04133	STAY AT THE MARRIOTT IN INDIANA	01 000 000 310 1000 580	1,849.68
20251209-0001	12/09/2025	POELEM-04133	STAY AT THE COUNTRY INN & SUITES IN MN	01 000 000 310 1000 580	532.02
1532	Automatic Payment	12/09/2025	TMS	TIME MANAGEMENT SYSTEMS INC	185.60
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
350841	12/09/2025	POELEM-04130	ATTENDANCE CONTRACT FOR NOV 2025	01 000 000 000 2500 430	185.60
200806	Check	12/09/2025	AIRGAS	AIRGAS USA, LLC	193.95
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
5520698413	12/09/2025	POELEM-04144	LARGE ARGON	01 000 000 310 1000 611	193.95
200807	Check	12/09/2025	AJOILFIELD	A&J OIL FIELD SOLUTIONS LLC	2,538.78
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
416SVC	12/09/2025	POELEM-04113	SHOP SUPPLIES	01 000 000 000 2700 611	15.50
416SVC	12/09/2025	POELEM-04113	OIL CHANGES FOR BUS 410	01 000 000 000 2700 671	106.00
416SVC	12/09/2025	POELEM-04113	REPAIRS ON BUSES 410, 407, 401	01 000 000 000 2700 673	2,272.28
475SVC	12/09/2025	POELEM-04105	SERVICE CALL - JUMP START	01 000 000 000 2700 673	145.00
200808	Check	12/09/2025	AMAZONCAP	AMAZON CAPITAL SERVICES	76.76
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
13WJ-CNPM-CQ1H	12/09/2025	ELEM-03175	AR-PRO (2-Pack) 10-Inch Solid Rubber Tir	01 000 000 000 2600 611	56.98
13WJ-CNPM-CQ1H	12/09/2025	ELEM-03175	Air Filter Factory Range Hood Filter BPQ	01 000 000 000 2600 611	19.78
200809	Check	12/09/2025	BOSCH	BOSCH LUMBER COMPANY	794.37
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
20251209	12/09/2025	POELEM-04112	FIRRING STRIPS, PINE BOARD	01 000 000 310 1000 611	478.67
20251209	12/09/2025	POELEM-04112	COARSE BLACK DW SCREW	01 000 000 310 1000 611	14.00
20251209	12/09/2025	POELEM-04112	PINE BOARD	01 000 000 310 1000 611	148.96
20251209	12/09/2025	POELEM-04112	PROPANE CYLINDER LPG, FINISH PLYCRYLC WT	01 000 000 310 1000 611	152.74
200810	Check	12/09/2025	BRADYMARTZ	BRADY, MARTZ & ASSOCIATES, P.C.	10,500.00
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
892286	12/09/2025	POELEM-04135	PROGRESS BILLING FOR SERVICES PERFORMED	01 000 000 000 2500 330	10,000.00
892286	12/09/2025	POELEM-04135	TECHNOLOGY AND DATA SECURITY FEE	01 000 000 000 2500 330	500.00
200811	Check	12/09/2025	CITYAIR	CITY AIR MECHANICAL, INC	952.30
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
50769	12/09/2025	POELEM-04138	NEW WATER HEATER LEAKING OUT OF THE BOTT	03 000 000 000 4210 610	952.30

Detail Check Register

Posted; Batch Description CKS 12.9.25-0001; Fund Number 01, 03

Checking Account: 1

Fund 01

Check Number	Check Type	Check Date	Vendor		Check Total
200812	Check	12/09/2025	COLE	COLE PAPERS INC.	1,858.06
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
10652893	12/09/2025	POELEM-04122	DUST MOP, FOAM HAND SOAP	01 000 000 000 2600 611	1,547.86
10652893	12/09/2025	POELEM-04122	FOAM HAND SOAP	01 000 000 000 2600 611	310.20
200813	Check	12/09/2025	CONSOLTEL	CONSOLIDATED TELECOM INC	1,882.42
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
136637	12/09/2025	POELEM-04124	REPLACE EDGE 700 PHONE	03 000 000 000 4220 435	184.00
20251209	12/09/2025	POELEM-04119	NOV 2025 PHONE BILL	01 000 000 000 2600 531	1,698.42
200814	Check	12/09/2025	DAKDUST	DAKOTA DUST-TEX, INC.	107.60
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
0874769	12/09/2025	POELEM-04131	MATS 0874769	01 000 000 000 2600 435	53.80
0874769	12/09/2025	POELEM-04131	MATS 0876196	01 000 000 000 2600 435	53.80
200815	Check	12/09/2025	DAKOCOMM	DAKOTA COMMERCIAL RUGS	394.50
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
L16372	12/09/2025	POELEM-04106	BRUSHES, MOPS	01 000 000 000 2600 435	152.30
L16372	12/09/2025	POELEM-04106	BRUSHES, MOPS, MATS	01 000 000 000 2600 435	242.20
200816	Check	12/09/2025	DENNYS	DENNY'S ELECTRIC & MOTOR REPAIR INC	758.83
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
33755	12/09/2025	POELEM-04127	HS GENERATOR REPAIR	01 000 000 000 2600 450	758.83
200817	Check	12/09/2025	FORTE	FORTE	1,660.00
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
89116424	12/09/2025	ELEM-03043	Fire Alarm testing	01 000 000 000 2600 450	1,660.00
200818	Check	12/09/2025	FUINS	FARMERS UNION INSURANCE	6.00
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
9759801	12/09/2025	POELEM-04141	ADDING FLAGPOLE AND LIGHTS	01 000 000 000 2500 521	6.00
200819	Check	12/09/2025	GRAB	GRAB 'N GO	184.47
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
20251209	12/09/2025	POELEM-04139	BOARD MEETING FOOD	01 000 000 000 2310 290	184.47
200820	Check	12/09/2025	HAGEJILL	JILL HAGER	545.00
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
20251209	12/09/2025	ELEM-03172	Reimbursement for summer drumming class	01 000 000 000 2210 300	545.00
200821	Check	12/09/2025	HINRICHS	HINRICHS SUPER VALU	743.03
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
20251209	12/09/2025	POELEM-04111	TEACHER INSERVICE SUPPLIES	01 000 000 000 2310 290	58.64
20251209	12/09/2025	POELEM-04111	FOOD SUPPLIES	01 000 000 255 1000 611	29.20

Detail Check Register

Posted; Batch Description CKS 12.9.25-0001; Fund Number 01, 03

Checking Account: 1		Fund 01				
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	
20251209	12/09/2025	POELEM-04111	FACS SUPPLIES	01 000 000 340 1000 611	655.19	
Check Number: 200822	Check Type: Check	Check Date: 12/09/2025	Vendor: HOTLUNCH	HOT LUNCH ACCOUNT	Check Total:	462.50
20251209	12/09/2025	POELEM-04126	MILK REIMBURSEMENT - NOV 2025	01 000 000 110 1000 610	226.00	
20251209	12/09/2025	POELEM-04126	MILK REIMBURSEMENT - NOV 2025	01 000 000 120 1000 611	236.50	
Check Number: 200823	Check Type: Check	Check Date: 12/09/2025	Vendor: ICON	ICON ARCHITECTURAL GROUP	Check Total:	12,187.50
20250439	12/09/2025	POELEM-04129	SCHEMATIC DESIGN PHASE 2	03 000 000 000 4220 435	12,187.50	
Check Number: 200824	Check Type: Check	Check Date: 12/09/2025	Vendor: INNOSOL	INNOVATIVE OFFICE SOLUTIONS, LLC	Check Total:	5,583.57
240092	12/09/2025	ELEM-03118	Teams room- includes 65" TV, Camera spea	01 000 000 000 2310 730	2,400.00	
240092	12/09/2025	ELEM-03118	Teams room- includes 65" TV, Camera spea	01 000 000 000 2321 730	2,500.00	
240092	12/09/2025	ELEM-03118	Teams room- includes 65" TV, Camera spea	01 000 000 000 2500 730	683.57	
Check Number: 200825	Check Type: Check	Check Date: 12/09/2025	Vendor: JOHNERI	ERIK JOHNSON	Check Total:	14.00
20251209	12/09/2025	POELEM-04120	CTE TRAVEL REIEMBURSEMENT - NOV 2025	01 000 000 310 1000 580	14.00	
Check Number: 200826	Check Type: Check	Check Date: 12/09/2025	Vendor: LEIEDAV	DAVID LEIER	Check Total:	14.00
20251209	12/09/2025	POELEM-04121	CTE TRAVEL REIEMBURSEMENT - NOV 2025	01 000 000 310 1000 580	14.00	
Check Number: 200827	Check Type: Check	Check Date: 12/09/2025	Vendor: LORESHA	SHANTEL LORENZ	Check Total:	49.00
20251209	12/09/2025	HS-02233	mileage for dickinson northern plains	01 000 000 140 1000 580	49.00	
Check Number: 200828	Check Type: Check	Check Date: 12/09/2025	Vendor: MAGNELEC	MAGNUM ELECTRIC, INC	Check Total:	712.50
114898	12/09/2025	POELEM-04125	INVESTIGATE EXTERIOR SIGNS AT HS	03 000 000 000 4220 435	190.00	
114898	12/09/2025	POELEM-04125	HEAT PUMP DISCONNECT AT ELEM	03 000 000 000 4220 435	522.50	
Check Number: 200829	Check Type: Check	Check Date: 12/09/2025	Vendor: MAXWSKY	SKYLER MAXWELL	Check Total:	76.62
20251209	12/09/2025	ELEM-03174	REIMBURSEMENT FOR FAMILY ENGAGEMENT NIGH	01 000 000 800 3300 611	76.62	
Check Number: 200830	Check Type: Check	Check Date: 12/09/2025	Vendor: MDU	MONTANA DAKOTA UTILITIES CO.	Check Total:	24,736.10
20251209	12/09/2025	POELEM-04137	ELEC ATHLETIC FIELD	01 000 000 000 2600 621	323.32	
20251209	12/09/2025	POELEM-04137	ELEC PORTABLES	01 000 000 000 2600 621	1,024.66	
20251209	12/09/2025	POELEM-04137	ELEC HEATER PLUGINS	01 000 000 000 2600 621	17.43	
20251209	12/09/2025	POELEM-04137	ELEC 101 HIGH ST NW	01 000 000 000 2600 621	8,696.01	

Detail Check Register

Posted; Batch Description CKS 12.9.25-0001; Fund Number 01, 03

Checking Account: 1		Fund 01				
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	
20251209	12/09/2025	POELEM-04137	ELEC 1415 HIGH ST NW	01 000 000 000 2600 621	7,677.44	
20251209	12/09/2025	POELEM-04137	GAS 1415 HIGH ST NW	01 000 000 000 2600 622	4,689.74	
20251209	12/09/2025	POELEM-04137	GAS 101 HIGH ST NW	01 000 000 000 2600 622	2,144.63	
20251209	12/09/2025	POELEM-04137	GAS 1415 HIGH ST NW (GEN)	01 000 000 000 2600 622	162.87	
Check Number: 200831	Check Type: Check	Check Date: 12/09/2025	Vendor: MGM	MGM RURAL SANITATION, LLC	Check Total:	450.72
301371	12/09/2025	POELEM-04140	20 YARD CONTAINER IN OCT	01 000 000 000 2600 450	450.72	
Check Number: 200832	Check Type: Check	Check Date: 12/09/2025	Vendor: NDCEL	NDCEL	Check Total:	275.00
47593	12/09/2025	ELEM-03248	Registration	01 000 000 000 2321 810	275.00	
Check Number: 200833	Check Type: Check	Check Date: 12/09/2025	Vendor: NUVENTO	NUVENTO	Check Total:	900.00
NUV_222170	12/09/2025	POELEM-04136	EDUHEALTH VER 4 - DEC 2025	01 000 000 200 2835 810	900.00	
Check Number: 200834	Check Type: Check	Check Date: 12/09/2025	Vendor: PEARCE	PEARCE DURICK PLLC	Check Total:	783.75
20251209	12/09/2025	POELEM-04143	REGARDING TITLE IX PROCESS	01 000 000 000 2500 330	783.75	
Check Number: 200835	Check Type: Check	Check Date: 12/09/2025	Vendor: RIDDELLALL	RIDDELL ALL AMERICAN SPORTS CORP	Check Total:	10,045.40
20251209	12/09/2025	ELEM-03232	Riddell Invoices	01 000 000 420 3400 890	10,045.40	
Check Number: 200836	Check Type: Check	Check Date: 12/09/2025	Vendor: SCHOOL	SCHOOL SPECIALTY, LLC	Check Total:	341.90
308104826292	12/09/2025	POELEM-04134	GLASS BEAKERS, GRADUATED CYLINDERS, TEST	01 000 000 310 1000 611	341.90	
Check Number: 200837	Check Type: Check	Check Date: 12/09/2025	Vendor: SHREDND	SHRED ND	Check Total:	94.60
19237	12/09/2025	POELEM-04115	2 265 GAL DEFENDER SERIES	01 000 000 000 2500 430	94.60	
Check Number: 200838	Check Type: Check	Check Date: 12/09/2025	Vendor: SIMMJEF	JEFF SIMMONS	Check Total:	819.40
20251209	12/09/2025	ELEM-03169	2 LUNCHES IN ND @ 14.00	01 000 000 000 2700 580	28.00	
20251209	12/09/2025	ELEM-03169	1 DINNER @ 33.00, 1 BREAKFAST @20.00, 1	01 000 000 000 2700 580	75.00	
20251209	12/09/2025	ELEM-03169	1 DINNER @ 28.00, 1 BREAKFAST @ 16.00, 1	01 000 000 000 2700 580	63.00	
20251209	12/09/2025	ELEM-03169	3 BREAKFAST @ 20.00, 4 DINNERS @ 33.00,	01 000 000 000 2700 580	258.00	
20251209	12/09/2025	ELEM-03169	1 BREAKFAST @ 23.00 IN MN	01 000 000 000 2700 580	23.00	
20251209-0001	12/09/2025	ELEM-03179	Drove car to pick up driver after dropp	01 000 000 000 2700 580	186.20	
20251209-0001	12/09/2025	ELEM-03179	Drove car to pick up bus driver from Har	01 000 000 000 2700 580	186.20	
Check Number: 200839	Check Type: Check	Check Date: 12/09/2025	Vendor: SMART	SMART COMPUTERS	Check Total:	8,493.00

Detail Check Register

Posted; Batch Description CKS 12.9.25-0001; Fund Number 01, 03

Checking Account: 1

Fund 01

<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
17-50554	12/09/2025	ELEM-03247	Lenovo Thinkbook 16 G7 To uch Screen for	01 000 000 120 1000 611	333.00
17-50554	12/09/2025	ELEM-03247	Lenovo Thinkbook 16 G7 To uch Screen for	01 000 000 130 1000 611	333.00
17-50554	12/09/2025	ELEM-03247	Lenovo Thinkbook 16 G7 To uch Screen for	01 000 000 140 1000 611	333.00
17-50663	12/09/2025	POELEM-04114	MONTHLY BILLING FOR JAN 2026	01 000 000 000 2225 490	7,494.00
Check Number: 200840	Check Type: Check	Check Date: 12/09/2025	Vendor: VALUATIONS	VALUATIONS NORTHWEST INC	Check Total: 125.00
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
20251209	12/09/2025	POELEM-04142	ANNUAL LICENSE FEE FOR 2025	01 000 000 000 2500 330	125.00
Check Number: 200841	Check Type: Check	Check Date: 12/09/2025	Vendor: WESTCHOICE	WESTERN CHOICE COOPERATIVE	Check Total: 8,752.03
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
20251209	12/09/2025	POELEM-04109	OIL FILTER WRENCH, CO ALARM BATTERY BACK	01 000 000 000 2600 611	474.46
20251209	12/09/2025	POELEM-04109	MAINT. GAS	01 000 000 000 2600 626	188.70
20251209	12/09/2025	POELEM-04109	MAINT DIESEL	01 000 000 000 2600 627	112.23
20251209	12/09/2025	POELEM-04109	TRANSPORTATION DIESEL	01 000 000 000 2700 627	196.02
20251209	12/09/2025	POELEM-04109	SANDING DISCS	01 000 000 310 1000 611	46.94
20251209	12/09/2025	POELEM-04109	STRAPPING GALV, HARDWARE	03 000 000 000 4210 610	19.78
20251209-0001	12/09/2025	POELEM-04110	POWER BLAST WINDSHIRLD WASH	01 000 000 000 2700 611	12.47
20251209-0001	12/09/2025	POELEM-04110	TRANSPORTATION GAS	01 000 000 000 2700 626	326.45
20251209-0001	12/09/2025	POELEM-04110	TRANSPORTATION DIESEL	01 000 000 000 2700 627	7,374.98
Check Number: 200842	Check Type: Check	Check Date: 12/09/2025	Vendor: WESTRI	WEST RIVER STUDENT SERVICES	Check Total: 22,495.46
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
20251209	12/09/2025	POELEM-04116	NOV 2025 OCCUPATIONAL THERAPY SERVICES (01 000 000 255 1000 430	3,061.00
20251209	12/09/2025	POELEM-04116	LEASED CAR	01 000 000 255 1000 580	60.50
20251209	12/09/2025	POELEM-04116	GAS	01 000 000 255 1000 580	17.51
20251209	12/09/2025	POELEM-04116	ANNUAL CELL PHONE REIMBURSEMENT	01 000 000 255 1000 580	28.58
20251209-0001	12/09/2025	POELEM-04117	NOV 2025 SPEECH SERVICES (JESSICA BUCKMA	01 000 000 255 1000 430	12,064.56
20251209-0001	12/09/2025	POELEM-04117	NOV 2025 SPEECH PARA SERVICES (BECKY BIN	01 000 000 255 1000 430	5,720.78
20251209-0001	12/09/2025	POELEM-04117	GAS	01 000 000 255 1000 580	149.43
20251209-0001	12/09/2025	POELEM-04117	CAR MAINTENANCE	01 000 000 255 1000 580	98.00
20251209-0001	12/09/2025	POELEM-04117	ANNUAL CELL PHONE REIMBURSMENT	01 000 000 255 1000 580	200.00
20251209-0001	12/09/2025	POELEM-04117	GAS	01 000 000 255 1000 580	117.19
20251209-0001	12/09/2025	POELEM-04117	ANNUAL CELL PHONE REIMBURSMENT	01 000 000 255 1000 580	200.00
20251209-0002	12/09/2025	POELEM-04118	NOV 2025 TEACHER OF THE HEARING IMPAIRED	01 000 000 255 1000 430	706.00
20251209-0002	12/09/2025	POELEM-04118	LEASED CAR	01 000 000 255 1000 580	31.00
20251209-0002	12/09/2025	POELEM-04118	CAR MAINTENANCE	01 000 000 255 1000 580	15.91
20251209-0002	12/09/2025	POELEM-04118	ANNUAL CELL PHONE REIMBURSEMENT	01 000 000 255 1000 580	25.00

Detail Check Register

Posted; Batch Description CKS 12.9.25-0001; Fund Number 01, 03

Checking Account: 1

Fund 01

*Denotes Expensed Invoice Item

Checking Account ID: 1

Total without Voids: 123,743.46

B. Consider Rescinding Policy BCBA - Public Participation At Board Meetings

RECOMMENDED

BCBA - PUBLIC PARTICIPATION AT BOARD MEETINGS

Meetings of the Board are conducted for the purpose of carrying on the business of the schools, and therefore are not public meetings but meetings held in public. Although there is no legal requirement that the public be given an opportunity to speak at board meetings, it will be the policy of this board to afford that opportunity in accordance with the following procedures.

Public Participation

Only items on the published board agenda will be discussed at any meeting of the Board, unless the Superintendent or a board member requests an addition to the agenda of a regular meeting and the board members present approve in accordance with board policy. Members of the public who wish to make formal presentations before the Board shall make request in advance in accordance with the board's agenda setting policy.

The Board may allot a time for general public comment on the regular meeting agenda. When the Board agrees to do this, no individual may speak more than once. When public comment has been permitted, the speaker should:

1. Stand during the appropriate period and be recognized by the presiding officer.
2. State name and address for the minutes.
3. Limit comments to no more than five minutes, unless the presiding officer waives the time limit.

Groups will be urged to designate a spokesperson. When there is a large number of speakers to be heard or if pressure of business or other circumstances dictate, the presiding officer may decide to shorten the length of time allowed each speaker and/or limit the total time to be devoted to public comment.

Complaints

The Board has adopted policies governing patron complaints. The public is required to seek redress through these policies. The public will be prevented from commenting on a topic if it is:

1. Governed by a district complaint policy if and the complainant has not followed the procedure contained in policy and/or the policy prohibits the public from bringing the complaint before the Board.
2. Concerns a topic that is prohibited by law from disclosure to the public (e.g., student's educational record).

Conduct and Remarks Out of Order

Undue interruption or other interference with the orderly conduct of board business cannot be allowed. Defamatory or abusive remarks are always out of order. The presiding officer may terminate the speaker's privilege of address if, after being called to order, s/he persists in improper conduct or remarks. Furthermore, any individual who is persistently disruptive of a school board meeting may be removed from that meeting by order of the presiding officer.

RECOMMENDED

Questions and Comments by Board and District Administrator

Board members and the district administrator may question a speaker or make comments in response to the speaker's remarks.

Discussion of a Motion

When a motion is before the Board, discussion will be limited to board members and the administration except as the Chairman requests information.

Complementary Documents

- BCAA, Board Meeting Agenda & Pre-Meeting Preparation
- FGA, Student Education Records and Privacy
- GAAC, Review & Complaints About Instructional & Resource Material
- GAAC-BR, Procedure for Reviewing Complaints About Instructional/ Resource Material
- KACA, Patron Complaints
- KACB, Complaints about Personnel
- KACB-E, Patron Complaint Form

End of Killdeer School District #16 Policy BCBA.....Amended: 02/23/16

REQUIRED

BCBA - PUBLIC PARTICIPATION AT BOARD MEETINGS

Meetings of the Board are conducted for the purpose of carrying on the business of the schools and, therefore are not public meetings, but meetings held in public.

Public Comment - Regular Board Meetings

The Board must give individual members of the public the opportunity to provide comments at every regular meeting of the Board. Therefore, the Board shall include an agenda item for public comment on each regular meeting agenda. An individual providing comment at a meeting shall provide to the governing body in writing the individual's name and address. The individual's address is an exempt record but will be maintained by the District. The presiding officer shall introduce the public comment agenda item and request that any members of the public wanting to provide public comment may stand (as able) during the agenda item, be recognized, and provide their name for the Board meeting minutes.

[NOTE: Districts should review each item on the list below before adopting the optional language. Remove this note prior to adoption.]

[OPTIONAL:] The following rules and limitations apply during the public comment agenda item:

1. Time for the public comment period is limited to **{ 15 }** minutes.
2. Time per speaker is limited to **{ 3 }** minutes.
3. Public comment is limited by agenda topic, to the agendas of the current and **{ at least one }** preceding Board meeting.
4. Public comment must be pertinent to the school district.
5. Public comment may not interfere with the orderly conduct of the regular Board meeting.
6. Public comment may not be defamatory, abusive, harassing, or unlawful.
7. Public comment may be prohibited if:
 - a. An alternative procedure exists to bring that particular type of public comment before the public entity,
 - b. The public comment includes confidential or exempt information, or
 - c. The public comment is otherwise prohibited by law.

Groups will be urged to designate a spokesperson. Notwithstanding the rules and limitations above, when there is a large number of public speakers to be heard, or if pressure of business or other circumstances dictate, the presiding officer may shorten the length of time allowed for each speaker and/or limit the total time to be devoted to public comment.]

Conduct and Remarks Out of Order

Undue interruption or other interference with the orderly conduct of Board business will not be allowed. Defamatory, abusive, harassing, or unlawful remarks are always out of order. The presiding officer may terminate the speaker's privilege of address if, after being called to order, s/he persists in improper conduct or remarks. Furthermore, any individual who is persistently disruptive of a school board meeting may be removed from that meeting by order of the presiding officer

Public Presentations/Separate Agenda Items

Only items on the published board agenda will be discussed at any meeting of the Board, unless the Superintendent or a board member requests an addition to the agenda of a regular meeting and the board members present approve in accordance with Board policy. Members of the public who wish to be added as a separate agenda item and make formal presentations before the Board shall make requests in advance in accordance with the board's agenda setting policy.

Complaints

The Board has adopted policies governing patron complaints. The public is required to seek redress through these policies. The public will be prevented from commenting on a topic if it:

1. Is governed by a district complaint policy and the complainant has not followed the procedure contained in policy and/or the policy prohibits the public from bringing the complaint before the Board. This includes, but is not limited to, complaints about personnel and complaints about instructional/resource materials.
2. Includes confidential or exempt information (e.g., student's educational record), or concerns a topic that is otherwise prohibited by law from disclosure to the public.

Questions and Comments by Board and District Administrator

[OPTION 1: Board members and the district administrator may question a speaker or make comments in response to the speaker's remarks.]

~~-OR-~~

~~**[OPTION 2: The presiding officer or an appropriate member of the administration will answer all pertinent questions verbally or in writing at a later time. There will be no dialogue between board members and the public at board meetings except to clarify the nature of questions or comments.]**~~

Discussion of a Motion

When a motion is before the Board, discussion will be limited to board members **[OPTIONAL: and the Superintendent]** except as the presiding officer requests information.

- BCAA, Board Meeting Agenda and Pre-Meeting Preparation
- BCBA-BR, Rules of Decorum at Board Meetings
- FGA, Student Education Records
- GAAC, Review and Complaints About Instructional and Resource Material
- GAAC-BR, Procedure for Reviewing Complaints About Instructional/Resource Material
- KACA, Patron Complaints
- KACB, Complaints about Personnel
- KACB-E, Patron Complaint Form

End of [Name of District] Policy BCBA Adopted:

~~[07/25]~~12/10/25

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Policy Services members should refrain from sending any NDSBA policy templates outside their District. Districts with policy template requests or questions should contact our office at 1-800-932-8791.

C. Consider Policy BCBA - Public Participation At Board Meetings

RECOMMENDED

BCBA - PUBLIC PARTICIPATION AT BOARD MEETINGS

Meetings of the Board are conducted for the purpose of carrying on the business of the schools, and therefore are not public meetings but meetings held in public. Although there is no legal requirement that the public be given an opportunity to speak at board meetings, it will be the policy of this board to afford that opportunity in accordance with the following procedures.

Public Participation

Only items on the published board agenda will be discussed at any meeting of the Board, unless the Superintendent or a board member requests an addition to the agenda of a regular meeting and the board members present approve in accordance with board policy. Members of the public who wish to make formal presentations before the Board shall make request in advance in accordance with the board's agenda setting policy.

The Board may allot a time for general public comment on the regular meeting agenda. When the Board agrees to do this, no individual may speak more than once. When public comment has been permitted, the speaker should:

1. Stand during the appropriate period and be recognized by the presiding officer.
2. State name and address for the minutes.
3. Limit comments to no more than five minutes, unless the presiding officer waives the time limit.

Groups will be urged to designate a spokesperson. When there is a large number of speakers to be heard or if pressure of business or other circumstances dictate, the presiding officer may decide to shorten the length of time allowed each speaker and/or limit the total time to be devoted to public comment.

Complaints

The Board has adopted policies governing patron complaints. The public is required to seek redress through these policies. The public will be prevented from commenting on a topic if it is:

1. Governed by a district complaint policy if and the complainant has not followed the procedure contained in policy and/or the policy prohibits the public from bringing the complaint before the Board.
2. Concerns a topic that is prohibited by law from disclosure to the public (e.g., student's educational record).

Conduct and Remarks Out of Order

Undue interruption or other interference with the orderly conduct of board business cannot be allowed. Defamatory or abusive remarks are always out of order. The presiding officer may terminate the speaker's privilege of address if, after being called to order, s/he persists in improper conduct or remarks. Furthermore, any individual who is persistently disruptive of a school board meeting may be removed from that meeting by order of the presiding officer.

RECOMMENDED

Questions and Comments by Board and District Administrator

Board members and the district administrator may question a speaker or make comments in response to the speaker's remarks.

Discussion of a Motion

When a motion is before the Board, discussion will be limited to board members and the administration except as the Chairman requests information.

Complementary Documents

- BCAA, Board Meeting Agenda & Pre-Meeting Preparation
- FGA, Student Education Records and Privacy
- GAAC, Review & Complaints About Instructional & Resource Material
- GAAC-BR, Procedure for Reviewing Complaints About Instructional/ Resource Material
- KACA, Patron Complaints
- KACB, Complaints about Personnel
- KACB-E, Patron Complaint Form

End of Killdeer School District #16 Policy BCBA.....Amended: 02/23/16

REQUIRED

BCBA - PUBLIC PARTICIPATION AT BOARD MEETINGS

Meetings of the Board are conducted for the purpose of carrying on the business of the schools and, therefore are not public meetings, but meetings held in public.

Public Comment - Regular Board Meetings

The Board must give individual members of the public the opportunity to provide comments at every regular meeting of the Board. Therefore, the Board shall include an agenda item for public comment on each regular meeting agenda. An individual providing comment at a meeting shall provide to the governing body in writing the individual's name and address. The individual's address is an exempt record but will be maintained by the District. The presiding officer shall introduce the public comment agenda item and request that any members of the public wanting to provide public comment may stand (as able) during the agenda item, be recognized, and provide their name for the Board meeting minutes.

[NOTE: Districts should review each item on the list below before adopting the optional language. Remove this note prior to adoption.]

[OPTIONAL:] The following rules and limitations apply during the public comment agenda item:

1. Time for the public comment period is limited to **{ 15 }** minutes.
2. Time per speaker is limited to **{ 3 }** minutes.
3. Public comment is limited by agenda topic, to the agendas of the current and **{ at least oneone }** preceding Board meeting.
4. Public comment must be pertinent to the school district.
5. Public comment may not interfere with the orderly conduct of the regular Board meeting.
6. Public comment may not be defamatory, abusive, harassing, or unlawful.
7. Public comment may be prohibited if:
 - a. An alternative procedure exists to bring that particular type of public comment before the public entity,
 - b. The public comment includes confidential or exempt information, or
 - c. The public comment is otherwise prohibited by law.

Groups will be urged to designate a spokesperson. Notwithstanding the rules and limitations above, when there is a large number of public speakers to be heard, or if pressure of business or other circumstances dictate, the presiding officer may shorten the length of time allowed for each speaker and/or limit the total time to be devoted to public comment.}]

Conduct and Remarks Out of Order

Undue interruption or other interference with the orderly conduct of Board business will not be allowed. Defamatory, abusive, harassing, or unlawful remarks are always out of order. The presiding officer may terminate the speaker's privilege of address if, after being called to order, s/he persists in improper conduct or remarks. Furthermore, any individual who is persistently disruptive of a school board meeting may be removed from that meeting by order of the presiding officer

Public Presentations/Separate Agenda Items

Only items on the published board agenda will be discussed at any meeting of the Board, unless the Superintendent or a board member requests an addition to the agenda of a regular meeting and the board members present approve in accordance with Board policy. Members of the public who wish to be added as a separate agenda item and make formal presentations before the Board shall make requests [ten days](#) in advance in accordance with the board's agenda setting policy.

Complaints

The Board has adopted policies governing patron complaints. The public is required to seek redress through these policies. The public will be prevented from commenting on a topic if it:

1. Is governed by a district complaint policy and the complainant has not followed the procedure contained in policy and/or the policy prohibits the public from bringing the complaint before the Board. This includes, but is not limited to, complaints about personnel and complaints about instructional/resource materials.
2. Includes confidential or exempt information (e.g., student's educational record), or concerns a topic that is otherwise prohibited by law from disclosure to the public.

Questions and Comments by Board and District Administrator

[OPTION 1: Board members and the district administrator may question a speaker or make comments in response to the speaker's remarks.]

~~-OR-~~

~~**[OPTION 2: The presiding officer or an appropriate member of the administration will answer all pertinent questions verbally or in writing at a later time. There will be no dialogue between board members and the public at board meetings except to clarify the nature of questions or comments.]**~~

Discussion of a Motion

When a motion is before the Board, discussion will be limited to board members **[OPTIONAL: and the Superintendent]** [and Business Manager](#) except as the presiding officer requests information.

- BCAA, Board Meeting Agenda and Pre-Meeting Preparation
- BCBA-BR, Rules of Decorum at Board Meetings
- FGA, Student Education Records
- GAAC, Review and Complaints About Instructional and Resource Material
- GAAC-BR, Procedure for Reviewing Complaints About Instructional/Resource Material
- KACA, Patron Complaints
- KACB, Complaints about Personnel
- KACB-E, Patron Complaint Form

End of [Name of District] Policy BCBA Adopted:

~~[07/25]~~12/10/25

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D. Consider Rescinding Policy FFK - Suspension and Expulsion

REQUIRED

FFK - SUSPENSION AND EXPULSION

Definitions

This policy defines the following:

- *Dangerous weapon* as defined by NDCC 62.1-01-01.
- *Expulsion* means the exclusion of a student, including one enrolled in an alternative education program, from school for insubordination, habitual indolence, or disorderly conduct provided the expulsion does not last beyond the termination of the current school year. A student who violates the district's weapons policy may be expelled for up to twelve months. A procedural due process hearing must be provided to the student in accordance with law and district regulation before the determination to expel a student is made.
- *Firearm* as defined by NDCC 62.1-01-01.
- *School property* is defined in NDCC 15.1-19-10(6)(b) as all land within the perimeter of the school site and all school buildings, structures, facilities, and school vehicles, whether owned or leased by a school district, and the site of any school-sponsored event or activity.
- *Suspension* includes in-school suspension from classes and out-of-school exclusion from classes, school property, and activities.

Suspension/Expulsion Authority

The Board hereby delegates to the Superintendent and each principal the authority to deal with disciplinary problems in their school, including suspension and recommendation for expulsion of a student. Suspension shall not be imposed beyond the maximum duration permitted by law.

The Board designates the Superintendent to serve as the hearing officer for expulsion hearings unless not qualified to serve as defined in board regulations. In such cases, the Board shall appoint an alternative hearing officer.

The hearing officer may expel a student for conduct that violates this policy, after providing notice and a hearing, as set forth in board regulations. When the hearing officer is someone other than the Killdeer School Board, the student may seek a review of the hearing officer's expulsion decision by the Board based on the record of the hearing.

Expulsion shall not be imposed beyond the maximum duration permitted by law.

Conduct Subject to Suspension/Expulsion

Conduct, including but not limited to the following, exhibited while on school property, during a school-sponsored activity, or during a school-related activity is subject to suspension or expulsion:

1. Causing or attempting to cause damage to school property or stealing or attempting to steal school property of value;
2. Causing or attempting to cause damage to private property or stealing or attempting to steal private property;

REQUIRED

3. Causing or attempting to cause physical injury to another individual, except in self-defense;
4. Possessing or transmitting on school property a firearm, dangerous weapon, or any object that is used, attempted to be used, or threatened to be used to intimidate or cause bodily harm;
5. Possessing, using, transmitting, or being under the influence of any narcotic drug, hallucinogenic drug, amphetamine, barbiturate, marijuana, alcoholic beverage, or intoxicant of any kind;
6. Disobedience or defiance of proper authority;
7. Behavior that is detrimental to the welfare, safety, or morals of other students;
8. Truancy;
9. Offensive and vulgar language when it is obscene, defamatory, or inciteful to violence or disruptive of the educational process;
10. Threats of violence, bomb threats, or threats of injury to individuals or property;
11. Student behavior that is detrimental or disruptive to the educational process, as determined by the principal.

Information regarding the conduct subject to suspension or expulsion must be posted in a prominent place in each school and must be published in student handbooks.

Suspension or Expulsion of Students with Disabilities

The District shall comply with the provisions of the Individuals with Disabilities Education Act (IDEA) when suspending or expelling a special education student. The District shall not expel any student with a disability when the student's particular act of gross disobedience or misconduct is a manifestation of the student's disability. Education services must continue for IDEA eligible students who are expelled.

The District is not required to refer a regular education student who has been suspended or expelled for violation of school rules and/or district policy for special education assessment and evaluation to determine if such a student might have a disability. A suspended regular education student is not entitled to the reinstatement of school privileges pending any assessment and evaluation that is to be made during the term of the student's suspension.

Complementary Documents

- FFK-BR, Suspension and Expulsion Regulations
- FFK-AR1, Suggested Procedure for Conducting an Expulsion Hearing
- FFK-AR2, Suspension and Expulsion of Special Education Students
- FGDB, Student Handbooks

REQUIRED

End of Killdeer School District #16 Policy FFK.....Amended: 02/09/22

REQUIRED

FFK - SUSPENSION AND EXPULSION

Definitions

This policy defines the following:

- *Dangerous weapon* means, as defined in 18 USC 930(g)(2), a weapon, device, instrument, material, or substance, animate or inanimate, that is used for, or is readily capable of, causing death or serious bodily injury, except that such term does not include a pocketknife with a blade of less than 2 ½ inches in length.
- *Expulsion* means the exclusion of a student, including one enrolled in an alternative education program, from school for insubordination, habitual indolence, disorderly conduct, a sexual offense as identified under NDCC Ch. 12.1-20 and NDSBA template policy ACCB, Protection for Student Victims of Sexual Offenses, or any other policy violation or state law violation giving rise to expulsion consideration for up to twelve months. A student who violates the district's weapons policy must be expelled for at least one year, but the **[Superintendent]** **[Principal]** may modify the expulsion on a case-by-case basis based on criteria in policy FFD, Possessing Weapons. A procedural due process hearing must be provided to the student in accordance with law and district regulation before the determination to expel a student is made.
- *Firearm* means, as defined in 18 USC 921, (1) any weapon (including a starter gun) which will or is designed to or may readily be converted to expel a projectile by the action of an explosive; (2) the frame or receiver of any such weapon; (3) any firearm muffler or firearm silencer; or (4) any destructive device. The term does not include an antique firearm.
- *Sexual offense* means an offense under [NDCC Ch. 12.1-20](#) for which “sexual act” or “sexual contact” is an element as defined under the chapter, including sexual imposition and gross sexual imposition, sexual abuse of a child, sexual abuse of wards, sexual act in public, sexual assault and any other acts with the requisite elements; and offenses including corruption or solicitation of minors; luring minors by computer or other electronic means; indecent exposure; surreptitious intrusion; and sexual extortion.
- *School property* is defined in NDCC § 15.1-19-10(6)(c) as all land within the perimeter of the school site and all school buildings, structures, facilities, and school vehicles, whether owned or leased by a school district, and the site of any school-sponsored event or activity.
- *Suspension* includes in-school suspension from classes and out-of-school exclusion from classes, school property, and activities.

Suspension/Expulsion Authority

The Board hereby delegates to the Superintendent and each principal the authority to deal with disciplinary problems in their school, including suspension and recommendation

for expulsion of a student. Suspension shall not be imposed beyond the maximum duration permitted by law.

The Board designates **[the Superintendent]** ~~[itself] [other]~~ to serve as the hearing officer for expulsion hearings unless not qualified to serve as defined in board regulations. In such cases, the Board shall appoint an alternative hearing officer.

The hearing officer may expel a student for conduct that violates this policy, after providing notice and a hearing, as set forth in board regulations. When the hearing officer is someone other than the ~~[Name of District]~~ **Killdeer School** Board, the student may seek a review of the hearing officer's expulsion decision by the Board based on the record of the hearing.

When determining the duration of the expulsion, the District shall consider the severity of the infraction, the student's age, and the student's disciplinary history. If the student satisfies the conditions for reinstatement established by the District, if any, the District may review and reduce the duration of the expulsion. Expulsion shall not be imposed beyond the maximum duration permitted by law.

Conduct Subject to Suspension/Expulsion

Conduct, including but not limited to the following, exhibited while on school property, during a school-sponsored activity, or during a school-related activity is subject to suspension or expulsion:

1. Causing or attempting to cause damage to school property or stealing or attempting to steal school property of value;
2. Causing or attempting to cause damage to private property or stealing or attempting to steal private property;
3. Causing or attempting to cause physical injury to another individual, except in self-defense;
4. Possessing on school property or at a school function, a firearm, dangerous weapon, or any object that is used, attempted to be used, or threatened to be used to intimidate or cause bodily harm;
5. Possessing, using, transmitting, or being under the influence of any narcotic drug, hallucinogenic drug, amphetamine, barbiturate, marijuana, alcoholic beverage, or intoxicant of any kind;
6. Disobedience or defiance of proper authority;
7. Behavior that is detrimental to the welfare, safety, or morals of other students;
8. Truancy;
9. Offensive and vulgar language when it is obscene, defamatory, or inciteful to violence or disruptive of the educational process;
10. Threats of violence, bomb threats, or threats of injury to individuals or property;

11. Student behavior that is detrimental or disruptive to the educational process, as determined by the principal.
12. Being a responsible student adjudicated or convicted of a sexual offense as defined under N.D.C.C. chapter 15.1-19.
13. Being found in violation of policy AAC and/or in violation of Title IX of the Education Amendments, prohibiting sexual harassment.

Information regarding the conduct subject to suspension or expulsion must be posted in a prominent place in each school and must be published in student handbooks.

Suspension or Expulsion of Students with Disabilities

The District shall comply with the provisions of the Individuals with Disabilities Education Act when suspending or expelling a special education student. The District shall not expel any student with a disability when the student's particular act of gross disobedience or misconduct is a manifestation of the student's disability. Education services must continue for IDEA eligible students who are expelled.

The District is not required to refer a regular education student who has been suspended or expelled for violation of school rules and/or district policy for special education assessment and evaluation to determine if such a student might have a disability. A suspended regular education student is not entitled to the reinstatement of school privileges pending any assessment and evaluation that is to be made during the term of the student's suspension.

Complementing NDSBA Templates (may contain items not adopted by the Board)

- FGDB, Student Handbooks
- FFD, Possessing Weapons
- FFK-BR, Suspension and Expulsion Regulations
- FFK-AR1, Suggested Procedure for Conducting an Expulsion Hearing
- FFK-AR2, Suspension and Expulsion of Special Education Students

Legal References

- 18 USC 930, Possession of Firearms and Dangerous Weapons in Federal Facilities
- 18 USC 921, 1968 Gun Control Act
- 20 USC § 1232g, Family Educational Rights and Privacy Act
- 20 USC § 1400 et seq, Individuals with Disabilities Education Act

- 20 USC § 1681 et seq., Title IX of the Civil Rights Act of 1964
- *Honig v. Doe*, 484 U.S. 305 (1988)
- NDCC Ch. 12.1-20, Sexual Offenses
- NDCC §15.1-19, Students and Safety

End of [Name of District] Policy FFK.....Adopted:

~~[07/25]~~12/10/25

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E. Consider FFK - Suspension and Expulsion

REQUIRED

FFK - SUSPENSION AND EXPULSION

Definitions

This policy defines the following:

- *Dangerous weapon* as defined by NDCC 62.1-01-01.
- *Expulsion* means the exclusion of a student, including one enrolled in an alternative education program, from school for insubordination, habitual indolence, or disorderly conduct provided the expulsion does not last beyond the termination of the current school year. A student who violates the district's weapons policy may be expelled for up to twelve months. A procedural due process hearing must be provided to the student in accordance with law and district regulation before the determination to expel a student is made.
- *Firearm* as defined by NDCC 62.1-01-01.
- *School property* is defined in NDCC 15.1-19-10(6)(b) as all land within the perimeter of the school site and all school buildings, structures, facilities, and school vehicles, whether owned or leased by a school district, and the site of any school-sponsored event or activity.
- *Suspension* includes in-school suspension from classes and out-of-school exclusion from classes, school property, and activities.

Suspension/Expulsion Authority

The Board hereby delegates to the Superintendent and each principal the authority to deal with disciplinary problems in their school, including suspension and recommendation for expulsion of a student. Suspension shall not be imposed beyond the maximum duration permitted by law.

The Board designates the Superintendent to serve as the hearing officer for expulsion hearings unless not qualified to serve as defined in board regulations. In such cases, the Board shall appoint an alternative hearing officer.

The hearing officer may expel a student for conduct that violates this policy, after providing notice and a hearing, as set forth in board regulations. When the hearing officer is someone other than the Killdeer School Board, the student may seek a review of the hearing officer's expulsion decision by the Board based on the record of the hearing.

Expulsion shall not be imposed beyond the maximum duration permitted by law.

Conduct Subject to Suspension/Expulsion

Conduct, including but not limited to the following, exhibited while on school property, during a school-sponsored activity, or during a school-related activity is subject to suspension or expulsion:

1. Causing or attempting to cause damage to school property or stealing or attempting to steal school property of value;
2. Causing or attempting to cause damage to private property or stealing or attempting to steal private property;

REQUIRED

3. Causing or attempting to cause physical injury to another individual, except in self-defense;
4. Possessing or transmitting on school property a firearm, dangerous weapon, or any object that is used, attempted to be used, or threatened to be used to intimidate or cause bodily harm;
5. Possessing, using, transmitting, or being under the influence of any narcotic drug, hallucinogenic drug, amphetamine, barbiturate, marijuana, alcoholic beverage, or intoxicant of any kind;
6. Disobedience or defiance of proper authority;
7. Behavior that is detrimental to the welfare, safety, or morals of other students;
8. Truancy;
9. Offensive and vulgar language when it is obscene, defamatory, or inciteful to violence or disruptive of the educational process;
10. Threats of violence, bomb threats, or threats of injury to individuals or property;
11. Student behavior that is detrimental or disruptive to the educational process, as determined by the principal.

Information regarding the conduct subject to suspension or expulsion must be posted in a prominent place in each school and must be published in student handbooks.

Suspension or Expulsion of Students with Disabilities

The District shall comply with the provisions of the Individuals with Disabilities Education Act (IDEA) when suspending or expelling a special education student. The District shall not expel any student with a disability when the student's particular act of gross disobedience or misconduct is a manifestation of the student's disability. Education services must continue for IDEA eligible students who are expelled.

The District is not required to refer a regular education student who has been suspended or expelled for violation of school rules and/or district policy for special education assessment and evaluation to determine if such a student might have a disability. A suspended regular education student is not entitled to the reinstatement of school privileges pending any assessment and evaluation that is to be made during the term of the student's suspension.

Complementary Documents

- FFK-BR, Suspension and Expulsion Regulations
- FFK-AR1, Suggested Procedure for Conducting an Expulsion Hearing
- FFK-AR2, Suspension and Expulsion of Special Education Students
- FGDB, Student Handbooks

REQUIRED

End of Killdeer School District #16 Policy FFK.....Amended: 02/09/22

REQUIRED

FFK - SUSPENSION AND EXPULSION

Definitions

This policy defines the following:

- *Dangerous weapon* means, as defined in 18 USC 930(g)(2), a weapon, device, instrument, material, or substance, animate or inanimate, that is used for, or is readily capable of, causing death or serious bodily injury, except that such term does not include a pocketknife with a blade of less than 2 ½ inches in length.
- *Expulsion* means the exclusion of a student, including one enrolled in an alternative education program, from school for insubordination, habitual indolence, disorderly conduct, a sexual offense as identified under NDCC Ch. 12.1-20 and NDSBA template policy ACCB, Protection for Student Victims of Sexual Offenses, or any other policy violation or state law violation giving rise to expulsion consideration for up to twelve months. A student who violates the district's weapons policy must be expelled for at least one year, but the [Superintendent] [Principal] may modify the expulsion on a case-by-case basis based on criteria in policy FFD, Possessing Weapons. A procedural due process hearing must be provided to the student in accordance with law and district regulation before the determination to expel a student is made.
- *Firearm* means, as defined in 18 USC 921, (1) any weapon (including a starter gun) which will or is designed to or may readily be converted to expel a projectile by the action of an explosive; (2) the frame or receiver of any such weapon; (3) any firearm muffler or firearm silencer; or (4) any destructive device. The term does not include an antique firearm.
- *Sexual offense* means an offense under [NDCC Ch. 12.1-20](#) for which “sexual act” or “sexual contact” is an element as defined under the chapter, including sexual imposition and gross sexual imposition, sexual abuse of a child, sexual abuse of wards, sexual act in public, sexual assault and any other acts with the requisite elements; and offenses including corruption or solicitation of minors; luring minors by computer or other electronic means; indecent exposure; surreptitious intrusion; and sexual extortion.
- *School property* is defined in NDCC § 15.1-19-10(6)(c) as all land within the perimeter of the school site and all school buildings, structures, facilities, and school vehicles, whether owned or leased by a school district, and the site of any school-sponsored event or activity.
- *Suspension* includes in-school suspension from classes and out-of-school exclusion from classes, school property, and activities.

Suspension/Expulsion Authority

The Board hereby delegates to the Superintendent and each principal the authority to deal with disciplinary problems in their school, including suspension and recommendation

for expulsion of a student. Suspension shall not be imposed beyond the maximum duration permitted by law.

The Board designates ~~[the Superintendent]~~ ~~[itself]~~ ~~[other]~~ to serve as the hearing officer for expulsion hearings unless not qualified to serve as defined in board regulations. In such cases, the Board shall appoint an alternative hearing officer.

The hearing officer may expel a student for conduct that violates this policy, after providing notice and a hearing, as set forth in board regulations. When the hearing officer is someone other than the ~~[Name of District]~~ Killdeer School Board, the student may seek a review of the hearing officer's expulsion decision by the Board based on the record of the hearing.

When determining the duration of the expulsion, the District shall consider the severity of the infraction, the student's age, and the student's disciplinary history. If the student satisfies the conditions for reinstatement established by the District, if any, the District may review and reduce the duration of the expulsion. Expulsion shall not be imposed beyond the maximum duration permitted by law.

Conduct Subject to Suspension/Expulsion

Conduct, including but not limited to the following, exhibited while on school property, during a school-sponsored activity, or during a school-related activity is subject to suspension or expulsion:

1. Causing or attempting to cause damage to school property or stealing or attempting to steal school property of value;
2. Causing or attempting to cause damage to private property or stealing or attempting to steal private property;
3. Causing or attempting to cause physical injury to another individual, except in self-defense;
4. Possessing on school property or at a school function, a firearm, dangerous weapon, or any object that is used, attempted to be used, or threatened to be used to intimidate or cause bodily harm;
5. Possessing, using, transmitting, or being under the influence of any narcotic drug, hallucinogenic drug, amphetamine, barbiturate, marijuana, alcoholic beverage, or intoxicant of any kind;
6. Disobedience or defiance of proper authority;
7. Behavior that is detrimental to the welfare, safety, or morals of other students;
8. Truancy;
9. Offensive and vulgar language when it is obscene, defamatory, or inciteful to violence or disruptive of the educational process;
10. Threats of violence, bomb threats, or threats of injury to individuals or property;

11. Student behavior that is detrimental or disruptive to the educational process, as determined by the principal.
12. Being a responsible student adjudicated or convicted of a sexual offense as defined under N.D.C.C. chapter 15.1-19.
13. Being found in violation of policy AAC and/or in violation of Title IX of the Education Amendments, prohibiting sexual harassment.

Information regarding the conduct subject to suspension or expulsion must be posted in a prominent place in each school and must be published in student handbooks.

Suspension or Expulsion of Students with Disabilities

The District shall comply with the provisions of the Individuals with Disabilities Education Act when suspending or expelling a special education student. The District shall not expel any student with a disability when the student's particular act of gross disobedience or misconduct is a manifestation of the student's disability. Education services must continue for IDEA eligible students who are expelled.

The District is not required to refer a regular education student who has been suspended or expelled for violation of school rules and/or district policy for special education assessment and evaluation to determine if such a student might have a disability. A suspended regular education student is not entitled to the reinstatement of school privileges pending any assessment and evaluation that is to be made during the term of the student's suspension.

Complementing NDSBA Templates (may contain items not adopted by the Board)

- FGDB, Student Handbooks
- FFD, Possessing Weapons
- FFK-BR, Suspension and Expulsion Regulations
- FFK-AR1, Suggested Procedure for Conducting an Expulsion Hearing
- FFK-AR2, Suspension and Expulsion of Special Education Students

Legal References

- 18 USC 930, Possession of Firearms and Dangerous Weapons in Federal Facilities
- 18 USC 921, 1968 Gun Control Act
- 20 USC § 1232g, Family Educational Rights and Privacy Act
- 20 USC § 1400 et seq, Individuals with Disabilities Education Act

- 20 USC § 1681 et seq., Title IX of the Civil Rights Act of 1964
- *Honig v. Doe*, 484 U.S. 305 (1988)
- NDCC Ch. 12.1-20, Sexual Offenses
- NDCC §15.1-19, Students and Safety

End of [Name of District] Policy FFK.....Adopted:

~~[07/25]~~12/10/25

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F. Consider Policy IEAC - Bus Scheduling and Routing

RECOMMENDED

IEAC - BUS SCHEDULING AND ROUTING

The Superintendent shall have prepared descriptions and maps of district school bus routes and schedules as fixed by the Board for distribution to parents of students eligible for school bus transportation.

Determining Routes

Equity of application from route to route will be a primary consideration in establishing bus routes from year to year, with all bused students treated as equitably as possible. Generally, routes will be set based on efficiency of time since bus time for students may be non-productive time.

Killdeer Public Schools does not provide bus services in the Killdeer city limits.

Only roads that are reasonably well built and maintained will be used as bus routes. Buses will not be scheduled to go on roads that would be expected to endanger students by causing buses to become stuck under normal winter or wet-road driving conditions. This item will take precedence over all other items in this policy.

Buses will not go into a student's yards unless otherwise approved by administration or in an emergency situation as determined by the bus driver. Buses will generally not go to a point and backtrack to pick up only one family as the bus is traveling to and from the school.

Reimbursement for Meeting the Bus

Routes will not be extended for one family. Families will be asked to drive to meet the bus if they are alone at the end of a route. The Board may elect to pay family transportation to families who meet the bus at a scheduled bus stop in order to minimize the length of time all students are on the bus or to avoid running a bus on secondary roads.

Mileage will be paid to any family that has to travel over two miles one way to meet the bus. Mileage will be paid for any distance beyond two miles, one way before and after school. The mileage reimbursement rate will be placed in board regulations.

Exceptions

Safety factors and needs of disabled students may result in exceptions to this policy.

End of Killdeer School District #16 Policy IEACAdopted: 11/12/14

RECOMMENDED

IEAC - BUS SCHEDULING AND ROUTING

The Superintendent shall have prepared descriptions and maps of district school bus routes and schedules as fixed by the Board for distribution to parents of students eligible for school bus transportation.

Determining Routes

Equity of application from route to route will be a primary consideration in establishing bus routes from year to year, with all bused students treated as equitably as possible. Generally, routes will be set based on efficiency of time since bus time for students may be non-productive time.

~~Killdeer Public Schools does not provide bus services in the Killdeer city limits.~~

Only roads that are reasonably well built and maintained will be used as bus routes. Buses will not be scheduled to go on roads that would be expected to endanger students by causing buses to become stuck under normal winter or wet-road driving conditions. This item will take precedence over all other items in this policy.

Buses will stop at district established bus stops. Buses will not go into a student's yards unless otherwise approved by administration or in an emergency situation as determined by the bus driver. Buses will generally not go to a point and backtrack to pick up only one family as the bus is traveling to and from the school.

Reimbursement for Meeting the Bus

Routes will not be extended for one family. Families will be asked to drive to meet the bus if they are alone at the end of a route. The Board may elect to pay family transportation to families who meet the bus at a scheduled bus stop in order to minimize the length of time all students are on the bus or to avoid running a bus on secondary roads. Payment will be for days the student actually rides the bus.

Mileage will be paid to any family that has to travel over two miles one way to meet the bus. Mileage will be paid for any distance beyond two miles, one way before and after school. The mileage reimbursement rate will be placed in board regulations.

Exceptions

Safety factors and needs of disabled students may result in exceptions to this policy.

End of Killdeer School District #16 Policy IEAC.....**Adopted: 11/12/14**Amended 12/10/25

G. Consider Policy BBA - School Board Elections and Terms of Office

RECOMMENDED

BBA - SCHOOL BOARD ELECTIONS AND TERMS OF OFFICE

Terms of Office

Terms of office for school board members are three years and are staggered so that the greatest number elected any one year is two. An exception to the "two open seats per year rule" may apply if the Board has a vacancy to fill.

Board Make Up

The Board shall consist of five members: one from the municipal city limits of Killdeer, three from rural areas in the school district, and one member at large.

Date of Election

The annual election shall be held in accordance with deadlines in law on the first or second Tuesday in June to fill any vacancies unless the Board votes to hold the election on another date.

Complementary Documents

- BBA-E, Notice of Election Letter
- BBA-E2, Notice of Filing Deadline
- BBA-E3, Notice of School District Election

End of Killdeer School District #16 Policy BBA.....Adopted: 06/12/13

RECOMMENDED

BBA - SCHOOL BOARD ELECTIONS AND TERMS OF OFFICE

Terms of Office

Terms of office for school board members are **[three][four]** years and are staggered in accordance with state law.

Conducting School Elections

School elections must be conducted and the votes canvassed in the same manner as in the election of county officers. **[OPTION 1 (three year terms): The Board shall hold an election each year between April 1st and June 30th to fill all vacancies, including those caused by the expiration of terms of office][OPTION 2 (four year terms): The Board shall hold an election in even number years between April 1st and June 30th to fill all vacancies, including those caused by the expiration of terms of office.] [OPTIONAL: The election shall be held on {specify date as 1st, 2nd etc.} day of {the #} week in the election month unless otherwise scheduled by the Board to fill any vacancies.]**

In accordance with NDCC § 15.1-09-22, upon resolution of the Board, the annual election may be held in conjunction with the regular election of a city, as required by state law or by the home rule powers of the city, provided the city is located wholly or partially within the school district. The school board may agree with the governing body of the city to share election costs and responsibilities, including those associated with election personnel, the printing of election materials, the publishing of legal notices, and the use of poll books. If a school district election is held at the same time as a county primary election, the Board may enter into an agreement with the county to share the costs and responsibilities of conducting the election as provided in NDCC § 15.1-09-24. This may include duties related to the canvassing board, hiring election personnel, printing election materials, publishing legal notices, and using poll books. If the Board enters into such an agreement with the county, the Board must provide written notice to the county auditor at least sixty-four days before the election, specifying the offices to be filled and any measures that will appear on the ballot. The District may not use a private entity to administer its elections.

Statement of Interest

Every school board candidate shall sign and file the statement of interest required under state law. Write-in candidates shall file the statement of interest after the candidate's election at the time of filing the required oath of office. While holding office, every elected board member shall submit an annual statement of interest to the Business Manager by January 31st.

Recall Elections

Board members are subject to recall by petition of qualified electors equal in number to 35% of the voters who voted in the most recent election that the member sought to be recalled was on the ballot, not including other recall elections. Once circulated, the recall petition must be filed with the business manager. The Business Manager shall pass on the sufficiency of a petition by reviewing every signature affixed to the petition.

Once the business manager certifies a recall petition, the Board must call a special election to occur between 95 days and 105 days following the certification of the petition. However, a special election may not be called if the election will be held within 95 days of the next scheduled election. Additionally, if a board member's term is up for reelection within the next year or if the member has previously been subject to recall during the same term, that board member may not be subject to recall.

A notice of the recall election must be posted in the official newspaper of the district at least 30 days before the candidate filing deadline (4:00 p.m. on the 64th day before the election).

If the Business Manager does not receive candidate filings before the candidate filing deadline, a recall election may not be held. If a recall election cannot be held, the Business Manager shall declare the recall petition ineffective, and the elected or appointed official may continue to serve the remainder of their term. A notice of cancellation of the recall election due to no candidate filing received must be posted in the official newspaper within fifteen days following the candidate filing deadline.

The name of the board member being recalled will automatically be placed on the ballot unless the board member resigns within ten days after the Business Manager certifies the petition is valid and sufficient. If the board member resigns within this time, the resignation creates a vacancy that must be filled by the board pursuant to NDCC § 15.1-09-05.

Complementing NDSBA Templates (may contain items not adopted by the Board)

- BBA-E, Election Letter Notice
- BBA-E2, Notice of Filing Deadline
- BBA-E3, Notice of School District Election
- BBC, Method of Filling a Board Vacancy

End of [Name of District] Policy BBA. Adopted:

[07/25]

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Once the business manager certifies a recall petition, the Board must call a special election to occur between 95 days and 105 days following the certification of the petition. However, a special election may not be called if the election will be held within 95 days of the next scheduled election. Additionally, if a board member's term is up for reelection within the next year or if the member has previously been subject to recall during the same term, that board member may not be subject to recall.

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Complementing NDSBA Templates (may contain items not adopted by the Board)

- BBA-E, Election Letter Notice
- BBA-E2, Notice of Filing Deadline
- BBA-E3, Notice of School District Election
- BBC, Method of Filling a Board Vacancy

End of [Name of District] Policy BBA. **Adopted:**

[07/25] Amended: 12/10/25

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H. Consider BCAA - Meeting Agenda And Pre-Meeting Preparation

RECOMMENDED

BCAA - MEETING AGENDA AND PRE-MEETING PREPARATION

Agenda

The Board President, in consultation with the Superintendent, shall prepare agendas. Persons wishing items to be included in the agenda shall submit those items to the Superintendent no later than ten business days prior to the regular board meeting. Inclusion shall be at the discretion of the Board President.

Regular Meeting Agenda

The Board shall follow the order of business set up by the agenda unless altered by consent of the members present at the regular meeting. Items may be added to the agenda at regular meetings with majority consent of the Board.

The order of business shall be as follows:

1. Call to order
2. Voluntary recitation of the pledge of allegiance
3. Confirmation of agenda
4. Approval of minutes
5. Consideration of bills
6. Communications
7. Financial
8. Unfinished business
9. Miscellaneous business
10. Adjournment

Pre-Meeting Preparation

The agenda, minutes of the previous meeting, and relevant supplementary information will be delivered to each board member at least three days in advance of each regular board meeting and will be available to any interested citizen at the superintendent's office at that time. Upon request, local news media representatives and citizens also may obtain copies of board meeting materials from the superintendent's office. The school district building will be notified in advance of meetings of the Board. The agenda will be posted in the school building.

Board members are expected to read the information provided them and to contact the Business Manager or Superintendent to request additional background necessary to assist them in their decision-making responsibilities.

RECOMMENDED

- BBBB, School Board Committees

End of Kildeer School District #16 Policy BCAA.....Amended: 10/11/23

RECOMMENDED

BCAA - MEETING AGENDA AND PRE-MEETING PREPARATION

Agenda

The Board President, in consultation with the Superintendent, shall prepare agendas. Persons wishing items to be included in the agenda shall submit those items to the Superintendent no later than ten business days prior to the regular board meeting. Inclusion shall be at the discretion of the Board President.

Regular Meeting Agenda

The Board shall follow the order of business set up by the agenda unless altered by consent of the members present at the regular meeting. Items may be added to the agenda at regular meetings with majority consent of the Board.

The order of business shall be as follows:

1. Call to order
2. Voluntary recitation of the pledge of allegiance
3. ~~Confirmation~~ Approval of agenda
4. Approval of minutes
5. Consideration of bills
- ~~5.6.~~ Financial
- ~~6.7.~~ Public Comment
- ~~7.8.~~ Communications
- ~~8.9.~~ Financial
10. Unfinished business
- ~~9.11.~~ New business
- ~~10.12.~~ Miscellaneous business
- ~~11.13.~~ Adjournment

Pre-Meeting Preparation

The agenda, minutes of the previous meeting, and relevant supplementary information will be delivered to each board member at least three days in advance of each regular board meeting ~~and will be available to any interested citizen at the superintendent's office at that time.~~ Upon request, local news media representatives and citizens also may obtain copies of board meeting materials from the superintendent's or business manager's office. ~~The school district building will be notified in advance of meetings of the Board.~~ The agenda will be posted in the school building at the district office and at the location of the meeting.

RECOMMENDED

Board members are expected to read the information provided to them and to contact the Business Manager or Superintendent to request additional background necessary to assist them in their decision-making responsibilities.

Complementary Documents

- ~~BBBB, School Board Committees~~
- BBBA, Officers of the Board
- BC, Meetings of the Board
- BCAB, Board Meeting Procedures
- BCAC, Minutes
- BCBA, Public Participation at Board Meetings

End of Killdeer School District #16 Policy BCAA.....Amended: 10/11/23 12/10/25

RECOMMENDED

BCAA - BOARD MEETING AGENDA AND PRE-MEETING PREPARATION

Agenda

The Board President, in consultation with the Superintendent, shall prepare agendas. Persons wishing items to be included in the agenda shall submit those items to the Superintendent no later than five days prior to the regular board meeting. Inclusion shall be at the discretion of the Board President.

Regular Meeting Agenda

The Board shall follow the order of business set up by the agenda unless altered by consent of the members present at the regular meeting. Items may be added to the agenda at regular meetings with consent of **[2/3rds]** majority of the Board.

The order of business shall be as follows:

1. Call to order
2. Voluntary recitation of the pledge of allegiance
3. Confirmation of agenda
4. Approval of minutes
5. Consideration of bills
6. Communications
7. Financial
8. Unfinished business
9. New business
10. Miscellaneous business
11. Public Comment
12. Adjournment

The agenda, minutes of the previous meeting, and relevant supplementary information will be delivered to each board member at least three days in advance of each regular board meeting. Upon request, local news media representatives and citizens may obtain copies of board meeting materials from the district office. The agenda will be posted at the district office and at the location of the meeting.

Board members are expected to read the information provided to them and to contact the Business Manager or Superintendent to request additional background necessary to assist them in their decision-making responsibilities.

Complementing NDSBA Templates (may contain items not adopted by the Board)

- BBBA, Officers of the Board
- BC, Meetings of the Board
- BCAB, Board Meeting Procedures
- BCAC, Minutes
- BCBA, Public Participation at Board Meetings

End of [Name of District] Policy BCAA Adopted:

[07/25]

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I. Consider Policy DDBD - Military Leave

RECOMMENDED

DDBD - MILITARY LEAVE

Military leave shall be granted pursuant to current state (NDCC § 37-01-25 and NDCC § 37-01-25.1) and federal law (38 U.S.C. 43).

A District employee who serves in the military shall retain their employment status within the District during periods of active service. The employee is entitled to a leave of absence within the District for the period of active service or military duty, including traveling to and from a duty station. If the employee has been employed with the District immediately preceding the leave of absence, the employee is entitled to twenty working days each calendar year without loss of pay.

If leave is required for any military duty or travel to and from a duty station on a day in which the employee is scheduled to work at the district, the District must give the employee the option of:

- a. Time off with a concurrent loss of pay for the period missed;
- b. Use of leave of absence without loss of pay for the period missed; or
- c. Opportunity to reschedule the work period so the reserve or national guard military duty or travel to and from a duty station occurs during time off work without loss of employment status.

Following a discharge under honorable conditions, service members have 90 days to apply for reinstatement to their former position or a comparable one within the District.

End of [Name of District] Policy DDBD Adopted:

[07/25]

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Military leave shall be granted pursuant to current state (NDCC 37-01-25 and NDCC 37-01-25.1) and federal law (38 U.S.C. 43).

A District employee who serves in the military shall retain their employment status within the District during periods of active service. The employee is entitled to a leave of absence within the District for the period of active service or military duty, including traveling to and from a duty station. If the employee has been employed with the District immediately preceding the leave of absence, the employee is entitled to twenty working days each calendar year without loss of pay. If leave is required for any military duty or travel to and from a duty station on a day in which the employee is scheduled to work at the district, the District must give the employee the option of:

- a. Time off with a concurrent loss of pay for the period missed;
- b. Use of leave of absence without loss of pay for the period missed; or
- c. Opportunity to reschedule the work period so the reserve or national guard military duty or travel to and from a duty station occurs during time off work without loss of employment status.

Following a discharge under honorable conditions, service members have 90 days to apply for reinstatement to their former position or a comparable one within the District.

End of Killdeer School District #16 Policy DDBD.....Adopted: 06/11/14Amended: 12/10/25

RECOMMENDED

DDBD - MILITARY LEAVE

Military leave shall be granted pursuant to current state (NDCC 37-01-25 and NDCC 37-01-25.1) and federal law (38 U.S.C. 43).

End of Killdeer School District #16 Policy DDBDAdopted: 06/11/14

J. Consider Policy FF - Student Conduct & Discipline (Prohibition on Corporal Punishment)

REQUIRED

FF - STUDENT CONDUCT AND DISCIPLINE

Conduct Standards

Students will be expected to conduct themselves in a manner fitting their age level and maturity, in a manner that will not impede on the orderly conduct of district schools, and will be expected to respect the rights of others on district property, including, but not limited to, district owned/leased/chartered vehicles, at school-sponsored events, on field trips, and in other off-campus settings when student conduct has or is reasonably predicted to have a substantially disruptive effect on district operations and/or the educational environment.

Disciplinary Standards

Consequences for misconduct will be fair and developmentally appropriate in light of the circumstances. The Superintendent shall develop age-appropriate disciplinary standards in consultation with building principals and other appropriate district personnel. In addition, the Superintendent shall develop administrative regulations to assist administrators/their designees with investigating potential conduct violations.

Disciplinary policies, procedures, and guidelines need not be identical in content district-wide but must:

1. Be identical in content for all district elementary schools;
2. Be identical in content for all district middle schools;
3. Be identical in content for all district high schools (except alternative high school programs).

Disciplinary Standards for Special Education Students

District employees are required to comply with the Individuals with Disabilities Education Act (IDEA) when responding to violations of student conduct standards by special education students.

Prohibited Disciplinary Actions

The Board recognizes that reasonable physical force may occasionally be necessary to guard the safety and well-being of students or employees; however, the use of corporal punishment, defined as the willful infliction of physical pain on a student, is not allowed in the **[Name of District]** School District. Corporal punishment does not include action taken by an employee for self-defense, protection of persons or property, obtaining possession of a weapon or other dangerous object, to quell a verbal disturbance, for the preservation of order, or pain or discomfort caused by athletic competition or recreational activities voluntarily engaged in by a student.

Complaints alleging that a district employee inflicted corporal punishment will be dealt with in accordance with school board policy on personnel complaints.

Disciplinary Authority

Regulations on disciplinary standards and investigation procedures shall delineate the degree of disciplinary authority that the District shall grant to teachers and principals.

Other school personnel shall be granted disciplinary authority by the **[principal]** **[Superintendent]** on a case-by-case basis based on the nature and scope of the employee's duties. Personnel granted such authority shall be required to comply with this policy and any disciplinary authority limits established by regulations. Employees unauthorized to administer student discipline shall report student misconduct to the appropriate school authority.

Any district employee who acts outside the scope of his/her assigned level of disciplinary authority may be subject to disciplinary action, including but not limited to, discharge from/termination of employment in accordance with law and/or the negotiated agreement.

Law Enforcement and Juvenile Court Referral

When employees identify or suspect a crime or delinquent act may have been committed on school property or in an educational activity, employees should contact administration, who may file a report with law enforcement or the school resource officer. Law enforcement have the proper training and authority to investigate and make referrals to juvenile and adult courts based on reasonable grounds and knowledge of the facts alleged. Schools may request a referral to juvenile court and shall cooperate with both law enforcement and applicable courts in providing information as subpoenaed or ordered.

Prior to making referrals to law enforcement or juvenile court for suspected infractions or misdemeanor offenses, administration must document all internal or external consultations and exhaust all school discipline policies. Intervention and exhaustion is not required for the following misdemeanor offenses:

1. Drug-related offenses under NDCC Title 19;
2. Offenses against a person under NDCC chapters 12.1-17, 12.1-31.2, or 14-07.1;
3. Sex offenses under NDCC chapters 12.1-20, 12.1-27.1, 12.1-27.2, and 12.1-29; and
4. Any offense involving a firearm, weapon, or dangerous weapon as defined in NDCC § 62.1-01-01.

A law enforcement officer may:

1. Investigate possible delinquent offenses and conduct occurring at a school, including conducting probable cause searches;
2. Consult with school staff about the conduct of a child enrolled in a school, but any disclosure of student records or personally identifiable information from such records must be made in accordance with the Family Educational Rights and Privacy Act (FERPA);

3. Refer a child to the juvenile court for a delinquent offense occurring on school grounds or on school property as allowed by this section;
4. Transport a child enrolled in a school to a location permitted by law;
5. Take temporary custody of a child in accordance with NDCC § 27-20.4-05 or protective custody of a child in accordance with NDCC § 27-20.3-06; and
6. Protect the safety of students and the school community

Complementing NDSBA Templates (may contain items not adopted by the Board)

- DE, Staff Code of Conduct
- FF-AR, Student Conduct Standards and Disciplinary Procedures
- FF-E, Examples of Student Conduct Violations
- KACB, Complaints About Personnel

Legal References

- 20 USC § 1232g, Family Educational Rights and Privacy Act (FERPA)
- 34 CFR Part 99, FERPA Regulations
- NDCC Title 12.1, Criminal Code
- NDCC § 14-02-07, Force to Protect
- NDCC Ch. 14-07.1, Domestic Violence
- NDCC § 15.1-19-02, Corporal Punishment – Prohibited
- NDCC Title 19, Foods, Drugs, Oils, and Compounds
- NDCC § 25-01.2-09, Punishment – Seclusion – Restraints – Psychosurgery – Sterilization – Shock Treatment
- NDCC § 27-20.4-05.1, Method of Making a Delinquency Referral to Juvenile Court
- NDCC § 27-20.3-06, Taking Into Protective Custody
- NDCC § 62.1-01-01, General Definitions

End of [Name of District] Policy FF Adopted:

[07/25]

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REQUIRED

FF - STUDENT CONDUCT & DISCIPLINE (Prohibition on Corporal Punishment)

Conduct Standards

Students will be expected to conduct themselves in a manner fitting their age level and maturity, in a manner that will not impede on the orderly conduct of district schools, and will be expected to respect the rights of others on district property, including, but not limited to, district owned/leased/chartered vehicles, at school-sponsored events, and off-campus when student conduct has or is reasonably predicted to have a substantially disruptive effect on district operations and/or the educational environment.

Disciplinary Standards

Consequences for misconduct will be fair and developmentally appropriate in light of the circumstances. The Superintendent shall develop age-appropriate disciplinary standards in consultation with principals and other applicable district personnel. In addition, the Superintendent shall develop administrative regulations to assist administrators/their designees with investigating potential conduct violations.

Disciplinary policies, procedures, and guidelines need not be identical in content district wide but must:

1. Be identical in content for all district elementary schools.
2. Be identical in content for all district middle schools.
3. Be identical in content for all district high schools.

Disciplinary Standards for Special Education Students

District employees are required to comply with the Individuals with Disabilities Education Act when responding to violations of student conduct standards by special education students.

Prohibited Disciplinary Actions

The Board recognizes that reasonable physical force may occasionally be necessary to guard the safety and well being of students or employees or to deliver a student to an administrator's office; however, the use of corporal punishment, defined as the willful infliction of physical pain on a student, is not allowed in the Killdeer School District. Corporal punishment does not include action taken by an employee for self-defense, protection of persons or property, obtaining possession of a weapon or other dangerous object, to quell a verbal disturbance, for the preservation of order, or pain or discomfort caused by athletic competition or recreational activities voluntarily engaged in by a student.

Complaints alleging that a district employee inflicted corporal punishment will be dealt with in accordance with school board policy on personnel complaints.

Disciplinary Authority

Regulations on disciplinary standards and investigation procedures shall delineate the degree of disciplinary authority that the District shall grant to teachers and principals.

REQUIRED

Other school personnel shall be granted disciplinary authority by the principal and/or Superintendent on a case-by-case basis based on the nature and scope of the employee's duties. Personnel granted such authority shall be required to comply with this policy and any disciplinary authority limits established by regulations. Employees unauthorized to administer student discipline shall report student misconduct to the appropriate school authority.

Any district employee who acts outside the scope of his/her assigned level of disciplinary authority may be subject to disciplinary action, including but not limited to, discharge from/termination of employment in accordance with law and/or the negotiated agreement.

Complementary Documents

- FF-AR, Student Conduct Standards & Disciplinary Procedures
- FF-E, Examples of Student Conduct Violations
- FF-E2, Student Conduct Standards
- KACB, Complaints About Personnel

End of Killdeer School District #16 Policy FFAdopted: 08/14/13

REQUIRED

FF - STUDENT CONDUCT & DISCIPLINE (~~Prohibition on Corporal Punishment~~)

Conduct Standards

Students will be expected to conduct themselves in a manner fitting their age level and maturity, in a manner that will not impede on the orderly conduct of district schools, and will be expected to respect the rights of others on district property, including, but not limited to, district owned/leased/chartered vehicles, at school-sponsored events, on field trips and in other off-campus settings when student conduct has or is reasonably predicted to have a substantially disruptive effect on district operations and/or the educational environment.

Disciplinary Standards

Consequences for misconduct will be fair and developmentally appropriate in light of the circumstances. The Superintendent shall develop age-appropriate disciplinary standards in consultation with principals and other applicable district personnel. In addition, the Superintendent shall develop administrative regulations to assist administrators/their designees with investigating potential conduct violations.

Disciplinary policies, procedures, and guidelines need not be identical in content district wide but must:

1. Be identical in content for all district elementary schools.
2. Be identical in content for all district middle schools.
3. Be identical in content for all district high schools. (except alternative high school programs).
3. ———

Disciplinary Standards for Special Education Students

District employees are required to comply with the Individuals with Disabilities Education Act (IDEA) when responding to violations of student conduct standards by special education students.

Prohibited Disciplinary Actions

The Board recognizes that reasonable physical force may occasionally be necessary to guard the safety and well-being of students or employees ~~or to deliver a student to an administrator's office~~; however, the use of corporal punishment, defined as the willful infliction of physical pain on a student, is not allowed in the Killdeer School District. Corporal punishment does not include action taken by an employee for self-defense, protection of persons or property, obtaining possession of a weapon or other dangerous object, to quell a verbal disturbance, for the preservation of order, or pain or discomfort caused by athletic competition or recreational activities voluntarily engaged in by a student.

Complaints alleging that a district employee inflicted corporal punishment will be dealt with in accordance with school board policy on personnel complaints.

REQUIRED

Disciplinary Authority

Regulations on disciplinary standards and investigation procedures shall delineate the degree of disciplinary authority that the District shall grant to teachers and principals.

Other school personnel shall be granted disciplinary authority by the principal and/or Superintendent on a case-by-case basis based on the nature and scope of the employee's duties. Personnel granted such authority shall be required to comply with this policy and any disciplinary authority limits established by regulations. Employees unauthorized to administer student discipline shall report student misconduct to the appropriate school authority.

Any district employee who acts outside the scope of his/her assigned level of disciplinary authority may be subject to disciplinary action, including but not limited to, discharge from/termination of employment in accordance with law and/or the negotiated agreement.

Law Enforcement and Juvenile Court Referral

When employees identify or suspect a crime or delinquent act may have been committed on school property or in an educational activity, employees should contact administration, who may file a report with law enforcement or the school resource officer. Law enforcement have the proper training and authority to investigate and make referrals to juvenile and adult courts based on reasonable grounds and knowledge of the facts alleged. Schools may request a referral to juvenile court and shall cooperate with both law enforcement and applicable courts in providing information as subpoenaed or ordered.

Prior to making referrals to law enforcement or juvenile court for suspected infractions or misdemeanor offenses, administration must document all internal or external consultations and exhaust all school discipline policies. Intervention and exhaustion is not required for the following misdemeanor offenses:

- Drug-related offenses under NDCC Title 19;
- Offenses against a person under NDCC chapters 12.1-17, 12.1-31.2, or 14-07.1;
- Sex offenses under NDCC chapters 12.1-20, 12.1-27.1, 12.1-27.2, and 12.1-29; and
- Any offense involving a firearm, weapon, or dangerous weapon as defined in NDCC § 62.1-01-01.

A law enforcement officer may:

1. Investigate possible delinquent offenses and conduct occurring at a school, including conducting probable cause searches;
2. Consult with school staff about the conduct of a child enrolled in a school, but any disclosure of student records or personally identifiable information from such

REQUIRED

records must be made in accordance with the Family Educational Rights and Privacy Act (FERPA);

3. Refer a child to the juvenile court for a delinquent offense occurring on school grounds or on school property as allowed by this section;
4. Transport a child enrolled in a school to a location permitted by law;
5. Take temporary custody of a child in accordance with NDCC § 27-20.4-05 or protective custody of a child in accordance with NDCC § 27-20.3-06; and
6. Protect the safety of students and the school community

Complementary Documents

- DE, Staff Code of Conduct
- FF-AR, Student Conduct Standards and Disciplinary Procedures
- FF-E, Examples of Student Conduct Violations
- KACB, Complaints About Personnel

Legal References

- 20 USC § 1232g, Family Educational Rights and Privacy Act (FERPA)
- 34 CFR Part 99, FERPA Regulations
- NDCC Title 12.1, Criminal Code
- NDCC § 14-02-07, Force to Protect
- NDCC Ch. 14-07.1, Domestic Violence
- NDCC § 15.1-19-02, Corporal Punishment – Prohibited
- NDCC Title 19, Foods, Drugs, Oils, and Compounds
- NDCC § 25-01.2-09, Punishment – Seclusion – Restraints – Psychosurgery – Sterilization – Shock Treatment
- NDCC § 27-20.4-05.1, Method of Making a Delinquency Referral to Juvenile Court
- NDCC § 27-20.3-06, Taking Into Protective Custody
- NDCC § 62.1-01-01, General Definitions
 - FF-AR, Student Conduct Standards & Disciplinary Procedures

REQUIRED

- ~~FF-E, Examples of Student Conduct Violations~~
- ~~FF-E2, Student Conduct Standards~~
- ~~KACB, Complaints About Personnel~~

End of Killdeer School District #16 Policy FF**Adopted: 08/14/13**

Amended: 12/10/25

K. Consider Policy FGA - Student Education Records and Privacy

REQUIRED

FGA - STUDENT EDUCATION RECORDS AND PRIVACY

The Killdeer School Board believes that while collection and use of student information is necessary to provide educational and student support services, the District must implement safeguards to ensure information is appropriately protected and used to serve the best interests of students. The purpose of this policy is to establish such safeguards.

Definitions

- *Directory information* is defined as personally identifiable information contained in a student education record that is generally considered not harmful or an invasion of privacy if disclosed and includes:
 - a. Name (first and last)
 - b. Address
 - c. Date and place of birth
 - d. Dates of attendance
 - e. Degrees, honors, and awards received
 - f. Grade level
 - g. Most recent school attended
 - h. Participation in officially recognized activities and sports
 - i. Photograph
 - j. School email address
 - k. Student identification number if it cannot be used alone to access an educational record and is not the student's social security number
 - l. Telephone listing
 - m. Weight and height of members of athletic teams
- *Education records* are records that are directly related to a student and are maintained by the District or by a party acting on behalf of the District. These records include but are not limited to grades, transcripts, class lists, student course schedules, health records, and student discipline files. This definition excludes law enforcement records and records in the sole possession of the maker used only as a memory aid.
- *Eligible student* means a student who has reached the age of 18.
- *FERPA* stands for the Family Educational Rights and Privacy Act.

REQUIRED

- *Legitimate educational interest* is defined as access that is needed in order for a school official to fulfill their professional responsibility.
- *Parent* means a parent of a student and includes a natural parent, a guardian, or an individual acting as a parent in the absence of a parent or a guardian.
- *Permanent record* is defined as a record containing a student's name, address, phone number, record of grades, years enrolled, courses attended, and grades completed.
- *Personally Identifiable Information* (PII) includes information maintained in the student's education record that could be used alone or in combination to trace a student's identity directly or indirectly and would allow a reasonable person, who does not have personal knowledge of the relevant circumstances, to identify the student with reasonable certainty.
- *Record* means any information recorded in any way including, but not limited to, handwriting, print, computer media, video or audio tape, film, microfilm, and microfiche.
- *School official* is defined as an individual who has a legitimate educational interest in accessing student educational records and is affiliated with the District in one of the following capacities:
 - a. An individual employed by the District in an administrative, instructional, or support staff position;
 - b. School board members; or
 - c. Contractors, consultants, volunteers, service providers, or other party with whom the District has outsourced institutional services or functions for which the District would otherwise use employees; records provided to these third parties must remain directly under the district's control for purposes of maintenance and use and the third party must agree to comply with 34 C.F.R. 99.33(a). Examples include, but are not limited to, school resource officers, interns, student teachers, the district's attorney, PowerSchool, SLDS, learning management software, hot lunch tracking software, and district alert systems.

Designation and Responsibilities of Privacy Officers

The Superintendent or designee shall serve as Chief Privacy Officer. In this role, the Superintendent is responsible for submitting to the Board for approval student information sharing requests from third-party individuals/entities other than parties to which the District reports student information under law. The Superintendent shall also maintain a master list of all individuals and entities having access to student information, including school district personnel listed by title. To ensure this list remains current and is manageable to maintain, it shall not contain names of individuals who have access to data.

REQUIRED

The Superintendent may designate privacy officers at the District and building level. These privacy officers are responsible for:

1. Maintaining a list of school personnel by title who have access to student information; this list shall be provided to the Superintendent each time it is updated;
2. Submitting to the Superintendent for board approval new requests to share student information with third-party individuals and entities other than parties to which the District reports student information under law;
3. Ensuring that access to student information is granted only to the extent there is a legitimate educational interest and in accordance with this policy and any applicable agreements;
4. Enforcing this and other applicable district confidentiality and data protection policies; and
5. Providing a list of students who have opted-out of directory information to classroom teachers and other district staff who have a need to know.

Information Release Safeguards

1. Access by Parents and Eligible Students

To ensure compliance with parental and eligible student access requirements under FERPA:

- a. The District shall comply with a request by a parent or eligible student to access education records within a reasonable period of time, not to exceed 45 days after receipt of a request; and
- b. The Board shall develop procedures for a parent or eligible student to review and amend educational records. These procedures shall include procedures to verify the identity of a requesting parent or eligible student. The regulations shall be delineated in board regulations and disseminated annually in accordance with law.

2. Classroom Use of Instructional Tools Requiring Release of Student Information

Teachers are encouraged to use instructional technological tools that allow for use of an alias or that do not require submission of directory information, other than or in addition to name, or PII. Whenever a teacher wishes to use an instructional tool that requires release of directory information, other than or in addition to name, or PII such as, but not limited to, software or an app, the teacher shall submit a request to the building-level privacy officer. The privacy officer shall check the district's master list of individuals and entities approved to receive student information. If the entity is not on this list or the teacher's request is beyond the scope of information sharing permission previously granted, the privacy officer shall either deny the teacher's request or submit an information-sharing request to the Superintendent for board approval. If the teacher is authorized to use the instructional tool, the building-level privacy officer shall ensure the teacher

REQUIRED

complies with any parental consent requirements and directory information opt-out requests before using the tool.

3. Data Breaches

District employees are responsible for informing a privacy officer of any known or suspected breach of PII. When a privacy officer becomes aware of a breach of student PII, they shall contact the Chief Privacy Officer. The Chief Privacy Officer shall determine if enactment of data breach response procedures contained in policy IDC and NDCC Ch. 51-30 is appropriate.

4. Information Storage and Destruction

Student education records shall be reviewed annually and any records unnecessary for progression to the next grade level, not needed for college entrance purposes, not needed for extracurricular participation, not needed for disciplinary purposes, and records that are not part of the permanent record will be shredded or destroyed. Exceptions apply for any content that may reasonably be related to litigation or anticipated litigation (retain for six years after a student turns eighteen), bullying reports (retain in accordance with policy ACEA), concussion documentation (retain in accordance with policy FCAF), executive session tapes (retain for at least six months), PowerSchool records, and special education records (retain in accordance with the Individuals with Disabilities Education Act).

5. Directory Information

The District may disclose directory information without parental or eligible student consent if it has given parents or eligible students a reasonable amount of time to opt-out of directory information release. Opt-out notices should be provided at the beginning of the school year and when a student otherwise enrolls in the District. These notices shall contain a reasonable deadline of at least ten days for parents or eligible students to opt out.

The Board approves release of directory information as follows:

- a. Publication on the district's website;
- b. To board-approved vendors for purposes of sale of school-related items such as, but not limited to, yearbooks, school pictures, graduation items, district apparel, and book orders;
- c. To military and college recruiters in accordance with applicable laws (NDCC 15.1-07-25.1 and 20 U.S.C. 7908);
- d. To official district newspaper for purposes of recognizing student accomplishments and coverage of extracurricular events;
- e. To school-affiliated groups for purposes of communicating and fundraising;
- f. To school-sponsored student publications including, but not limited to, newspapers and yearbooks; and

REQUIRED

- g. When the Board receives and approves a directory information release request; directory information shall only be released and used for purposes specified in the release request and the Superintendent shall add approved requestors to the district's master list of individuals and entities having access to student information. The Board shall develop criteria in regulations for approving and denying these requests.

Any district employee who wishes to disseminate student directory information to a third party shall contact their building-level privacy officer. The privacy officer shall determine if the Board has previously approved such release and, if not, deny the request or submit it to the Superintendent for board approval. Upon board approval, the Superintendent shall instruct the privacy officer to ensure compliance with any opt-out requests made by parents.

6. Personally Identifiable Information (PII)

Any third party requesting or receiving access to student PII must receive board approval unless the third party is required to receive PII under state or federal law. Any school employee who wishes to share PII with a third party shall contact their building-level privacy officer. The privacy officer shall determine if the Board has previously approved such release and, if not, deny the request or submit it to the Superintendent for board approval. Upon board approval of any PII release request, the applicable privacy officer shall inform the requestor of any parental consent requirements (see #7) and ensure the requestor complies with such requirements.

Parental or eligible student consent is not required to release PII under the following circumstances:

- a. The District receives information under 42 U.S.C. 14071 and applicable federal guidelines about a student who is a registered sex offender under section 170101 of the Violent Crime Control and Law Enforcement Act of 1994 (42 U.S.C. 14071), and the District has a need to disclose the student's status as a sex offender for safety purposes;
- b. In connection with a health or safety emergency under the conditions described in 34 C.F.R. 99.36;
- c. If records have been de-identified by the District; third party individuals and entities that receive de-identified information shall be included on the district's master list of individuals and entities having access to student information
- d. To a school official who has a legitimate educational interest in the education records if the following conditions are satisfied:
 - i. Access shall be limited to only information the school official has a legitimate need to know;

REQUIRED

- ii. School officials shall use the information only for the purposes for which the disclosure was made and shall not re-disclose the information to any other party without proper consent or legal authority; and
 - iii. Titles of individuals and entities considered school officials shall be included on the district's master list of individuals and entities having access to student information;
- e. To a court without a court order or subpoena when the District initiates legal action against a parent/student or a parent/student initiates legal action against the District
- f. To accrediting bodies for purposes of accreditation
- g. To an organization conducting a study for the District to develop, validate, or administer a predictive test; administer student aid programs; or improve instruction so long as the organization has entered into a written agreement with the Board in accordance with law; if the organization is conducting a survey of students, the District shall ensure parents are notified in compliance with policy GCC and shall obtain parental consent, if applicable (see #7)
- h. To another school in which the student seeks, intends to, or is already enrolled
- i. To authorized representatives of the Comptroller General of the United States, the Attorney General of the United States, the U.S. Secretary of Education, and state and local educational authorities for audit or evaluation of federal or state supported education programs or for the enforcement of or compliance with federal legal requirements that relate to those programs;
- j. To comply with a judicial order or lawfully issued subpoena; the District must make reasonable attempt to contact the parent or eligible student before disclosure unless the court order instructs otherwise; or
- k. To the parents of an eligible student who is also a "dependent student" as defined in IRS Section 152.

The District will take measures necessary to ensure that individuals and entities to which PII is released shall only have access to information necessary to fulfill their responsibilities under law and to the District. Measures may include, but not be limited to, controlling access to computer data through password restrictions, controlled access to paper records, and ensuring that any information access agreements required by law are properly executed by the Board.

7. When Parental Consent is Required

The District must obtain parental or eligible student consent to release student information under the following circumstances:

REQUIRED

- a. The Board has approved release of PII to an individual or entity not meeting the definition of school official under law and/or not meeting an exception to the parental consent requirement under FERPA;
- b. The Board has approved release of directory information, other than or in addition to name, or PII to an online service provider for commercial purposes and the impacted students are under the age of 13;¹
- c. When administering a survey funded in whole or in part by the U.S. Department of Education and concerning any of the following areas²:
 - i. Political affiliations or beliefs of the student or the student's parent;
 - ii. Mental or psychological problems of the student or the student's family;
 - iii. Sex behavior or attitudes;
 - iv. Illegal, anti-social, self-incriminating, or demeaning behavior;
 - v. Critical appraisals of other individuals with whom respondents have close family relationships;
 - vi. Legally recognized privileged or analogous relationships, such as those of lawyers, physicians, and ministers;
 - vii. Religious practices, affiliations, or beliefs of the student or student's parent; or
 - viii. Income (other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under such program).

If the District is unable to obtain this consent, it shall not release the impacted student's information.

504 Plans and Individual Educational Programs (IEPs)

Sharing of student information necessary for developing, amending, or implementing an IEP or 504 Plan and sharing student information needed to determine eligibility for special education or disability services are not subject to board approval requirements in NDCC ch. 15.1-07-25.3 because the District provides these services in fulfillment of requirements under state and federal law.

Policy Violations

Failure by a district employee or volunteer to comply with this policy, other district confidentiality requirements, or any improper disclosure of student information by a school

¹ Children's Online Privacy Protection Act, 16 CFR 312

² Protection of Pupil Rights Amendment, 20 U.S.C. § 1232h; 34 CFR Part 98

REQUIRED

employee or volunteer shall result in disciplinary action up to and including termination of employment. Failure by a third party to comply with this policy, any information-sharing agreements between the District and third party, or any improper disclosure of student information by the third party may result in termination of the third-party's access to student information and termination of the district's agreement with the third party.

Training

School officials employed or volunteering for the District shall receive information and/or training on confidentiality requirements pertaining to student education records and consequences for breaching confidentiality. The District shall also provide training to applicable school personnel on the procedures for requesting to release student information contained in this policy.

Complementary Documents

- DE, Staff Code of Conduct
- FACB, Transfer and Withdrawal Records
- FGA-BR1, Student Education Records Access and Amendment Procedure
- FGA-BR2, Criteria for Approving and Denying Directory Information and PII Release Requests
- FGA-E1, Notice for Directory Information
- FGA-E2, Model Notice of Rights Under FERPA for Elementary and Secondary Schools
- FGA-E3, FERPA Release Form for Parents
- FGA-E4, Notice of Executive Session Tape on File
- FGA-E5, Student Information Sharing Request
- FGA-E6, Model Form for Disclosure to Parents of Dependent Students
- FGA-E7, School Officials' Guide to FERPA and Data Privacy
- FGA-E8, Parties Approved to Receive Student Data
- GCC, Protection of Pupil Rights Amendment
- IDC, Data Protection and Security Breaches

End of Killdeer School District #16 Policy FGAAdopted: 04/12/23

REQUIRED

FGA - STUDENT EDUCATION RECORDS AND PRIVACY

The **[Name of District]** School Board believes that while collection and use of student information is necessary to provide educational and student support services, the District must implement safeguards to ensure information is appropriately protected and used to serve the best interests of students. The purpose of this policy is to establish such safeguards.

Definitions

- *Directory information* is defined as personally identifiable information contained in a student education record that is generally considered not harmful or an invasion of privacy if disclosed and includes:
 - Name (first and last)
 - a. Address
 - b. **[OPTIONAL: Date and place of birth]**
 - c. **[OPTIONAL: Dates of attendance]**
 - d. **[OPTIONAL: Degrees, honors, and awards received]**
 - e. **[OPTIONAL: Grade level]**
 - f. **[OPTIONAL: Most recent school attended]**
 - g. **[OPTIONAL: Participation in officially recognized activities and sports]**
 - h. **[OPTIONAL: Photograph]**
 - i. **[OPTIONAL: School email address]**
 - j. **[OPTIONAL: Student identification number if it cannot be used alone to access an educational record and is not the student's social security number]**
 - k. Telephone listing
 - l. **[OPTIONAL: Weight and height of members of athletic teams]**
- *Education records* are records that are directly related to a student and are maintained by the District or by a party acting on behalf of the District. These records include but are not limited to grades, transcripts, class lists, student course schedules, health records, and student discipline files. This

definition excludes law enforcement records and records in the sole possession of the maker used only as a memory aid.

- *Eligible student* means a student who has reached the age of 18.
- *FERPA* stands for the Family Educational Rights and Privacy Act.
- *Legitimate educational interest* is defined as access that is needed in order for a school official to fulfill their professional responsibility.
- *Parent* means a parent of a student and includes a natural parent, a guardian, or an individual acting as a parent in the absence of a parent or a guardian.
- *Permanent record* is defined as a record containing a student's name, address, phone number, record of grades, years enrolled, courses attended, and grades completed.
- *Personally Identifiable Information* (PII) includes information maintained in the student's education record that could be used alone or in combination to trace a student's identity directly or indirectly and would allow a reasonable person, who does not have personal knowledge of the relevant circumstances, to identify the student with reasonable certainty.
- *Record* means any information recorded in any way including, but not limited to, handwriting, print, computer media, video or audio tape, film, microfilm, and microfiche.
- *School official* is defined as an individual who has a legitimate educational interest in accessing student educational records and is affiliated with the District in one of the following capacities:
 - a. An individual employed by the District in an administrative, instructional, or support staff position;
 - b. School board members; or
 - c. Contractors, consultants, volunteers, service providers, or other party with whom the District has outsourced institutional services or functions for which the District would otherwise use employees; records provided to these third parties must remain directly under the district's control for purposes of maintenance and use and the third party must agree to comply with 34 C.F.R. 99.33(a). Examples include, but are not limited to, school resource officers, interns, student teachers, the district's attorney, PowerSchool, SLDS, learning management software, hot lunch tracking software, and district alert systems.

Designation and Responsibilities of Privacy Officers

The Superintendent or designee shall serve as Chief Privacy Officer. In this role, the Superintendent is responsible for submitting to the Board for approval student information sharing requests from third-party individuals/entities other than parties to which the District reports student information under law. The Superintendent shall also maintain a

master list of individuals and entities having access to student information, including school district personnel listed by title. To ensure this list remains current and is manageable to maintain, it shall not contain names of individuals who have access to data.

The Superintendent may designate privacy officers at the District and building level. These privacy officers are responsible for:

1. Maintaining a list of school personnel by title who have access to student information; this list shall be provided to the Superintendent each time it is updated;
2. Submitting to the Superintendent for board approval new requests to share student information with third-party individuals and entities other than parties to which the District reports student information under law;
3. Ensuring that access to student information is granted only to the extent there is a legitimate educational interest and in accordance with this policy and any applicable agreements;
4. Enforcing this and other applicable district confidentiality and data protection policies; and
5. Providing a list of students who have opted-out of directory information to classroom teachers and other district staff who have a need to know.

REQUIRED

Information Release Safeguards

1. Access by Parents and Eligible Students

To ensure compliance with parental and eligible student access requirements under FERPA:

- a. The District shall comply with a request by a parent or eligible student to access education records within a reasonable period of time, not to exceed 45 days after receipt of a request; and
- b. The Board shall develop procedures for a parent or eligible student to review and amend educational records. These procedures shall include procedures to verify the identity of a requesting parent or eligible student. The regulations shall be delineated in board regulations and disseminated annually in accordance with law.

2. Classroom Use of Instructional Tools Requiring Release of Student Information

Teachers are encouraged to use instructional technological tools that allow for use of an alias or that do not require submission of directory information, other than or in addition to name, or PII. Whenever a teacher wishes to use an instructional tool that requires release of directory information, other than or in addition to name, or

PII such as, but not limited to, software or an app, the teacher shall submit a request to the building-level privacy officer. The privacy officer shall check the district's master list of individuals and entities approved to receive student information. If the entity is not on this list or the teacher's request is beyond the scope of information sharing permission previously granted, the privacy officer shall either deny the teacher's request or submit an information-sharing request to the Superintendent for board approval. If the teacher is authorized to use the instructional tool, the building-level privacy officer shall ensure the teacher complies with any parental consent requirements and directory information opt-out requests before using the tool.

3. Data Breaches

District employees are responsible for informing a privacy officer of any known or suspected breach of PII. When a privacy officer becomes aware of a breach of student PII, they shall contact the Chief Privacy Officer. The Chief Privacy Officer shall determine if enactment of data breach response procedures contained in policy IDC and NDCC Ch. 51-30 is appropriate.

4. Information Storage and Destruction

Student education records shall be reviewed annually and any records unnecessary for progression to the next grade level, not needed for college entrance purposes, not needed for extracurricular participation, not needed for disciplinary purposes, and records that are not part of the permanent record will be shredded or destroyed. Exceptions apply for any content that may reasonably be related to litigation or anticipated litigation (retain for six years after a student turns eighteen), bullying reports (retain in accordance with policy ACEA), concussion documentation (retain in accordance with policy FCAF), executive session tapes (retain for at least six months), PowerSchool records, and special education records (retain in accordance with the Individuals with Disabilities Education Act).

5. Directory Information

The District may disclose directory information without parental or eligible student consent if it has given parents or eligible students a reasonable amount of time to opt-out of directory information release. Opt-out notices should be provided at the beginning of the school year and when a student otherwise enrolls in the District. These notices shall contain a reasonable deadline of at least ten days for parents or eligible students to opt out.

The Board approves release of directory information as follows:

- a. **[OPTIONAL: Publication on the district's website];**
- b. To board-approved vendors for purposes of sale of school-related items such as, but not limited to, yearbooks, school pictures, graduation items, district apparel, and book orders;

- c. To military and college recruiters in accordance with applicable laws (NDCC 15.1-07-25.1 and 20 U.S.C. 7908);
- d. To official district newspaper for purposes of recognizing student accomplishments and coverage of extracurricular events;
- e. To school-affiliated groups for purposes of communicating and fundraising;
- f. To school-sponsored student publications including, but not limited to, newspapers and yearbooks; and
- g. When the Board receives and approves a directory information release request; directory information shall only be released and used for purposes specified in the release request and the Superintendent shall add approved requestors to the district's master list of individuals and entities having access to student information. The Board shall develop criteria in regulations for approving and denying these requests.

Any district employee who wishes to disseminate student directory information to a third party shall contact their building-level privacy officer. The privacy officer shall determine if the Board has previously approved such release and, if not, deny the request or submit it to the Superintendent for board approval. Upon board approval, the Superintendent shall instruct the privacy officer to ensure compliance with any opt-out requests made by parents.

6. Personally Identifiable Information (PII)

Any third party requesting or receiving access to student PII must receive board approval unless the third party is required to receive PII under state or federal law. Any school employee who wishes to share PII with a third party shall contact their building-level privacy officer. The privacy officer shall determine if the Board has previously approved such release and, if not, deny the request or submit it to the Superintendent for board approval. Upon board approval of any PII release request, the applicable privacy officer shall inform the requestor of any parental consent requirements (see #7) and ensure the requestor complies with such requirements.

Parental or eligible student consent is not required to release PII under the following circumstances:

- a. The District receives information under 42 U.S.C. 14071 and applicable federal guidelines about a student who is a registered sex offender under section 170101 of the Violent Crime Control and Law Enforcement Act of 1994 (42 U.S.C. 14071), and the District has a need to disclose the student's status as a sex offender for safety purposes;
- b. In connection with a health or safety emergency under the conditions described in 34 C.F.R. 99.36;
- c. If records have been de-identified by the District; third party individuals and entities that receive de-identified information shall be included on the

district's master list of individuals and entities having access to student information

- d. To a school official who has a legitimate educational interest in the education records if the following conditions are satisfied:
 - i. Access shall be limited to only information the school official has a legitimate need to know;
 - ii. School officials shall use the information only for the purposes for which the disclosure was made and shall not re-disclose the information to any other party without proper consent or legal authority; and
 - iii. Titles of individuals and entities considered school officials shall be included on the district's master list of individuals and entities having access to student information;
- e. To a court without a court order or subpoena when the District initiates legal action against a parent/student or a parent/student initiates legal action against the District
- f. To accrediting bodies for purposes of accreditation
- g. To an organization conducting a study for the District to develop, validate, or administer a predictive test; administer student aid programs; or improve instruction so long as the organization has entered into a written agreement with the Board in accordance with law; if the organization is conducting a survey of students, the District shall ensure parents are notified in compliance with policy GCC and shall obtain parental consent, if applicable (see #7)
- h. To another school in which the student seeks, intends to, or is already enrolled
- i. To authorized representatives of the Comptroller General of the United States, the Attorney General of the United States, the U.S. Secretary of Education, and state and local educational authorities for audit or evaluation of federal or state supported education programs or for the enforcement of or compliance with federal legal requirements that relate to those programs;
- j. To comply with a judicial order or lawfully issued subpoena; the District must make reasonable attempt to contact the parent or eligible student before disclosure unless the court order instructs otherwise;
- k. To the parents of an eligible student who is also a "dependent student" as defined in IRS Section 152; or
- l. To the state entity managing a student information system so long as the organization has entered into a written agreement with the Board in accordance with law; the data sharing agreement must include a clause that designates the department as an authorized representative of the District under FERPA for purposes of the statewide longitudinal data system.

The District will take measures necessary to ensure that individuals and entities to which PII is released shall only have access to information necessary to fulfill their responsibilities under law and to the District. Measures may include, but not be limited to, controlling access to computer data through password restrictions, controlled access to paper records, and ensuring that any information access agreements required by law are properly executed by the Board.

7. When Parental Consent is Required

The District must obtain parental or eligible student consent to release student information under the following circumstances:

- a. The Board has approved release of PII to an individual or entity not meeting the definition of school official under law and/or not meeting an exception to the parental consent requirement under FERPA;
- b. The Board has approved release of directory information, other than or in addition to name, or PII to an online service provider for commercial purposes and the impacted students are under the age of 13;^{1[1]}
- c. When administering a survey funded in whole or in part by the U.S. Department of Education and concerning any of the following areas^{2[2]}:
 - i. Political affiliations or beliefs of the student or the student's parent;
 - ii. Mental or psychological problems of the student or the student's family;
 - iii. Sex behavior or attitudes;
 - iv. Illegal, anti-social, self-incriminating, or demeaning behavior;
 - v. Critical appraisals of other individuals with whom respondents have close family relationships;
 - vi. Legally recognized privileged or analogous relationships, such as those of lawyers, physicians, and ministers;
 - vii. Religious practices, affiliations, or beliefs of the student or student's parent; or
 - viii. Income (other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under such program).

If the District is unable to obtain this consent, it shall not release the impacted student's information.

504 Plans and Individual Educational Programs (IEPs)

Sharing of student information necessary for developing, amending, or implementing an IEP or 504 Plan and sharing student information needed to determine eligibility for special

education or disability services are not subject to board approval requirements in NDCC 15.1-07-25.3 because the District provides these services in fulfillment of requirements under state and federal law.

Policy Violations

Failure by a district employee or volunteer to comply with this policy, other district confidentiality requirements, or any improper disclosure of student information by a school employee or volunteer shall result in disciplinary action up to and including termination of employment. Failure by a third party to comply with this policy, any information-sharing agreements between the District and third party, or any improper disclosure of student information by the third party may result in termination of the third-party's access to student information and termination of the district's agreement with the third party.

Training

School officials employed or volunteering for the District shall receive information and/or training on confidentiality requirements pertaining to student education records and consequences for breaching confidentiality. The District shall also provide training to applicable school personnel on the procedures for requesting to release student information contained in this policy.

Complementing NDSBA Templates (may contain items not adopted by the Board)

- DE, Staff Code of Conduct
- FACB, Transfer and Withdrawal Records
- FGA-BR1, Student Education Records Access and Amendment Procedure
- FGA-BR2, Criteria for Approving and Denying Directory Information and PII Release Requests
- FGA-E1, Notice for Directory Information
- FGA-E2, Model Notice of Rights Under FERPA for Elementary and Secondary Schools
- FGA-E3, FERPA Release Form for Parents
- FGA-E4, Notice of Executive Session Tape on File
- FGA-E5, Student Information Sharing Request
- FGA-E6, Model Form for Disclosure to Parents of Dependent Students
- FGA-E7, School Officials' Guide to FERPA and Data Privacy
- FGA-E8, Parties Approved to Receive Student Data

- GCC, Protection of Pupil Rights Amendment and Third-Party Research on Students
- IDC, Data Protection and Security Breaches

Legal References

- 20 U.S.C. § 1232g, Family Education and Privacy Rights
- 34 CFR Part 99, Family Educational Rights and Privacy
- NDCC § 15.1-06-06, Approval of Public Schools
- NDCC § 15.1-07-25.3, Protection of Student Data – School District Policy
- NDCC § 15.1-07-33, Student Information System - Exemption
- NDCC § 15.1-19-14, School Law Enforcement Unit
- NDCC § 15.1-19-15, Record Retention

End of [Name of District] Policy FGA. Adopted:

[07/25]

NOTICE

This template is the intellectual property of NDSBA and may not be copied, reproduced, distributed or displayed without NDSBA's permission. Members who willfully disregard the NDSBA copyright guidance risk suspension in the Policy Services program.

Policy Services members should refrain from sending any NDSBA policy templates outside their District. Districts with policy template requests or questions should contact our office at 1-800-932-8791.

[1] Children's Online Privacy Protection Act, 16 CFR 312
 [2] Protection of Pupil Rights Amendment, 20 U.S.C. § 1232h; 34 CFR Part 98

REQUIRED

FGA - STUDENT EDUCATION RECORDS AND PRIVACY

The Killdeer School Board believes that while collection and use of student information is necessary to provide educational and student support services, the District must implement safeguards to ensure information is appropriately protected and used to serve the best interests of students. The purpose of this policy is to establish such safeguards.

Definitions

- *Directory information* is defined as personally identifiable information contained in a student education record that is generally considered not harmful or an invasion of privacy if disclosed and includes:
 - a. Name (first and last)
 - b. Address
 - c. Date and place of birth
 - d. Dates of attendance
 - e. Degrees, honors, and awards received
 - f. Grade level
 - g. Most recent school attended
 - h. Participation in officially recognized activities and sports
 - i. Photograph
 - j. School email address
 - k. Student identification number if it cannot be used alone to access an educational record and is not the student's social security number
 - l. Telephone listing
 - m. Weight and height of members of athletic teams
- *Education records* are records that are directly related to a student and are maintained by the District or by a party acting on behalf of the District. These records include but are not limited to grades, transcripts, class lists, student course schedules, health records, and student discipline files. This definition excludes law enforcement records and records in the sole possession of the maker used only as a memory aid.
- *Eligible student* means a student who has reached the age of 18.
- *FERPA* stands for the Family Educational Rights and Privacy Act.

REQUIRED

- *Legitimate educational interest* is defined as access that is needed in order for a school official to fulfill their professional responsibility.
- *Parent* means a parent of a student and includes a natural parent, a guardian, or an individual acting as a parent in the absence of a parent or a guardian.
- *Permanent record* is defined as a record containing a student's name, address, phone number, record of grades, years enrolled, courses attended, and grades completed.
- *Personally Identifiable Information* (PII) includes information maintained in the student's education record that could be used alone or in combination to trace a student's identity directly or indirectly and would allow a reasonable person, who does not have personal knowledge of the relevant circumstances, to identify the student with reasonable certainty.
- *Record* means any information recorded in any way including, but not limited to, handwriting, print, computer media, video or audio tape, film, microfilm, and microfiche.
- *School official* is defined as an individual who has a legitimate educational interest in accessing student educational records and is affiliated with the District in one of the following capacities:
 - a. An individual employed by the District in an administrative, instructional, or support staff position;
 - b. School board members; or
 - c. Contractors, consultants, volunteers, service providers, or other party with whom the District has outsourced institutional services or functions for which the District would otherwise use employees; records provided to these third parties must remain directly under the district's control for purposes of maintenance and use and the third party must agree to comply with 34 C.F.R. 99.33(a). Examples include, but are not limited to, school resource officers, interns, student teachers, the district's attorney, PowerSchool, SLDS, learning management software, hot lunch tracking software, and district alert systems.

Designation and Responsibilities of Privacy Officers

The Superintendent or designee shall serve as Chief Privacy Officer. In this role, the Superintendent is responsible for submitting to the Board for approval student information sharing requests from third-party individuals/entities other than parties to which the District reports student information under law. The Superintendent shall also maintain a master list of all individuals and entities having access to student information, including school district personnel listed by title. To ensure this list remains current and is manageable to maintain, it shall not contain names of individuals who have access to data.

REQUIRED

The Superintendent may designate privacy officers at the District and building level. These privacy officers are responsible for:

1. Maintaining a list of school personnel by title who have access to student information; this list shall be provided to the Superintendent each time it is updated;
2. Submitting to the Superintendent for board approval new requests to share student information with third-party individuals and entities other than parties to which the District reports student information under law;
3. Ensuring that access to student information is granted only to the extent there is a legitimate educational interest and in accordance with this policy and any applicable agreements;
4. Enforcing this and other applicable district confidentiality and data protection policies; and
5. Providing a list of students who have opted-out of directory information to classroom teachers and other district staff who have a need to know.

Information Release Safeguards

1. Access by Parents and Eligible Students

To ensure compliance with parental and eligible student access requirements under FERPA:

- a. The District shall comply with a request by a parent or eligible student to access education records within a reasonable period of time, not to exceed 45 days after receipt of a request; and
- b. The Board shall develop procedures for a parent or eligible student to review and amend educational records. These procedures shall include procedures to verify the identity of a requesting parent or eligible student. The regulations shall be delineated in board regulations and disseminated annually in accordance with law.

2. Classroom Use of Instructional Tools Requiring Release of Student Information

Teachers are encouraged to use instructional technological tools that allow for use of an alias or that do not require submission of directory information, other than or in addition to name, or PII. Whenever a teacher wishes to use an instructional tool that requires release of directory information, other than or in addition to name, or PII such as, but not limited to, software or an app, the teacher shall submit a request to the building-level privacy officer. The privacy officer shall check the district's master list of individuals and entities approved to receive student information. If the entity is not on this list or the teacher's request is beyond the scope of information sharing permission previously granted, the privacy officer shall either deny the teacher's request or submit an information-sharing request to the Superintendent for board approval. If the teacher is authorized to use the instructional tool, the building-level privacy officer shall ensure the teacher

REQUIRED

complies with any parental consent requirements and directory information opt-out requests before using the tool.

3. Data Breaches

District employees are responsible for informing a privacy officer of any known or suspected breach of PII. When a privacy officer becomes aware of a breach of student PII, they shall contact the Chief Privacy Officer. The Chief Privacy Officer shall determine if enactment of data breach response procedures contained in policy IDC and NDCC Ch. 51-30 is appropriate.

4. Information Storage and Destruction

Student education records shall be reviewed annually and any records unnecessary for progression to the next grade level, not needed for college entrance purposes, not needed for extracurricular participation, not needed for disciplinary purposes, and records that are not part of the permanent record will be shredded or destroyed. Exceptions apply for any content that may reasonably be related to litigation or anticipated litigation (retain for six years after a student turns eighteen), bullying reports (retain in accordance with policy ACEA), concussion documentation (retain in accordance with policy FCAF), executive session tapes (retain for at least six months), PowerSchool records, and special education records (retain in accordance with the Individuals with Disabilities Education Act).

5. Directory Information

The District may disclose directory information without parental or eligible student consent if it has given parents or eligible students a reasonable amount of time to opt-out of directory information release. Opt-out notices should be provided at the beginning of the school year and when a student otherwise enrolls in the District. These notices shall contain a reasonable deadline of at least ten days for parents or eligible students to opt out.

The Board approves release of directory information as follows:

- a. Publication on the district's website;
- b. To board-approved vendors for purposes of sale of school-related items such as, but not limited to, yearbooks, school pictures, graduation items, district apparel, and book orders;
- c. To military and college recruiters in accordance with applicable laws (NDCC 15.1-07-25.1 and 20 U.S.C. 7908);
- d. To official district newspaper for purposes of recognizing student accomplishments and coverage of extracurricular events;
- e. To school-affiliated groups for purposes of communicating and fundraising;
- f. To school-sponsored student publications including, but not limited to, newspapers and yearbooks; and

REQUIRED

- g. When the Board receives and approves a directory information release request; directory information shall only be released and used for purposes specified in the release request and the Superintendent shall add approved requestors to the district's master list of individuals and entities having access to student information. The Board shall develop criteria in regulations for approving and denying these requests.

Any district employee who wishes to disseminate student directory information to a third party shall contact their building-level privacy officer. The privacy officer shall determine if the Board has previously approved such release and, if not, deny the request or submit it to the Superintendent for board approval. Upon board approval, the Superintendent shall instruct the privacy officer to ensure compliance with any opt-out requests made by parents.

6. Personally Identifiable Information (PII)

Any third party requesting or receiving access to student PII must receive board approval unless the third party is required to receive PII under state or federal law. Any school employee who wishes to share PII with a third party shall contact their building-level privacy officer. The privacy officer shall determine if the Board has previously approved such release and, if not, deny the request or submit it to the Superintendent for board approval. Upon board approval of any PII release request, the applicable privacy officer shall inform the requestor of any parental consent requirements (see #7) and ensure the requestor complies with such requirements.

Parental or eligible student consent is not required to release PII under the following circumstances:

- a. The District receives information under 42 U.S.C. 14071 and applicable federal guidelines about a student who is a registered sex offender under section 170101 of the Violent Crime Control and Law Enforcement Act of 1994 (42 U.S.C. 14071), and the District has a need to disclose the student's status as a sex offender for safety purposes;
- b. In connection with a health or safety emergency under the conditions described in 34 C.F.R. 99.36;
- c. If records have been de-identified by the District; third party individuals and entities that receive de-identified information shall be included on the district's master list of individuals and entities having access to student information
- d. To a school official who has a legitimate educational interest in the education records if the following conditions are satisfied:
 - i. Access shall be limited to only information the school official has a legitimate need to know;

REQUIRED

- ii. School officials shall use the information only for the purposes for which the disclosure was made and shall not re-disclose the information to any other party without proper consent or legal authority; and
 - iii. Titles of individuals and entities considered school officials shall be included on the district's master list of individuals and entities having access to student information;
 - e. To a court without a court order or subpoena when the District initiates legal action against a parent/student or a parent/student initiates legal action against the District
 - f. To accrediting bodies for purposes of accreditation
 - g. To an organization conducting a study for the District to develop, validate, or administer a predictive test; administer student aid programs; or improve instruction so long as the organization has entered into a written agreement with the Board in accordance with law; if the organization is conducting a survey of students, the District shall ensure parents are notified in compliance with policy GCC and shall obtain parental consent, if applicable (see #7)
 - h. To another school in which the student seeks, intends to, or is already enrolled
 - i. To authorized representatives of the Comptroller General of the United States, the Attorney General of the United States, the U.S. Secretary of Education, and state and local educational authorities for audit or evaluation of federal or state supported education programs or for the enforcement of or compliance with federal legal requirements that relate to those programs;
 - j. To comply with a judicial order or lawfully issued subpoena; the District must make reasonable attempt to contact the parent or eligible student before disclosure unless the court order instructs otherwise; or
 - k. To the parents of an eligible student who is also a "dependent student" as defined in IRS Section 152.
- e.l. To the state entity managing a student information system so long as the organization has entered into a written agreement with the Board in accordance with law; the data sharing agreement must include a clause that designates the department as an authorized representative of the District under FERPA for purposes of the statewide longitudinal data system.

The District will take measures necessary to ensure that individuals and entities to which PII is released shall only have access to information necessary to fulfill their responsibilities under law and to the District. Measures may include, but not be limited to, controlling access to computer data through password restrictions, controlled access to paper records, and ensuring that any information access agreements required by law are properly executed by the Board.

REQUIRED

7. When Parental Consent is Required

The District must obtain parental or eligible student consent to release student information under the following circumstances:

- a. The Board has approved release of PII to an individual or entity not meeting the definition of school official under law and/or not meeting an exception to the parental consent requirement under FERPA;
- b. The Board has approved release of directory information, other than or in addition to name, or PII to an online service provider for commercial purposes and the impacted students are under the age of 13;¹
- c. When administering a survey funded in whole or in part by the U.S. Department of Education and concerning any of the following areas²:
 - i. Political affiliations or beliefs of the student or the student's parent;
 - ii. Mental or psychological problems of the student or the student's family;
 - iii. Sex behavior or attitudes;
 - iv. Illegal, anti-social, self-incriminating, or demeaning behavior;
 - v. Critical appraisals of other individuals with whom respondents have close family relationships;
 - vi. Legally recognized privileged or analogous relationships, such as those of lawyers, physicians, and ministers;
 - vii. Religious practices, affiliations, or beliefs of the student or student's parent; or
 - viii. Income (other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under such program).

If the District is unable to obtain this consent, it shall not release the impacted student's information.

504 Plans and Individual Educational Programs (IEPs)

Sharing of student information necessary for developing, amending, or implementing an IEP or 504 Plan and sharing student information needed to determine eligibility for special education or disability services are not subject to board approval requirements in NDCC

¹ Children's Online Privacy Protection Act, 16 CFR 312

² Protection of Pupil Rights Amendment, 20 U.S.C. § 1232h; 34 CFR Part 98

REQUIRED

ch.—15.1-07-25.3 because the District provides these services in fulfillment of requirements under state and federal law.

Policy Violations

Failure by a district employee or volunteer to comply with this policy, other district confidentiality requirements, or any improper disclosure of student information by a school employee or volunteer shall result in disciplinary action up to and including termination of employment. Failure by a third party to comply with this policy, any information-sharing agreements between the District and third party, or any improper disclosure of student information by the third party may result in termination of the third-party's access to student information and termination of the district's agreement with the third party.

Training

School officials employed or volunteering for the District shall receive information and/or training on confidentiality requirements pertaining to student education records and consequences for breaching confidentiality. The District shall also provide training to applicable school personnel on the procedures for requesting to release student information contained in this policy.

Complementary Documents

- DE, Staff Code of Conduct
- FACB, Transfer and Withdrawal Records
- FGA-BR1, Student Education Records Access and Amendment Procedure
- FGA-BR2, Criteria for Approving and Denying Directory Information and PII Release Requests
- FGA-E1, Notice for Directory Information
- FGA-E2, Model Notice of Rights Under FERPA for Elementary and Secondary Schools
- FGA-E3, FERPA Release Form for Parents
- FGA-E4, Notice of Executive Session Tape on File
- FGA-E5, Student Information Sharing Request
- FGA-E6, Model Form for Disclosure to Parents of Dependent Students
- FGA-E7, School Officials' Guide to FERPA and Data Privacy
- FGA-E8, Parties Approved to Receive Student Data
- GCC, Protection of Pupil Rights Amendment

REQUIRED

- IDC, Data Protection and Security Breaches

Legal References

- 20 U.S.C. § 1232g, Family Education and Privacy Rights
- 34 CFR Part 99, Family Educational Rights and Privacy
- NDCC § 15.1-06-06, Approval of Public Schools
- NDCC § 15.1-07-25.3, Protection of Student Data – School District Policy
- NDCC § 15.1-07-33, Student Information System - Exemption
- NDCC § 15.1-19-14, School Law Enforcement Unit
- NDCC § 15.1-19-15, Record Retention

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End of Killdeer School District #16 Policy FGA.....**Adopted: 04/12/23**Amended: 12/10/25

9. Other

10. Announcements

A. Next Regular Meeting January 14, 2026 at 5:30 pm

B. NDSBA Winter Summit (previously Negotiations Seminar): February 5-6, 2026,
Bismarck State College - National Energy Center of Excellence

**2026 NDSBA WINTER SUMMIT:
GOVERNANCE & WORKFORCE
FEBRUARY 5-6, 2026
BSC NATIONAL ENERGY CENTER OF EXCELLENCE**

FRIDAY, FEBRUARY 6

8:00 a.m. - 8:30 a.m.	Breakfast
8:30 a.m. - 9:15 a.m.	Recognition Process During Negotiations
9:15 a.m. - 10:15 a.m.	Negotiation Issues in the "Off" Year
10:15 a.m. - 10:30 a.m.	Break
10:30 a.m. - 11:15 a.m.	HR Panel Discussion
11:15 a.m. - Noon	Local Governance/Workforce
Noon	Adjourn

Thank you to our sponsor!



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**2026 NDSBA WINTER SUMMIT:
GOVERNANCE & WORKFORCE
FEBRUARY 5-6, 2026
BSC NATIONAL ENERGY CENTER OF EXCELLENCE**

THURSDAY, FEBRUARY 5

8:30 a.m. - 9:00 a.m.	Breakfast & Registration
9:00 a.m. - 10:15 a.m.	Advocating for Public Education Outside of the Capitol
10:15 a.m. - 10:30 a.m.	Break
10:30 a.m. - Noon	Breakout Sessions: <ul style="list-style-type: none">• Elections Basics• Certified Employee Nonrenewal• Budget/Finance
Noon - 1:00 p.m.	Lunch (provided)
1:00 p.m. - 2:00 p.m.	Levi Bachmeier, ND Superintendent of Public Instruction
2:00 p.m. - 3:00 p.m.	Breakout Sessions: <ul style="list-style-type: none">• Superintendent Search• Four Day School Week• ND PHIT
3:00 p.m. - 3:15 p.m.	Break
3:15 p.m. - 4:15 p.m.	Superintendent Evaluation Process & Introducing Superintendent Evaluation Tool
4:15 p.m.	Adjourn

Thank you to our sponsor!



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11. Adjourn