

**Cozad Community Schools
Board of Education Regular Meeting
Monday, January 15, 2024 7:00 PM
Office of the Superintendent**

Mission: Cozad Community Schools, in partnership with family and community, prepares students to be successful lifelong learners through quality education.

Vision: Cozad Creates Success

Values - Guiding Principles

Respect - Trust, appreciate, celebrate, value, act with urgency

Integrity - Do the right thing, deliver highest quality instruction and practice full accountability

Teamwork - Teamwork at all levels districtwide, recognize and celebrate, have fun and enjoy

Innovation - Positive attitude, open to new ideas,

Courage - Embrace change and take calculated risk, encourage others, communicate directly with respect

1. BOARD OF EDUCATION REGULAR MEETING 7:00 P.M.

1.1. Call to Order, Roll Call

1.2. Pledge of Allegiance

1.3. Nebraska Open Meeting Law, Publication of Meeting

This meeting has been preceded by advance notice and is hereby declared to be in open session. A current copy of the Nebraska Open Meetings Act is posted on the West wall of the meeting room.

Notice of this meeting was given in advance by publication in the Cozad Local and posted on the Cozad Community Schools website and at the District Office, Cozad Post Office and Wilson Public Library. Notice of this meeting was also given in advance to all members of the Board of Education. The order of agenda items may be changed when deemed necessary.

The board may choose to enter closed (executive) session to discuss any matter for which closed (executive) session is lawful and appropriate.

1.4. Excused/Unexcused Board Member Absence

2. REORGANIZATION OF THE BOARD OF EDUCATION FOR 2024

President Starman appoints Mr. Ford to serve as temporary chairman for the re-organization of the Board of Education.

2.1. Election of the President

Nominations for the office of President

2.2. Election of the Vice President

Nominations for the Vice President

2.3. Election of Secretary

Nominations for the office of Secretary

2.4. Appointment of District Treasurer

District Treasurer

2.5. Designation of the School District Attorney

Perry Law

2.6. Designation of District Depositories

Homestead Bank, Waypoint Bank and Security First Bank

2.7. Designation of the District Newspaper

Cozad Local

2.8. Appointment of Board Committees

The President of the Board of Education appoints board members to the following committees:

Americanism; Curriculum and Instruction; Facilities (building and grounds) and Finance; Negotiations; Technology and Equipment; Transportation; Personnel and Community Relations; Wellness Center Committee Board; and the Cozad Community Schools Foundation Committee

There is a maximum of three members on any committee.

A tentative board committee meeting schedule is attached. These dates/times can be adjusted as needed.

2.9. Review Board Code of Ethics 2012

2012 Board Code of Ethics

The board recognizes that collectively and individually, all members of the board must adhere to an accepted code of ethics in order to improve public education. Board members must conduct themselves professionally and in a manner fitting of their position.

Each board member shall:

1. Attend all regularly scheduled board meetings insofar as possible, and become informed concerning the issues to be considered at those meetings;
2. Endeavor to make policy decisions only after full discussion at publicly held board meetings;
3. Render all decisions based on the available facts and his or her independent judgment, and refuse to surrender that judgment to individuals or special interest groups;
4. Encourage the free expression of opinion by all board members, and seek systematic communication between the board and students, staff and all elements of the community;
5. Work with other board members to establish effective board policies and to delegate authority to the superintendent to administer the school district;
6. Communicate expressions of public reaction to the board policies and school program to other board members and the superintendent;
7. Learn about current educational issues by individual study and through participation in seminars and programs, such as those sponsored by the state and national school board associations;
8. Support the employment of those persons best qualified to serve as school staff, and insist on a regular and impartial evaluation of all staff;
9. Avoid being placed in a position of conflict of interest, and refrain from using the board member's position on the board for personal or political gain;

10. Refrain from discussing the confidential business of the board in any setting except a board meeting;
11. Refrain from micro-managing the affairs of the school district;
12. Recognize the superintendent as the executive officer of the board;
13. Work constructively and collegially with the other members of the board, students, staff and patrons.
14. Refer complaints to the superintendent or building principal, as appropriate;
15. Always be mindful of his/her fiduciary obligation to the school district, including duties of loyalty and care, by placing the interests of the district above the board member's personal interests.
16. Remember that a board member's first and greatest concern must be the educational welfare of the students attending this district's schools.

Adopted on: 03/08/2004

Revised on: 09/15/2008

Revised on: 11/14/2016

Revised on: 03/20/2017

Revised on: 4/17/2023

Reviewed on: _____

2.10. **Adopt the 2024 NASB Annual Board Calendar and Board Meeting Schedule**



2024

NASB
ANNUAL BOARD
CALENDAR

THE NASB MISSION STATEMENT

THE NEBRASKA ASSOCIATION OF SCHOOL BOARDS
PROVIDES PROGRAMS, SERVICES, AND ADVOCACY TO
STRENGTHEN PUBLIC EDUCATION FOR ALL NEBRASKANS.



NASB BOARD LEADERSHIP TEAM MISSION

TO PROMOTE AND ADVANCE EFFECTIVE BOARD
GOVERNANCE AND LEADERSHIP TO SUPPORT
LEARNING FOR ALL STUDENTS.

Marcia R. Herring
NASB Director of Board Leadership
mherring@NASBonline.org
1.800.422.4572

TABLE OF CONTENTS

2024 NASB Annual Board Calendar	i
NASB Board Governance Standards.....	4
Meetings of the Board	8
Meeting Notice.....	8
Rights of the Public.....	10
Regular Meeting.....	11
Special Meeting.....	13
Emergency Board Meeting.....	13
Board Work Session.....	14
Subcommittee Meetings	14
Meeting Minutes.....	14
Closed Session	15
Superintendent Transparency Act	17
January Board Agenda Items	20
February Board Agenda Items.....	22
March Board Agenda Items.....	23
April Board Agenda Items.....	24
May Board Agenda Items.....	25
June Board Agenda Items.....	28
July Board Agenda Items	29
August Board Agenda Items.....	31
September Board Agenda Items.....	33
October Board Agenda Items.....	35
November Board Agenda Items.....	37
December Board Agenda Items.....	38



Since 1918, NASB has been committed to serving school boards across the state. Our mission is to ***“to provide programs, services, and advocacy to strengthen public education for all Nebraskans.”*** We are here to support the work of the school board to meet the charge of ensuring that all students within our public schools receive a quality education in a safe learning environment. The effective school board is committed to the improvement and growth of student achievement.

While at its core NASB is a resource for board training and an advocate on behalf of public education, the value of your district’s membership in NASB is far reaching. As a board member you have access to staff with experience in school law, policy, governance leadership, insurance, advocacy, communications, superintendent evaluation, board self-assessment, community engagement, strategic planning, superintendent search services, negotiations data, etc.

Support services are only part of the story. NASB works collaboratively with many educational and governmental partners representing the interests of school boards and the development of policy. We continually aspire to grow and improve our programs and services to ensure cost-savings to our members and to support your goal to provide a quality education for all students.

The NASB Board Leadership Team designed this publication to support you in your role as a school board member at the board meeting table. The first section is devoted to providing a quick reference guide that includes the board Code of Conduct, board meeting protocols, outlined responsibilities defined in law, rights of the public during a board meeting, a sample board meeting agenda, suggested content for meeting minutes and more.

The ***2024 NASB Annual Board Calendar*** highlights monthly board meeting agenda items. The material referenced in the annual calendar is not an exhaustive list, but rather provides guidance for the board president and superintendent each month when designing the draft board meeting agenda.

Thank you for your service to public education, the students, staff members, and the communities of Nebraska. NASB staff members are here to support you in your role and service as a board member.

If you wish to upload an electronic copy of this publication, you will find a copy posted on the NASB website at www.NASBonline.org, open Board Leadership link and within the pull-down menu select Resources ***2024 NASB Board Meeting Guide and Annual Calendar***.

Please direct your questions regarding this publication to Marcia Herring, NASB Director of Board Leadership at mherring@NASBonline.org or [402]817-0296.

The Board of Education is committed to ensuring the public, staff, and students that school board members will govern through policy. In accordance with this belief and by adoption of this policy, each board member commits to following the Code of Conduct.

We will listen to each opinion, and act as a board. We will speak candidly and courteously to each other and listen to dissenting or different viewpoints with an open mind. We will help each other to focus our discussion on the issue not an individual. Once the board has collectively arrived at a decision, we will each support the will of the board.

The board president (or designee) will speak as the official voice of the board. A single board member will not represent the board without the consent of the board, and board members making personal statements (in any format, including speeches, articles, social media posts, etc.) should clearly state these statements are their opinion and not the position of the board.

We will be mindful of the different roles and responsibilities throughout the school district and maintain a focus on policy and governance.

We will be aware of the different roles that we play as individuals (board member, patron, parent, etc.).

As a Board Member

- I will listen.
- I will be honest.
- I will respect the majority decision of the board.
- I will base my decisions on fact rather than supposition, opinion, or public favor.
- I will consistently uphold all applicable laws, rules, policies.
- I will keep confidential information that is privileged by law or that will needlessly harm the district if disclosed.
- I will focus my attention on fulfilling the board's responsibility of goal setting, policy, and evaluation.
- I will diligently prepare for and attend board meetings.
- I will seek continuing education that will enhance my ability to fulfill my duties effectively.
- I will be continuously guided by what is best for all students in the district.
- I will respect the opinion of others.
- I will recognize the integrity of my predecessors and the merit of their work.
- I will encourage expressions of different opinions and listen with an open mind to other's ideas.
- I will be motivated only by an earnest desire to serve the school district and the students in the best possible way.
- I will not use the school district or any part of the school district program for my own personal advantage or for the advantage of my friends or supporters.
- I will vote for a closed session of the board if the situation requires it, but I will consider "secret" sessions of board members unethical.
- I will recognize that to promise in advance of a meeting how I will vote on any proposition which is to be considered is to close my mind and agree not to think through other facts and points of view which may be presented in the meeting.
- I will expect, in board meetings, to spend more time on education programs and procedures than on business details.
- I will recognize that authority rests with the board in legal session and not with individual members of the board, except as authorized by law.
- I will make no disparaging remarks, in or out of the board meeting, about other members of the board or their opinions.
- I will express my honest and most thoughtful opinions in a professional manner during board meetings in an effort to have decisions made for the best interest of the students and the education program.

- I will abide by majority decisions of the board.
- I will carefully consider petitions, resolutions, and complaints and will act in the best interest of the school district.
- I will not discuss the confidential business of the board.
- I will endeavor to keep informed on local, state, and national educational developments of significance.
- I will be accountable to the public by representing district policies, programs, priorities, and progress accurately.

- I will make no personal promise to take private action that may compromise my performance of my responsibilities.

Board Governance

- Attend all regularly scheduled board meetings, insofar as possible, and review advance materials provided.
- Respect the confidentiality of privileged information and make no individual decisions or commitments that would compromise the board or administration.
- Work with other board members to establish effective board policies and to delegate authority for the administration of the schools to the superintendent.
- Maintain a priority board focus on policymaking, goal setting, planning process, and evaluation. Most importantly increasing student learning and achievement and ensuring efficient use of education resources.
- Comply with Board policy, all applicable local, state, and federal laws and regulations and guidance from the superintendent, when making board decisions.
- Encourage individual board member expression of opinion and establish an open, two-way communication process between the board and students, staff, and all elements of the community.
- Remain current with changing needs and requirements pertaining to educational issues through individual study and by participating in board learning opportunities such as those sponsored by the NASB, the Nebraska Department of Education, etc.
- Recognize that a board member’s responsibility, together with fellow board members, is to ensure the school district provides a quality education for all students.
- In consultation with the superintendent and district administrators, set education goals for the school(s).
- Maintain confidentiality of information and discussion conducted in closed session.
- Review essential facts, consider others’ ideas, and then present personal opinions during board deliberations but, once the board vote has been taken, support board decisions regardless of how individuals voted.
- Act only as a member of the board and do not assume any individual authority when the board is not in session, unless otherwise directed by the board.
- Rely on school policies that are continually updated and aligned with Nebraska and federal education laws, and guidance from the superintendent, when making board decisions.
- Request recommendations from the superintendent and the board may seek legal counsel, when required for full and informed board consideration of issues requiring legal expertise.
- Expect an equitable amount of board meeting time be spent both learning about educational programs and conducting the business of the board.
- Maintain a priority board focus on increasing student learning and ensuring efficient use of education resources.
- Retain independent judgment and refuse to surrender that judgment to individuals or special interest groups.
- Voice opinions respectfully and maintain good relations with other board members, administrators, school staff, and members of the public.
- Be informed about educational issues through individual study and by participating in board development opportunities
- Support new school board members by sharing your experience and knowledge.
- Ensure that adequate board orientation and team building opportunities are available for board members and administrators.
- Associate with board members from other school districts to discuss school challenges and collaborate on school improvement initiatives.

Board – Superintendent Relations

- Respect that the superintendent of schools and his or her staff are responsible and accountable for the delivery of the educational programs and the conduct of school operations.
- Ensure strong management of the school system by hiring, setting goals with and evaluating the Superintendent.
- Provide policy support for school administrators in the performance of their duties and delegate authority commensurate with those responsibilities.
- Expect the superintendent to keep the board adequately informed through regular written and oral communications.
- Refer complaints, requests, and concerns to the superintendent.
- Avoid making commitments that may compromise the decision-making ability of the board or administrators.
- Maintain open and candid communication with the superintendent.
- Hold the superintendent accountable by jointly creating job performance standards and at least annually performing a comprehensive evaluation process based on the job description, contract, and identified performance standards.

- Recognize that a board member’s responsibility is to see that schools are well run, but not to run them.

Personnel Relations

- Seek to employ the most qualified school staff and insist on regular, impartial employee evaluations.
- Hire no superintendent, principal, or teacher already under contract with another school district unless the person has formally been released from his or her contract.
- Individual board members shall not give directives to any school administrator or employee, publicly or privately.

Community Relations

- Perform a liaison communications role by respecting the needs of both the community and the school.
- Consider the needs of the entire community and vote for what is best for students.
- Encourage collaboration between the school and community.
- Request that periodic surveys be conducted with the community to assess the quality of education services and use the data to establish and monitor goals.

Conflict of Interest

- Do not solicit or receive directly or indirectly any gift or compensation in return for making a recommendation or casting a vote.
- Do not receive anything of value by contract or otherwise, from the school district you serve unless it is received:
 - as a result of a contract accepted after a public bid.
 - in public recognition of service or achievement.
 - as expenses allowed by law for official duties performed as a member of such board.
- Follow the school board conflict of interest policy regarding the appearance of conflict of interest.
- Avoid being placed in a position of conflict of interest, and refrain from using the board member position on the board for personal or political gain.



The purpose of the NASB Board Governance Standards:

- Defines effective best practice and governance of the board
- Outlines the proper role and responsibilities of the governance team

- Provides a mechanism for evaluating the leadership governance of the board
- Informs district and community stakeholders of the role of the board and the importance of working with district leadership to grow and improve education for all students

To promote student growth and achievement, an effective school board will adopt and adhere to board leadership and governance standards.

Standard I: MISSION, VISION, and GOALS

The board annually reviews the district’s vision and mission statements, annually adopting board and district goals to support the mission.

Standard II: POLICY GOVERNANCE

The board continuously reviews, revises, and develops policies and procedures to ensure accountability focused on growth and student achievement.

Standard III: COMMUNITY ENGAGEMENT

The board establishes effective communications with stakeholders through actively engaging parents, students, staff, and community members with the intent to promote the district’s image, build positive working relationships and sustain long-term partnerships that will serve education.

Standard IV: ACCOUNTABILITY and STUDENT ACHIEVEMENT

The board continuously monitors the progress of district goals utilizing data to support growth and promote shared accountability for maximizing student achievement.

Standard V: ADVOCACY

The board advocates for children, public education, learning, and equity to support improved student achievement for all students.

Standard VI: DISTRICT RESOURCES

The board aligns and manages district resources in a responsible manner to meet goals and to promote growth of student achievement.

Standard VII: BOARD OPERATIONS

The board ensures meetings are effective, efficient, and orderly focused on policy and proper board governance and conduct.

Standard VIII: BOARD – SUPERINTENDENT RELATIONS

The board and superintendent establish and sustain a professional and collaborative working relationship to support and advocate for growth and student achievement.

Standard IX: PROFESSIONAL DEVELOPMENT

The board and superintendent participate in continuous and appropriate training and professional development to build shared knowledge and values.



BOARD MEETING PROTOCOLS

Disclaimer: Board Meeting Procedures are not law based; the list is a recommended method of effectively conducting board meetings.

MOTION	DEBATABLE	AMENDABLE	VOTE
Main Motion	Yes	Yes	Majority
Amend Main Motion	Yes	Yes	Majority
Amend Amendment	Yes	No	Majority
Object Consideration	No	No	Majority
Refer to Committee	Yes	Yes	Majority
Postpone Indefinitely	Yes	Yes	Majority
Call for Question	Yes	No	Majority
Lay on the Table	No	No	Majority
Close Debate	No	No	2/3 Majority
Recess	No	Yes	Majority
Adjourn	No	No	Majority
Abstention	<i>To abstain means to refrain from voting. An abstention does not count as a vote.</i>		
Change of Vote	<i>A member may change their vote if it is before the chair announces the results of the vote.</i>		
Point of Order	<i>A member may raise a point of order to question a ruling or parliamentary procedure; this does not require a second, is not debatable or amendable. Chair rules on the point of order and a vote is not required.</i>		
Lay on the Table	<i>A temporary delay of action that does not kill the motion. The motion to delay must be seconded, is not debatable or amendable, and requires a majority vote. If action is not taken by the next regular meeting, the motion dies.</i>		
Reconsider	<i>Allows the board to correct a decision. The reconsideration must be made by a person on the prevailing side, carried or lost, at the same meeting; the reconsideration is debatable, cannot be amended, requires a majority vote, and cannot be reconsidered.</i>		
Rescind	<i>A motion to rescind cancels a previous motion, must be seconded, and is debatable. A board cannot rescind a motion that has been carried out. Example, to accept a resignation, or for actions electing or expelling a person from membership or office.</i>		
Statement of Record	<i>A statement for the record may be included in the minutes if a board member makes the request to the secretary before adjournment.</i>		
Withdraw a Motion	<i>A motion may be withdrawn if requested by the member who made the motion. The motion is not debatable, cannot be amended, and requires a majority vote to be granted.</i>		

MOTION	DEBATABLE	AMENDABLE	VOTE
Amend Main Motion	Yes	Yes	Majority

Purpose: Proposed change to the main motion.

- Amendment must be germane to the main motion
- Amendment requires a second
- Motion to amend is debatable and discussion must pertain to the amendment
- Amendment requires a majority vote to pass
- If amendment is adopted, the proposed amendment then becomes a part of the main motion
- Board returns to the original motion adding the modification, discuss, and vote

DID YOU KNOW?

Board Meeting Agenda

- Board meeting agenda is official 24-hours before the advertised time of the board meeting
- Agenda items shall not be changed later than 24-hours before the meeting
- Board should consider a special meeting if the item cannot wait until the next regular board meeting
- As of July 1, 2022, the board is required by law to post six months of current board meeting agendas on the school district website. The board meeting agendas must be easy to locate on the district website.

Closed/Executive Session

- Majority of the board must vote to move into closed session and the motion must include the subject matter and the reason necessitating the closed session in the motion to close.
Example: "I move to go into closed session to discuss negotiations (subject matter) for the protection of the public's interest (reason necessitating the closed session)."
- Board meeting minutes must include the entire motion, the vote of each member, time in which the closed session started and ended.
- If the motion to close passes, the presiding officer shall restate on the record the limitation of the subject matter of the closed session immediately and prior to moving into closed session.
- During the closed session, the board cannot discuss issues not directly related to the reason for going into closed session and the board may not take formal action or reach a collective decision, i.e. vote.

BOARD MEETING ASSESSMENT: *Questions to consider at conclusion of the meeting.*

1.	Did I/we arrive prepared to participate in the discussion and debate of items on the board meeting agenda?
2.	Did the board spend their time on what matters most?
3.	Did all board members have an opportunity to be heard?
4.	Did we consider the expertise of staff and the data and needs of the school district?
5.	Did we treat each other with respect?
6.	Did we follow appropriate rules of meeting procedure and decorum?
7.	Did we welcome community or staff observers as valued guests?
8.	Did we offer recognition to celebrate the accomplishments of students, staff, or volunteers?
9.	Did we commit time to our own learning to support informed decision making?
10.	Did we impact student achievement through the discussion and action of the meeting?

The board must follow the law which distinctively outlines the board's responsibility to transact business through the official meeting of the board.

§ 79-554. Class III school district; school board; quorum; meetings; open to public.

In all meetings of a school board of a Class III school district, a majority of the members shall constitute a quorum for the transaction of business. Regular meetings shall be held on or before the third Monday of every month. All meetings of the board shall be subject to the Open Meetings Act. Special meetings may be called by the president or any two members, but all members shall have notice of the time and place of meeting. If a school district is participating in an approved unified system as provided in section [79-4,108](#), regular meetings of such district's school board shall be held at least twice during the school year.

§ 79-560. Class IV school district; board of education; meetings; open to public.

The board of education of a Class IV school district shall hold one or more regular meetings each month, the time of which shall be fixed by the bylaws adopted by such board. Special meetings may be held as circumstances may demand. All meetings of the board shall be subject to the Open Meetings Act.

§ 79-561. Class V school district; board of education; meetings; open to public.

The regular meetings of the board of education of a Class V school district shall be held one or more times each month. Special meetings may be held as circumstances may demand at the call of the president of the board or on petition of a majority of the members of the board. All meetings of the board shall be subject to the Open Meetings Act.

MEETING NOTICE

§ 84-1411. Meetings of public body; notice; method; contents; when available; right to modify; duties concerning notice; virtual conferencing authorized; requirements; emergency meeting without notice; appearance before public body.

(1)(a) Each public body shall give reasonable advance publicized notice of the time and place of each meeting as provided in this subsection. Such notice shall be transmitted to all members of the public body and to the public.

(b)(i) Except as provided in subdivision (1)(b)(ii) of this section, in the case of a public body described in subdivision (1)(a)(i) of section [84-1409](#) or such body's advisory committee, such notice shall be published in a newspaper of general circulation within the public body's jurisdiction and, if available, on such newspaper's website.

(c) In addition to a method of notice required by subdivision (1)(b)(i) or (ii) of this section, such notice may also be provided by any other appropriate method designated by such public body or such advisory committee.

(d) Each public body shall record the methods and dates of such notice in its minutes.

(e) Such notice shall contain an agenda of subjects known at the time of the publicized notice or a statement that the agenda, which shall be kept continually current, shall be readily available for public inspection at the principal office of the public body during normal business hours. Agenda items shall be sufficiently descriptive to give the public reasonable notice of the matters to be considered at the meeting. Except for items of an emergency nature, the agenda shall not be altered later than (i) twenty-four hours before the scheduled commencement of the meeting ...

(2)(a) The following entities may hold a meeting by means of virtual conferencing if the requirements of subdivision (2)(b) of this section are met:

(v) An educational service unit;

(vi) The Educational Service Unit Coordinating Council;

(b) The requirements for holding a meeting by means of virtual conferencing are as follows:

(i) Reasonable advance publicized notice is given as provided in subsection (1) of this section, including providing access to a dial-in number or link to the virtual conference; ...

(ii) In addition to the public's right to participate by virtual conferencing, reasonable arrangements are made to accommodate the public's right to attend at a physical site and participate as provided in section 84-1412, including reasonable seating, in at least one designated site in a building open to the public and identified in the notice, with: At least one member of the entity holding such meeting, or his or her designee, present at each site; a recording of the hearing by audio or visual recording devices; and a reasonable opportunity for input, such as public comment or questions, is provided to at least the same extent as would be provided if virtual conferencing was not used;

(iii) At least one copy of all documents being considered at the meeting is available at any physical site open to the public where individuals may attend the virtual conference. The public body shall also provide links to an electronic copy of the agenda, all documents being considered at the meeting, and the current version of the Open Meetings Act; and

(iv) Except as otherwise provided in this subdivision or subsection (4) of section 79-2204, no more than one-half of the meetings of the state entities, advisory committees, boards, councils, organizations, or governing bodies are held by virtual conferencing in a calendar year. ...

(3) Virtual conferencing, emails, faxes, or other electronic communication shall not be used to circumvent any of the public government purposes established in the Open Meetings Act.

(4) The secretary or other designee of each public body shall maintain a list of the news media requesting notification of meetings and shall make reasonable efforts to provide advance notification to them of the time and place of each meeting and the subjects to be discussed at that meeting.

(5) When it is necessary to hold an emergency meeting without reasonable advance public notice, the nature of the emergency shall be stated in the minutes and any formal action taken in such meeting shall pertain only to the emergency. Such emergency meetings may be held by virtual conferencing. The provisions of subsection (4) of this section shall be complied with in conducting emergency meetings. Complete minutes of such emergency meetings specifying the nature of the emergency and any formal action taken at the meeting shall be made available to the public by no later than the end of the next regular business day.

(6) A public body may allow a member of the public or any other witness to appear before the public body by means of virtual conferencing.

(7)(a) Notwithstanding subsections (2) and (5) of this section, if an emergency is declared by the Governor pursuant to the Emergency Management Act as defined in section 81-829.39, a public body the territorial jurisdiction of which is included in the emergency declaration, in whole or in part, may hold a meeting by virtual conferencing during such emergency if the public body gives reasonable advance publicized notice as described in subsection (1) of this section. The notice shall include information regarding access for the public and news media. In addition to any formal action taken pertaining to the emergency, the public body may hold such meeting for the purpose of briefing, discussion of public business, formation of tentative policy, or the taking of any action by the public body.

(b) The public body shall provide access by providing a dial-in number or a link to the virtual conference. The public body shall also provide links to an electronic copy of the agenda, all documents being considered at the meeting, and the current version of the Open Meetings Act. Reasonable arrangements shall be made to accommodate the public's right to hear and speak at the meeting and record the meeting. Subsection (4) of this section shall be complied with in conducting such meetings.

(c) The nature of the emergency shall be stated in the minutes. Complete minutes of such meeting specifying the nature of the emergency and any formal action taken at the meeting shall be made available for inspection as provided in subsections (5) and (6) of section 84-1413.

RIGHTS OF THE PUBLIC

§ 84-1412. Meetings of public body; rights of public; public body; powers and duties.

(1) Subject to the Open Meetings Act, the public has the right to attend and the right to speak at meetings of public bodies, and all or any part of a meeting of a public body, except for closed sessions called pursuant to section 84-1410, may be videotaped, televised, photographed, broadcast, or recorded by any person in attendance by means of a tape recorder, camera, video equipment, or any other means of pictorial or sonic reproduction or in writing.

(2) It shall not be a violation of subsection (1) of this section for any public body to make and enforce reasonable rules and regulations regarding the conduct of persons attending, speaking at, videotaping, televising, photographing, broadcasting, or recording its meetings, including meetings held by virtual conferencing. A body may not be required to allow citizens to speak at each meeting, but it may not forbid public participation at all meetings.

(3) No public body shall require members of the public to identify themselves as a condition for admission to the meeting nor shall such body require that the name of any member of the public be placed on the agenda prior to such meeting in order to speak about items on the agenda. The body shall require any member of the public desiring to address the body to identify himself or herself, including an address and the name of any organization represented by such person unless the address requirement is waived to protect the security of the individual.

(4) No public body shall, for the purpose of circumventing the Open Meetings Act, hold a meeting in a place known by the body to be too small to accommodate the anticipated audience.

(5) No public body shall be deemed in violation of this section if it holds its meeting in its traditional meeting place which is located in this state

(7) Each public body shall, upon request, make a reasonable effort to accommodate the public's right to hear the discussion and testimony presented at a meeting.

(8) Public bodies shall make available at the meeting or the instate location for virtual conferencing, for examination and copying by members of the public, at least one copy of all reproducible written material to be discussed at an open meeting, either in paper or electronic form. Public bodies shall make available at least one current copy of the Open Meetings Act posted in the meeting room at a location accessible to members of the public. At the beginning of the meeting, the public shall be informed about the location of the posted information.

§ 84-1413. Meetings; minutes; roll call vote; secret ballot; when; agenda and minutes; required on website; when.

(1) Each public body shall keep minutes of all meetings showing the time, place, members present and absent, and the substance of all matters discussed.

(2) Any action taken on any question or motion duly moved and seconded shall be by roll call vote of the public body in open session, and the record shall state how each member voted or if the member was absent or not voting. The requirements of a roll call or viva voce vote shall be satisfied by a public body which utilizes an electronic voting device which allows the yeas and nays of each member of such public body to be readily seen by the public.

(3) The vote to elect leadership within a public body may be taken by secret ballot, but the total number of votes for each candidate shall be recorded in the minutes.

(4) The minutes of all meetings and evidence and documentation received or disclosed in open session shall be public records and open to public inspection during normal business hours.

(5) Minutes shall be written or kept as an electronic record and shall be available for inspection within ten working days or prior to the next convened meeting, whichever occurs earlier, except that cities of the second class and villages may have an additional ten working days if the employee responsible for writing or keeping the minutes is absent due to a serious illness or emergency.

(6) Beginning July 31, 2022, the school board of a school district shall make available on such entity's public website the agenda and minutes of any meeting of the governing body. The agenda shall be placed on the website at least twenty-four hours before the meeting of the governing body. Minutes shall be placed on the website at such time as the minutes are available for inspection as provided in subsection (5) of this section. This information shall be available on the public website for at least six months.

REGULAR MEETING

The regular monthly board meeting is one of the primary duties of the Board of Education. The board meeting is the primary setting for the board to transact regular monthly board business, instruction, and student learning. Through the work of the board and administration, the district's mission, vision, and goals define direction for education, define policy which delegates authority and governs decision-making, continually monitors instruction and learning and how resources are managed to ensure the students, staff, and facilities receive appropriate and necessary funding to meet district needs. In short, the board meeting provides the platform for the board to conduct board duties and responsibilities.

NASB (SAMPLE) BOARD MEETING AGENDA

Nebraskaland School District - Board of Education

Day/Date/Time

1234 Platte River Drive, Nebraskaland, Nebraska

The subjects to be discussed or considered, or upon which any formal action may be taken, are as follows: (Items do not have to be taken in the same order as listed.)

I. Opening the Meeting

- A. Call to Order: The regular June meeting of the Nebraskaland School District Board of Education is called to order on (day/date) at __ P.M., in the Central Office Board Room, 1234 Platte River Drive, Nebraskaland, Nebraska.
- B. District Mission Statement: *The mission of the Nebraskaland Public School District, in cooperation with our community, is to strive to provide a quality education for all children to ensure that they are prepared to succeed as global citizens and life-long learners.*
- C. Nebraska Open Meetings Law- *posted in the room.*
- D. Publication of Meeting - *notice was provided according to policy.*
- E. Board Member Roll Call: *(per policy, excused/unexcused)*

Arbor, Goldenrod, Agate, Reuben, Kolache, and Cotton

Excused Absence:

Unexcused Absence:

Moved by and seconded by to excuse Board Member

Voting Aye

Voting Nay

Motion Carried / Failed

F. Pledge of Allegiance

II. Approval of Agenda (*motion to approve*)

**This enables the board to validate if an item was added prior to the 24-hour threshold and/or that if an item was added, the board may verify when the modifications were made and posted to the district website.*

- III. Celebration of Excellence (Staff and Student Presentations, etc.)
- IV. Public Comment –(topics related to agenda items) Nebraskaland Policy No. XXXX
(*President Opening Statement – Included in Agenda Footnotes.*)
- V. Information Items: Reports
 - A. Building/District Administrators
 - B. Superintendent
 - C. Board Member Reports
 - D. Board Committee Reports
 - E. Strategic Plan Update/District Goals Update
 - F. Nebraskaland Foundation Report – Speaker:
- VI. Consent Agenda

Unless removed from the consent agenda, items identified will be considered under one motion.

- A. Minutes of the (date) meeting of the board
- B. Financial report
- C. Certificated/Classified Hire(s)/Reassignment(s)/Resignation(s)
- D. Adopt Board Policy No. 1099
- VII. Discussion/Information Items
 - A. Math Curriculum
 - B. Foundation Form 990
 - C. District Professional Development Plan
 - D. Enrollment Update
 - E. First Reading Board Policies [1100 through 1120]
- VIII. Action Items
 - A. ALICAP Insurance (All Lines Interlocal Cooperative Aggregate Pool)
 - B. Repair Piedmont Middle School Roof
 - C. Elementary Attendance Zone Boundaries
- VIII. Closed Session
 - A. Real Estate Purchase
 - B. Pending Litigation
- IX. Public Comment (*topics related to non-agenda items*)
- X. Future Agenda Items

Adjourn

***Closed Session:** If, during the course of the meeting, discussion of any item on the agenda should be held in a closed meeting, the board will conduct a closed meeting in accordance with the Nebraska Open Meetings Act.

***Sequence of Agenda:** The sequence of agenda topics is subject to change at the discretion of the board. Please arrive at the beginning of the meeting.

***Action Item:** The board reserves the right to take action on an item that is on the adopted board agenda.



PUBLIC COMMENT OPENING STATEMENTS

This is the only time during this meeting when the public may speak. Any person wishing to make public comment must abide by and adhere to applicable board policies, including, but not limited to the following:

- Each person wishing to speak must sign in on the sign-in sheet (location of the document). Sign-in must include name, address, and name of any organization represented by such person unless the address requirement is waived to protect the security of the individual.
- Each person who comes forward to speak should state your name, and the topic you are addressing before you begin.
- A time limit (per board policy No. XXXX) of X minutes is allotted for each speaker.
- Consider public comment at the beginning of the meeting for agenda items and an additional public comment at the conclusion of the meeting for non-agenda items.
- There is a total time limit of XX minutes allotted for all speakers.
- The board will not respond to comments or questions.
- The board will not take action on any comments but will direct the comments to appropriate staff members.
- Offensive language and hostile or disorderly conduct will not be tolerated. If the Board President determines any statement or comment constitutes offensive language or hostile or disorderly conduct, then the Board President will declare the person out of the order and the person will be prohibited from speaking further.
- Patrons who wish to address a personnel related matter are asked to follow the district Chain of Command Policy No. XXXX.
- If any person is unruly, abusive, or otherwise disrupts the meeting or the board's conduct of business, such person may be removed from the meeting by law enforcement.

SPECIAL MEETING

If a special meeting is necessary to address a district matter, the statute states that a "...special meetings may be called by the president or any two members, but all members shall have notice of the time and place of meeting." (§ 79-554) Once a special meeting is called, the district shall provide "reasonable advanced publicized notice" of the special meeting, which is the same legal standard as for a regular meeting of the board. However, be certain to review policy to ensure specific guidelines are followed.

EMERGENCY BOARD MEETING

If conditions warrant, an emergency meeting of a public body is allowed without providing reasonable advanced public notice. State law provides that the board shall make reasonable efforts to provide advance notification to the news media of the time and place of each meeting and the subjects to be discussed at the meeting. The district is to maintain a list of the news media that request such notification. To determine if it is acceptable to hold an emergency meeting, you must assess the circumstance and need. There are two criteria you must consider when assessing whether you have a need for an emergency meeting:

1. Was the "emergency" that created the need for a meeting unforeseen or unanticipated?
State law provides that public bodies can hold a meeting where it is not possible to provide reasonable advanced public notice. However, the meeting must be conducted due to an "emergency." The most important area of inquiry is whether the event qualifies as an "emergency" for the purposes of the law. According to case law discussing these issues, an emergency is defined as: *any event or occasional combination of circumstances which calls for immediate action or remedy; pressing necessity; exigency;*

a sudden or unexpected happening; an unforeseen occurrence or condition.

2. Can the board wait to address the issue at the next regularly scheduled meeting or schedule a special meeting in order to allow reasonable advanced publicized notice to the public and interested parties?
If the emergency was not anticipated and the board cannot wait to address the emergency until a special meeting can be called, the board may legitimately call an “emergency” meeting. These same two criteria should be applied when trying to determine whether or not to alter the agenda less than 24 hours before a meeting.

If such emergency exists, then the board must state the reason for the emergency in the public minutes; *be careful* to limit discussion and any actions to issues associated with the actual emergency during the meeting; make sure minutes and the reason for the emergency meeting will be made available to the public by no later than the end of the next regular business day; and make certain a reasonable effort is made to notify news media members, include in your notification the time, place, and the subject matter to be discussed at the meeting. Note: In addition, according to § 84-1411(5) “**emergency meetings may be held by virtual conferencing.**”

It is rare for a board to call an emergency meeting; however, it does happen. If an issue **can** wait, it is recommended that the best approach would be to call a special meeting.

If during the course of the Emergency Meeting, discussion of any item on the agenda should be held in a closed session, the board will conduct a closed session in accordance with the Nebraska Open Meeting Laws. Before any closed session is convened, the presiding officer will publicly identify the subject matter immediately prior to going into the session. All final votes, actions or decisions will be taken in open meeting.

BOARD WORK SESSION

A Board Work Session provides a setting for the board, superintendent, administrators, and appropriate staff to discuss board and district related business. A work session must be advertised in the same fashion as a board meeting if a quorum of the board is present. The board does not take formal action at a work session; however, an agenda is required to state the matters to be discussed at the time of the publicized notice which shall be kept continually current and readily available for public inspection. The board does not need to receive public comment during a work session but should provide seating to accommodate patrons who wish to observe the board and administration at work.

SUBCOMMITTEE MEETINGS

A subcommittee meeting of the board does not require advanced publicized notice unless a quorum of the board attends and the committee is holding hearings, making policy, or taking formal action on behalf of the board.

BOARD MEETING MINUTES

§ 79-580. Class III school district; board of education; claims against; record of proceedings; secretary; duty to publish.

The secretary of the school board or board of education of each Class III school district shall, within ten days after any regular or special meetings of the board, publish one time in a legal newspaper published in or of general circulation in such district a list of the claims, arising on contract or tort, allowed at the meeting. The list shall set forth the name of the claimant and the amount and nature of the claim allowed, to consist of not more than ten words in stating the nature of each such claim. The secretary shall likewise cause to be published a concise summary of all other proceedings of such meetings. Publication of such claims or proceedings in a legal newspaper shall not be required unless the publication can be done at an expense not exceeding the rates provided by law for the publication of proceedings of county boards.



CONTENT OF MEETING MINUTES

Each public body *shall* keep minutes of all meetings showing the time, place, members present and absent, and the substance of all matters discussed. The minutes shall also include:

- The identity of the school board by district name, number, and county
- School board members recorded as either present or absent and how each member votes
- A statement by the president declaring a quorum present following the list of members identified as present or absent
- A statement that the meeting was called to order by whom, the hour and whether the meeting was a regular, reconvened, special, or emergency meeting
(Note: If it is a reconvened meeting, the original meeting date should be noted. If it is a special or emergency meeting, a copy of the official notice and agenda should be included or referenced. This provides record to the public should the meeting be challenged as a violation of the Nebraska Open Meetings Law.)
- A statement that the meeting was advertised according to the Nebraska Open Meetings Law, the agenda was kept current and available to the public, and the location or room is referenced where the agenda will be made available to the public for review
Note: The district should be certain the copy of the Open Meetings Law posted in the boardroom is kept current at all times.
- Notation of any board members who arrive late or leave early, including a record of the time
- Record of reports from committees and members of the board
- Record of reports requested from administrative staff, such as the business manager, the architect, the athletic director, principals, etc. If written, the reports may be filed as documents and reference made to them in the minutes by file and document number
- Record of reports from the superintendent
- A summary of discussion on all agenda items proposed, deliberated, or decided, and a record of any vote taken
- The “yeas” and the “nays” of each board member should be recorded on all agenda items requiring a roll call vote
- The motions should include the names of the board member making the motion and the second (if needed)
- The time and vote of each board member present when a vote is taken to hold a closed session and the reason for the closed session
- Record of any motion to close the meeting to the public and the votes of individual members of the board on the motion; record of the times at which the meeting was closed, purpose for the closed session, and restated motion prior to entering closed session by the president, and time the board resumed to open session
- Record of action taken in open session immediately following closed session
- Record of the motion to adjourn and time of adjournment

**As of July 1, 2022, the board is required by law to post six months of current board meeting minutes on the school district website. The board meeting minutes must be easy to locate on the district website.

CLOSED SESSION

The closed session is a private meeting of the board and to protect the reputation of an individual or to protect the interest of the public. The board cannot take formal action in closed session and must move into open session to do so. According to:

§ 84-1410. Closed session; when; purpose; reasons listed; procedure; right to challenge; prohibited acts; chance meetings, conventions, or workshops.

(1) Any public body may hold a closed session by the affirmative vote of a majority of its voting members if a closed session is clearly necessary for the protection of the public interest or for the prevention of needless injury to the reputation of an

individual and if such individual has not requested a public meeting. The subject matter and the reason necessitating the closed session shall be identified in the motion to close. Closed sessions may be held for, but shall not be limited to, such reasons as:

- (a) Strategy sessions with respect to collective bargaining, real estate purchases, pending litigation, or litigation which is imminent as evidenced by communication of a claim or threat of litigation to or by the public body;
- (b) Discussion regarding deployment of security personnel or devices;
- (c) Investigative proceedings regarding allegations of criminal misconduct; or
- (d) Evaluation of the job performance of a person when necessary to prevent needless injury to the reputation of a person and if such person has not requested a public meeting; ...

Nothing in this section shall permit a closed meeting for discussion of the appointment or election of a new member to any public body.

(2) The vote to hold a closed session shall be taken in open session. The entire motion, the vote of each member on the question of holding a closed session, and the time when the closed session commenced and concluded shall be recorded in the minutes. If the motion to close passes, then the presiding officer immediately prior to the closed session shall restate on the record the limitation of the subject matter of the closed session. The public body holding such a closed session shall restrict its consideration of matters during the closed portions to only those purposes set forth in the motion to close as the reason for the closed session. The meeting shall be reconvened in open session before any formal action may be taken. For purposes of this section, formal action shall mean a collective decision or a collective commitment or promise to make a decision on any question, motion, proposal, resolution, order, or ordinance or formation of a position or policy but shall not include negotiating guidance given by members of the public body to legal counsel or other negotiators in closed sessions authorized under subdivision (1)(a) of this section.

(3) Any member of any public body shall have the right to challenge the continuation of a closed session if the member determines that the session has exceeded the reason stated in the original motion to hold a closed session or if the member contends that the closed session is neither clearly necessary for (a) the protection of the public interest or (b) the prevention of needless injury to the reputation of an individual. Such challenge shall be overruled only by a majority vote of the members of the public body. Such challenge and its disposition shall be recorded in the minutes. (...)

(4) Nothing in this section shall be construed to require that any meeting be closed to the public. No person or public body shall fail to invite a portion of its members to a meeting, and no public body shall designate itself a subcommittee of the whole body for the purpose of circumventing the Open Meetings Act. No closed session, informal meeting, chance meeting, social gathering, email, fax, or other electronic communication shall be used for the purpose of circumventing the requirements of the act.

(5) The act does not apply to chance meetings or to attendance at or travel to conventions or workshops of members of a public body at which there is no meeting of the body then intentionally convened, if there is no vote or other action taken regarding any matter over which the public body has supervision, control, jurisdiction, or advisory power.

The principal reason for open meetings is the public's right to know the business of the governing board. The provisions for a closed session enable the board to receive information on certain matters which are not suited for public discussion. The board must adhere to the very narrow purpose of the law to gain public trust. Once a board convenes a closed session, no action can be taken, minutes are not taken, and discussion must be limited to the specific matter and information related to the matter for which the session was convened. A closed session must be conducted within an open meeting due to the language of state statute.

Note: The minutes must reflect the motion stating the purpose including the legal limitations for the closed session, the time the board entered closed session, and the time the board exited closed session.



SUPERINTENDENT PAY TRANSPARENCY ACT

STATUTORY REQUIREMENTS

Superintendent/ESU Administrator approved contracts and amendments are to be filed with the Nebraska Department of Education by August 1 each school year. Updated contracts/amendments may be uploaded at any time. Note: If the school district and/or ESU has a change during the school year, NDE requires that the old contract and amendments be removed and updated with the new contract and supporting documentation.

Supporting Documentation - For each school district and Educational Service Unit, a separate identification and description of all current and future costs of the contract that are reasonably anticipated as a result of any contract, and any adopted amendments, for services rendered by the superintendent or ESU Administrator, must be included in the budget statement and reported to the Auditor of Public Accounts (APA) per statute.

SUPERINTENDENT PAY TRANSPARENCY ACT STATUTORY REQUIREMENTS [§79-2402 through §79-2405]	
Step I. Board Notice to Public	REQUIRED TIMELINE AND ACTION OF THE BOARD
<p><i>(Prior to Board Action.)</i></p> <p style="text-align: center;">CURRENT</p> <p>Superintendent or ESU Administrator</p>	<p>At least three days before the Board Meeting:</p> <ul style="list-style-type: none"> ▪ Publish/Post Meeting Notice to approve proposed contract or amendment to the contract that provides detailed contract costs, date, time, and location of the Board Meeting. ▪ Publish/Post a (PDF) of the proposed contract or amendment. ▪ Publish in a newspaper or post the proposed contract or amendment and proposed costs on the school district website in a prominent location that is accessible to the public.
Step II. Board Notice to Public	REQUIRED TIMELINE AND ACTION OF THE BOARD
<p><i>(Following Board Action.)</i></p> <p style="text-align: center;">NEW HIRE of the Superintendent or ESU Administrator</p>	<p>At least two days following board action to approve the contract or amendment:</p> <ul style="list-style-type: none"> ▪ Publish/Post a (PDF) of the approved contract or amendment. ▪ Publish/Post the contract/amendment costs for current year and estimate of costs for future years of the contract. ▪ Publish in a newspaper or post the contract or amendment and complete proposed cost information on the school district website in a prominent location that is accessible to the public.
Step III. Administrator	DISTRICT/ESU ADMINISTRATOR RESPONSIBILITIES FOLLOWING BOARD ACTION
<p>Annually, on or before August 1st</p>	<p>The school district Superintendent or ESU Administrator will submit a (PDF) copy of the approved contract or contract with amendment through the Consolidated Data Collection (CDC) in the NDE Portal.</p> <p><i>Instructions for filing may be found at:</i> https://cdc.education.ne.gov/STPA/Instructions/STPA_Instructions.pdf</p>

Annually, on or before September 20th	The school district Superintendent or ESU Administrator will submit Budget Schedule D with the budget documents.
Annually, on October 1	NDE will withhold state and local funds for those districts/ESUs that have not submitted their approved contract/contract with amendment for the current year.

Note: If the school district and/or ESU has a change in the superintendent or ESU Administrator during the school year, the respective district or ESU must update the information with NDE and post according to the guidelines outlined above. Remove the old information including contracts and/or amendments and update with the new contract.

§ 79-2402. School board; board of educational service unit; contract or amendment; publication; contents; contract approval; publication.

(1) Before the school board of any school district or the board of any educational service unit approves a proposed contract, or any proposed amendment to an existing contract, for future superintendent services to be rendered to such school district by the current superintendent or future administrator services to be rendered to such educational service unit by the current administrator, the board shall publish a copy of such proposed contract or amendment, and a reasonable estimate and description of all current and future costs to the school district or educational service unit if the proposed contract or amendment were to be approved, at least three days before the meeting of the board at which such proposed contract or amendment will be considered. Such publication shall also specify the date, time, and place of the public meeting at which the proposed contract or amendment will be considered. Electronic publication on the web site of the school district or educational service unit shall satisfy the requirement of this subsection if such electronic publication is prominently displayed and allows public access to the entire proposed contract or amendment.

(2) After the school board of any school district or the board of any educational service unit approves a contract for future superintendent services to be rendered to such school district by a new superintendent or future administrator services to be rendered to such educational service unit by a new administrator, the board shall publish a copy of such contract, and a reasonable estimate and description of all current and future costs to the school district or educational service unit that will be incurred as a result of such contract, within two days after the meeting of the board at which such contract was approved. Electronic publication on the web site of the school district or educational service unit shall satisfy the requirement of this subsection if such electronic publication is prominently displayed and allows public access to the entire contract.

§ 79-2403. Contract or amendment; filing with State Department of Education; public posting.

After approval of a contract, or any amendments thereto, for superintendent services or educational service unit administrator services, the approving board shall file a copy of such contract or amendment with the State Department of Education on or before the next succeeding August 1. The department shall have no duty to review such contracts or amendments but shall publicly post all such contracts or amendments received on the web site of the department.

§ 79-2404. Failure to file approved contract or contract amendment; Commissioner of Education; withhold funds; duties; county treasurer; duty.

If the school board of any school district or the board of any educational service unit fails to timely file a copy of an approved contract, or contract amendment, for superintendent services or educational service unit administrator services with the State Department of Education as required in section [79-2403](#), the Commissioner of Education, after notice to the board president and either the superintendent or educational service unit administrator and an opportunity to be heard, shall direct that any state aid granted pursuant to the Tax Equity and Educational Opportunities Support Act to the school district or core services and technology infrastructure funds granted pursuant to section [79-1241.03](#) to the educational service unit be withheld until such time as the contract or amendment is received by the department. In addition, the commissioner shall direct each county treasurer of a county with territory in the school district or educational service unit to withhold all money belonging to the school district or educational service unit until such time as the commissioner notifies such county treasurer of receipt of such contract or amendment. Each such county treasurer shall withhold such money. For school

districts that are members of learning communities, a determination of school money belonging to the school district shall be based on the proportionate share of property tax receipts allocated to the school district pursuant to section [79-1073](#) in addition to the other property tax receipts belonging to the school district. If the board does not comply with this section prior to October 1 following the school fiscal year for which the state aid or core services and technology infrastructure funding was calculated, the funds shall revert to the General Fund. The amount of any reverted funds shall be included in data provided to the Governor, the Appropriations Committee of the Legislature, and the Education Committee of the Legislature in accordance with section [79-1031](#).

§ 79-2405. Amendments to contracts; subject to act.

All amendments to a contract for superintendent services or educational service unit administrator services shall be subject to the Superintendent Pay Transparency Act, including, but not limited to, amendments involving salary increases or benefit changes.

2024

ANNUAL BOARD CALENDAR

The NASB Annual Board Calendar is a dynamic document to assist school boards regarding important conference dates, reporting deadlines, recommended work sessions, and planning reminders. The calendar is constantly evolving as issues and interests unfold. The board president and superintendent collectively should review and update the calendar monthly and include it in the board packet. Please note, this calendar does not include all items a board needs to be aware of but should serve as a starting point which includes some primary planning and policy functions. NASB is not responsible for any missing information or dates. The user is responsible for reading and understanding the requirements of each statute and deadline. Neither this document nor any of the information in this document is to be used as a formal legal opinion nor is it intended to be used as a substitute for the advice of the user's school attorney. NASB recommends the user contact the board school attorney for formal legal advice.

Superintendent Reports: note there are various reports superintendents must file that are not all included in the calendar. The Association suggests that the board work collaboratively with the superintendent to add any required superintendent reporting to this calendar, as needed. Many of these reports can be found in [§ 79-528](#). There are various federal laws and regulations, which require school districts to adopt certain policies, written procedures, and/or notices. To access a more extensive list of federal policies, please visit: [U.S. Department of Education](https://www2.ed.gov/policy/landing.jhtml?src=ft) at <https://www2.ed.gov/policy/landing.jhtml?src=ft> *NASB does not verify the accuracy or update the federal policies on the above link, and users should check for updates, or consult the board's school attorney.

Download the 2024 NASB Annual Board Calendar at www.NASBOnline.org which is posted under the Board Leadership Department tile.

If you have suggestions for improving the calendar or identify a task that will add value to the calendar, please contact Marcia Herring at mherring@NASBOnline.org.

Note: Agenda items flagged with an (*) may indicate the item is a statutory requirement resulting in documentation in board minutes signifying board review and/or action.



JANUARY BOARD AGENDA ITEMS

Annual Board Reorganization Meeting	<p>*Reorganization Meeting: Election of Officers</p> <p>The superintendent shall assume chairmanship of the meeting for the purpose of electing a board president. Ballots for officers may be cast in secret ballot but the total vote for each candidate shall be recorded by the secretary. *Officers include: President, Vice President, Secretary and Treasurer</p> <p>*Note: Class III or IV School District; Treasurer shall within 10 days after his/her election, secure appropriate insurance bond per § 79-586.</p> <p>*Note: ESU Boards 79-1218: Board; meetings; organization; duties. The board of each ESU shall meet and organize by naming one of its members as president, one as vice president, and one as secretary. The board shall employ a treasurer who shall be paid a salary to be fixed by the board. §79-1218.</p>
	Review and Adopt Board Code of Conduct Policy
	Sign and file NADC form. [Conflict of Interest form] with School District Board Secretary
	Adopt 2024 NASB Annual Board Calendar and Board Meeting Schedule.
	Review District Strategic Plan and Progress Update
	*Annually designate and approve. Legal Counsel, Depository bank(s), District Newspaper(s) of record
	*Appoint annually. Non-discrimination Compliance Coordinator to meet federal Equal Employment Opportunity requirements and a Title IX Coordinator for Title IX enforcement.
	*Readopt Existing Policies, Regulations, and Handbooks for the governance of the school district, pending any further actions of the board.
Mission, Vision, and Goals	Annual Leadership Team Planning Meeting (Set Date); Strategic Plan Update; District Goals Update
	Annually review the District Mission, Vision, and Belief or Value Statements.
Policy Governance	Adopt Board Committee Assignments (per board policy).
	Establish and adopt a Board Policy Review Process to ensure the review, update, and adoption of board policy during monthly board meetings.
Accountability & Student Achievement	Review the School District Report Card.
	*District Assurance Statement Corrections. On or before February 1 corrections of violations must be submitted in writing to the NDE Office of Accountability, Accreditation, and Program Approval. *Cross reference October.
Advocacy	Review 2024 Legislative Calendar ; Review the NASB Advocacy Handbook; Legislative representative and contact information; Appoint a local board Legislative Committee to monitor and support district response and action;
District/ESU Resources [Budget]	Budget - Review Monthly Financial Reports and Finance Committee Monthly Report.
	Collective Bargaining on or before February 8 . If an agreement is not reached, the parties shall submit to mandatory mediation or fact-finding as ordered by the commission, unless the parties mutually agree, in writing, to forgo mandatory mediation or fact finding. NOTE: The negotiations process begins in August. § 48-818.01
Reports	Negotiations Committee; Superintendent; Administrators;
Board Operations	*Reference Annual Board Reorganization Meeting Agenda Items
Board – Superintendent Relations	Collaborate with superintendent/ESU Administrator to develop new and/or updated goals to align to the individual’s recent evaluation summary.
Board Leadership	Administer the NASB Board Self-Assessment Survey via NASB Online Survey System.
	Register for NASB Board Leadership President Retreat – See <i>NASB Event Calendar</i> for details.
	Register for NASB Legislative Issues Conference – See <i>NASB Event Calendar</i> for details.

JANUARY BOARD AGENDA ITEMS (CONTINUED)

Learning Community

Diversity plan; contents; approval; report. On or before **February 1** of each odd-numbered year the Learning Community Coordinating Council shall report electronically to the Education Committee of the Legislature the diversity and changes in diversity at each grade level in each school building within the learning community and on the academic achievement for different demographic groups in each school building within the learning community. [§ 79-2118](#)

BOARD GOVERNANCE

NASB CODE OF CONDUCT

(Opening statements from the NASB Code of Conduct)

The Board of Education is committed to ensuring the public, staff, and students that school board members will govern through policy. In accordance with this belief and by adoption of this policy, each board member commits to following the Code of Conduct.

We will listen to each opinion, and act as a board. We will speak candidly and courteously to each other and listen to dissenting or different viewpoints with an open mind. We will help each other to focus our discussion on the issue not an individual. Once the board has collectively arrived at a decision, we will each support the will of the board.

The board president (or designee) will speak as the official voice of the board. A single board member will not represent the board without the consent of the board, and board members making personal statements (in any format, including speeches, articles, social media posts, etc.) should clearly state these statements are their opinion and not the position of the board.

We will be mindful of the different roles and responsibilities throughout the school district and maintain a focus on policy and governance.

We will be aware of the different roles that we play as individuals (board member, patron, parent, etc.).





FEBRUARY BOARD AGENDA ITEMS

Mission, Vision, & Goals	Review update from administration regarding the Strategic Plan Update; District Goals Update.
Policy Governance	Review, update, and adopt policy per board adopted Policy Review Process.
Accountability & Student Achievement	Accountability of school and district performance. Review each school performance score and district performance score measured by graduation rates, student growth and student improvement on the assessment instruments provided in section § 79-760.03 , student discipline, and other performance indicators.
	Review the district adopted Mentor Teacher Program. Per NDE developed guidelines. § 79-761 Review district adopted Staff On-Boarding Process.
Advocacy	Review 2024 Legislative Calendar , discuss NASB Legislative Updates and Legislative Committee Report.
District/ESU Resources [Budget]	* Collective Bargaining. On or before March 25 (or within 25 days after certification of amounts, whichever occurs last in time). Negotiations, mediation, and fact-finding shall end. If no agreement is reached by this date, either party may, within fourteen days after such date, file a petition with the commission. § 48-818.01
	Budget - Review Monthly Financial Reports and Board Finance Committee Report
Reports	Board Committees; Superintendent; Administrators
Board Leadership Development	Review NASB Board Self-Assessment Summary
	NASB Legislation Committee Meeting
	NASB President Retreats
	NASB Budget & Finance Workshops
Learning Community	Diversity plan; limitations; school building maximum capacity; attendance areas; school board; duties. The board shall provide notice to parent whose student is currently attending a school outside of the attendance area state what school the student shall be allowed to attend as a continuing student. § 79-2110
NASB BOARD RETREATS	
	<p>SCHEDULE A BOARD RETREAT TO BUILD, SUPPORT, AND SUSTAIN A COHESIVE BOARD-SUPERINTENDENT WORKING RELATIONSHIP.</p> <p>Option I – Board Retreat Review and discuss board- superintendent roles and responsibilities.</p> <p>Option II – Goal Planning Facilitate the discussion of district needs and priorities, develop goals, and performance indicators to support success.</p> <p>Option III – New Board Member Orientation A board retreat to engage <i>newly elected or appointed</i> board members.</p> <p>Contact Marcia Herring at mherring@NASBonline.org Stacie Higgins at shiggins@NASBonline.org 1.800.422.4572</p>



MARCH BOARD AGENDA ITEMS

Mission, Vision, and Goals	Strategic Plan Update; District Goals Update
Policy Governance	<p>Review, update, and adopt policy per board adopted Policy Review Process.</p> <p>Review Student Attendance policies. A child is of mandatory attendance age if the child (a) will reach six years of age prior to January 1 of the then-current school year and (b) has not reached eighteen years of age. § 79-201</p>
	<p>*Option Enrollment Application period. On or before April 1, the option school district shall provide the resident school district with the name of the applicant. *Note: If the application submitted after March 15, within sixty days after submission. The option school shall notify, in writing, the parent or legal guardian of the student and the resident school district whether the application is accepted or rejected on or before April 1, or in the case of an application submitted after March 15, within sixty days after submission. § 79-237</p>
Accountability & Student Achievement	Review School Improvement Plan
	Review Alternative Education Program
Advocacy	Review 2024 Legislative Calendar , discuss NASB Legislative Updates and Legislative Notes Report; Consider Senator outreach and/or visit Capital;
District/ESU Resources [Budget]	Board/Administrators Budget Work Session
	<p>ESU staff - Tenure; certificated employee; contract amendment, termination, or nonrenewal; procedure; on or before April 15, of each year, any certificated employee whose contract of employment may be amended, terminated, or not renewed for the following school year shall be notified in writing of such possible action on the contract. Final action by the board shall be taken on or before May 15 of each year. § 79-1236</p>
	<p>School District staff - Certificated employee; contract amendment, termination, nonrenewal, or cancellation; On or before April 15, of each year, for any probationary or permanent certificated employee, written notice must be given if the district plans on amending, terminating, or not renewing the employee's contract for the next school year. Final action on this contract must be taken on or before May 15. § 79-831</p>
	Board Finance Committee Report;
Reports	Board Committees; Superintendent; Administrators;
Board Leadership Development	Review and discuss Board Governance Standard I. Mission, Vision, and Goals
	Renew NASB Membership
Learning Community	<p>Learning Community Attendance Application. On or before April 1, a Learning Community Attendance Application is due. A school district must accept or reject any applications made by a parent or guardian requesting to attend a school that is not in an attendance area where the applicant resides. § 79-232 through § 79-246</p>



APRIL BOARD AGENDA ITEMS

Mission, Vision, & Goals	Strategic Plan Update; District Goals Update
Policy	* Review Student Handbooks and relative policies; review, update, and adopt policies. Include the following in the district student handbook.
	Federal Family Educational Rights and Privacy Act (FERPA) . Annual notice provided to parents/guardians and eligible students of their rights to inspect and review educational records, amend education records, consent to disclose personally identifiable information in education records and file a complaint with the U.S. Department of Education.
	Federal Asbestos Hazard Emergency Response Act (AHERA) . Requires school districts to have an asbestos management plan for each school building in the district (whether lease or own). Annually, school districts must notify parents, teachers, and employee organizations of the availability of the asbestos management plan. All members of the custodial staff who work in a building containing asbestos must have awareness training and all new custodial staff must be training within the first 60 days of hiring.
	Review, update, and adopt policy per board adopted Policy Review Process.
Accountability & Student Achievement	Review ELL Program
	* Academic Content Standards; school district; duties . Review district adopted measurable quality academic content standards in the subject areas of reading, writing, mathematics, science, and social studies. Note: The standards may be equal to or exceed in rigor, the measurable academic content standards adopted by the state board and shall cover at least the same grade levels.
Advocacy	Review 2024 Legislative Calendar , discuss NASB Legislative Updates and Legislative Committee Report;
District/ESU Resources [Budget]	Board Finance Committee Report
	Review all Grants [Current grant status, term, purpose, value received, and proposed grant applications.]
Reports	Remind board members to review their NASB Awards of Achievement points report.
	Board Committees; Superintendent; Administrators
Staff	Certified Staff Non-Renewal, RIF, and Termination Notices; Due April 15 § 79-831
	Certificated Employee of ESU Non-Renewal, Termination, Amendment Notices; Due April 15 § 79-1236
Board Leadership Development	Review and discuss Board Governance Standard II. Policy Governance
Foundation Filing Deadline	<p>School Board will Review the Annual Foundation Board Filing Forms</p> <p>Original tax deadline for exempt organizations (Form 990): On or before May 15, 2024</p> <ul style="list-style-type: none"> ○ Extension tax deadline for exempt organizations: November 15, 2024 (must complete IRS Form 8868 Application for Automatic Extension of Time to File an Exempt Organization Return <p>Foundation Boards – Schedule A (Form 990 or 990-EZ), Public Charity Status and Public Support</p> <ul style="list-style-type: none"> ○ Form 990 is <u>not complete</u> without fully completing Parts I through XI and a proper signature in Part II, Signature Block. ○ An officer of the organization must sign the return. This signature must come from the Superintendent if the foundation does not have a designated tax officer. ○ Schedule B Parts I and II must also be completed if contributions totaling \$5,000 or more (in money or property) were recognized from any one contributor.



MAY BOARD AGENDA ITEMS

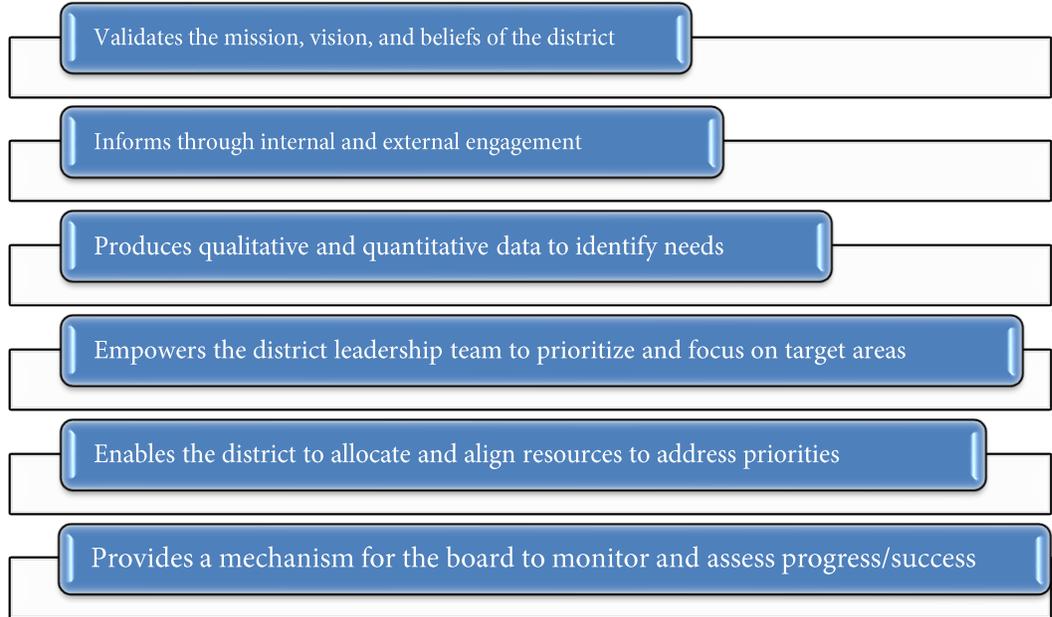
Mission, Vision, & Goals	Strategic Plan Update; District Goals Update
Policy Governance	<p>Review, update, and adopt policy per board adopted Policy Review Process.</p> <p>*Student Discipline/Law Enforcement Policies. On or before August 1 the board will annually review board adopted policies, rules, and standards pertaining to student conduct and review with county attorney.</p> <p>§ 79-262</p>
	<p>*Student Attendance; Nonattendance; Referral to County Attorney. Annual review of policy on attendance, excessive absences due to illness, services to address barriers to attendance, and collaboration with county attorney. § 79-209</p>
Accountability & Student Achievement	*Review Statewide Assessment Results
	*Review current District Graduation Requirements and proposed changes as appropriate.
	Review all expanded learning opportunities [Report: Career College Readiness courses, community partnerships, Advanced Placement courses, Distance Learning courses, Inter-local Agreements]
	Review English Language Learners Program [Report: enrollment, programming provided, staff support, curriculum]
	Review Early Childhood Program [Report: enrollment, programming, staff support, curriculum, etc.]
	Review Special Education Program [Report: supports provided, # of certified and classified staff, other]
	Review HAL Program [Content: current # of students identified, staff, curriculum, etc.]
	<p>*Reports; filing requirements; contents. On or before June 30, the superintendent of each school district shall file with the Commissioner of Education a report described as an end-of-the-school-year annual statistical summary showing (a) the number of children attending school during the year under five years of age, (b) the length of time the school has been taught during the year by a qualified teacher, (c) the length of time taught by each substitute teacher, and (d) such other information as the Commissioner of Education directs. § 79-528</p>
Advocacy	Review the 2024 Legislative Session, board's impact.
District/ESU Resources [Budget]	State Aid Certification and Distribution § 79-1022
	Board and Administrator Budget Work Session
	NSAA Cooperative Sponsorship Agreement submit request for new program or renewals to NSAA on or before July 1 for fall Activities, September 1 for winter and January 1 for spring.

MAY BOARD AGENDA ITEMS (CONTINUED)

	Board Committees; Superintendent; Administrators;
Reports	<p>Rule 10 Compliance Checklist (Rule10-Checklist.pdf (ne.gov)): Accreditation is granted for one school year from each July 1 through the following June 30. Renewal is based upon the school system’s compliance with Rule 10 during the prior school year. Failure to comply with mandatory requirements for legal operation in Section 003 of Rule 10 may cause a school system to lose its accreditation during the school year.</p> <p>Reports; filing requirements; contents. On or before June 30, the superintendent of each school district shall file with the Commissioner of Education a report described as an end-of-the-school-year annual statistical summary showing (a) the number of children attending school during the year under five years of age, (b) the length of time the school has been taught during the year by a qualified teacher, (c) the length of time taught by each substitute teacher, and (d) such other information as the Commissioner of Education directs. § 79-528</p> <p>Option Enrollment Report: On or before July 1, schools will provide option enrollment information to NDE and identify capacity for upcoming year: §79-238</p>
	<p>Review annually the compliance with Federal Requirements for Asbestos Management including the Asbestos Management Plan (AMP). Every three years the district must retain the services of a licensed asbestos inspector to reinspect each area of every building that is leased, owned, or otherwise used as a school building. The AMP/Records retained by the district must include a copy of prior inspections, documentation related to training provided to district staff, periodic surveillance forms, dated statements regarding operations and maintenance activities, a copy of the annual notice of the plan availability, copy of all reports on response/actions taken, and a copy of the updated management plan in each school.</p>
Board Leadership Development	Review and discuss Board Governance Standard III. Community Engagement
Board Elections	ESU Board - On or before June 15 , the ESU must notify County Clerk or Election Commissioners of member seats to be filled at general election. § 32-404 and § 32-601



NASB STRATEGIC PLANNING PROCESS



The NASB process is designed to meet two, central goals: the collection of high-quality data necessary for the creation of prioritized strategies and to engage stakeholders’ perspective, ideas, and suggestions for growing education.

To learn more about the NASB Strategic Planning contact:

Marcia Herring, NASB Director of Board Leadership

mherring@NASBonline.org

Kari Stephens, Board Leadership Development and Learning Specialist

kstephens@NASBonline.org

Caden Frank, Board Leadership Community Engagement Specialist

cfrank@NASBonline.org



JUNE BOARD AGENDA ITEMS

Mission, Vision, & Goals	Board Self-Assessment and Goal Planning; Strategic Plan Progress Report/Update; District Goals Update
Policy Governance	Review, update, and adopt policy per board adopted Policy Review Process. *Bully Prevention Policy Review. On or before July 1 , the board will annually review and update (as needed) the bullying prevention policy. § 79-2,137
	*Policy regarding appropriate relationships with students; contents. The board shall adopt/review policy regarding appropriate relationships between a student and a school employee, a student teacher, or intern. § 79-879
	*Annual Review Parental and Family Engagement Policy; § 79-532; § 79-533; On or before July 1 , each public school district in the state shall develop and adopt a policy stating how the district will seek to involve parents in the schools and what parents' rights shall be relating to access to the schools, testing information, and curriculum matters. The policy required by section § 79-531 shall be developed with parental input and shall be the subject of a public hearing before the school board or board of education of the school district before adoption by the board. The policy shall be reviewed annually and either altered and adopted as altered or reaffirmed by the board following a public hearing.
Accountability & Student Achievement	*Reports; filing requirements; contents. On or before July 20 in all school districts, the superintendent shall file with the State Department of Education a report showing the number of children from five through eighteen years of age belonging to the school district according to the census taken as provided in sections § 79-524 and 79-578 . Neglect to report may result in penalty.
	Year End Assessment and Curriculum Review
	*Review School Improvement Plan
Advocacy	Submit Legislative Resolution or Standing Position to NASB Legislation Committee
District/ESU Resources [Budget]	Board/Administrators Budget Work Session
	Review certificated staff [Report: staff demographics, positions needed by building, # of tenured, # of non-tenured, teaching assignments, etc.]
	Review all Maintenance and Upkeep Contracts [Report: status, renewal, cost, ROI, etc.]
	Review the Food Service Program [Report: staff, finances, lunch prices, guidelines for collection of delinquent meal charges, equipment maintenance and upkeep, summer food services, backpack program, etc.]
	Review TeamMates Program [Report: # of Mentors, # of Mentees, etc.]
	Review Backpack Program [Report: partners, # students served, need, etc.]
	Review Transportation Program [Report: staff, bus and vehicle fleet age condition, replacement cycle for vehicles, drivers, mechanics, etc.]
	Review classified staff [Report: staff, positions by building and department, etc.]
Reports	Board Committees; Superintendent; Administrators
	Remind board members to review their NASB Awards of Achievement points report.
Board Leadership Development	Review and discuss Board Governance Standard IV. Accountability and Student Achievement
	NASB Golf Outing
	NASB School Leaders and Law Conference



JULY BOARD AGENDA ITEMS

Mission, Vision, & Goals	Strategic Plan Update; District Goals Update
Policy Governance	<p>Review, update, and adopt policy per board adopted Policy Review Process.</p> <p>*Student Fees Policy. On or before August 1, every school board is required to hold a public hearing proposing a student fee policy. In the meeting, the board shall review the amount of money collected from student fees (per policy) the prior year. They shall then propose and adopt the upcoming school year policy and publish in the student handbook. The written Meal Charge Policy and guidelines shall be in place and ready to be communicated to staff and households. § 79-2,134</p> <p>*Student Conduct. On or before August 1, each year, all school boards shall annually review in collaboration with the county attorney of the county in which the principal office of the school district is located the rules and standards concerning student conduct adopted by the school board. § 79-262</p>
Accountability & Student Achievement	<p>*Review Summer School Program [Content of report: staff, # students served, purpose and value, etc.]</p> <p>*Review the Alternative Education Program [Content of report: staff, # students served, curriculum, etc.]</p> <p>*Review Multi-Cultural Education Program</p> <p>Apply for Distance Education Incentives. On or before August 1, School districts and educational service units shall apply for Distance Education Incentives (through 2024) § 79-1337</p> <p>Students receiving instruction in another district; contracts authorized. On or before August 15, if the school district is contracting with a neighboring district(s) for instruction of all or any part of pupils residing in the district, written contracts shall be filed in the office of the superintendent of the primary high school district. § 79-598</p>
Advocacy	Deadline for District Legislative Proposals to NASB July 1, 2024
District/ESU Resources [Budget]	<p>*Conduct a Public Hearing on the Proposed Budget Statement. §13-506 The hearing shall be held separately from any regularly scheduled meeting and shall not be limited by time. Notice of place and time of such hearing, together with a summary of the proposed budget statement, shall be published at least four calendar days prior to the date set for hearing in a newspaper of general circulation within the governing body's jurisdiction. For purposes of such notice, the four calendar days shall include the day of publication but not the day of hearing. When the total operating budget, not including reserves, does not exceed ten thousand dollars per year or twenty thousand dollars per biennial period, the proposed budget summary may be posted at the governing body's principal headquarters. At such hearing, the governing body shall make at least three copies of the proposed budget statement available to the public and shall make a presentation outlining key provisions of the proposed budget statement, including, but not limited to, a comparison with the prior year's budget. Any member of the public desiring to speak on the proposed budget statement shall be allowed to address the governing body at the hearing and shall be given a reasonable amount of time to do so. After such hearing, the proposed budget statement shall be adopted, or amended and adopted as amended, and a written record shall be kept of such hearing. The amount to be received from personal and real property taxation shall be certified to the levying board after the proposed budget statement is adopted or is amended and adopted as amended. If the levying board represents more than one county, a member or a representative of the governing board shall, upon the written request of any represented county, appear and present its budget at the hearing of the requesting county. The certification of the amount to be received from personal and real property taxation shall specify separately (a) the amount to be applied to the payment of principal or interest on bonds issued by the governing body and (b) the amount to be received for all other purposes.</p>

JULY BOARD AGENDA ITEMS (CONTINUED)

<p>District/ESU Resources [Budget]</p>	<p>*Conduct a Public Hearing on the Proposed Budget Statement. §13-506 (continued) If the adopted budget statement reflects a change from that shown in the published proposed budget statement, a summary of such changes shall be published within twenty calendar days after its adoption in the manner provided in this section, but without provision for hearing, setting forth the items changed and the reasons for such changes.</p> <p>(2) Upon approval by the governing body, the budget shall be filed with the auditor. The auditor may review the budget for errors in mathematics, improper accounting, and noncompliance with the Nebraska Budget Act or sections 13-518 to 13-522. If the auditor detects such errors, he or she shall immediately notify the governing body of such errors. The governing body shall correct any such error as provided in section 13-511. Warrants for the payment of expenditures provided in the budget adopted under this section shall be valid notwithstanding any errors or noncompliance for which the auditor has notified the governing body.</p> <p>(3) Each school district shall include in the notice required pursuant to subsection (1) of this section the following statement: For more information on statewide receipts and expenditures, and to compare cost per pupil and performance to other school districts, go to: https://nep.education.ne.gov In addition, each school district shall electronically publish such statement on the school district website. Such electronic publication shall be prominently displayed with an active link to the Internet address for the website established pursuant to section 79-302.01 to allow the public access to the information.</p> <p>*Budget Authority and Allowable Reserve Percentage Certification §79-1023</p>
<p>Board – Superintendent Relations</p>	<p>Complete first year superintendents second evaluation and review goals.</p> <p>*Superintendent Pay Transparency Act. On or before August 1, file with NDE a copy of approved contracts or any amendments, for superintendent/ESU administrator services. § 79-2403 the board shall publish a copy of such contract, and a reasonable estimate and description of all current and future costs to the school district or educational service unit that will be incurred as a result of such contract, within two days after the meeting of the board at which such contract was approved.</p>
<p>Reports</p>	<p>Board Committees; Superintendent; Administrators</p>
<p>Board Leadership Development</p>	<p>Review and discuss Board Governance Standard V. Advocacy</p> <p>NASB Board Member Candidate Webinar/Workshops (*Election year.)</p> <p>NASB New Member Orientation (New Superintendents, Board President, District Administrative Assistant)</p> <p>NASB Legislation Committee Meeting</p> <p>Review NASB Board Awards of Achievement Points (July 31st deadline for updating points earned.)</p>
	<p style="text-align: center;">BOARD SELF-ASSESSMENT AND TEAM BUILDING</p> <p>The board that expects to operate effectively will periodically engage in some form of reflection. Conducting a board self-assessment is an opportunity for the board to evaluate how well it is functioning as a body while also focusing on the board-superintendent working relationship as well. Assessment identifies strengths and areas of improvement the board must consider to ensure that board members are unilaterally engaged and serve to improve and grow learning for all students. <i>Interested or have questions?</i></p> <p style="text-align: center;">Contact Katie Corfield, Board Leadership Evaluation and Assessment Specialist kcorfield@NASBonline.org</p>



AUGUST BOARD AGENDA ITEMS

Mission, Vision, & Goals	Strategic Plan Update; District Goals Update
Policy	<p>*Option Enrollment Application period. School districts will accept option enrollment applications between September 1 and March 15 for attendance during the following and subsequent school years. The option school district shall provide the resident school district with the name of the applicant on or before April 1 or, in the case of an application submitted after March 15, within sixty days after submission. The option school district shall notify, in writing, the parent or legal guardian of the student and the resident school district whether the application is accepted or rejected on or before April 1 or, in the case of an application submitted after March 15, within sixty days after submission.</p> <p>** An option school district that is a member of a learning community may not approve an application pursuant to this section for a student who resides in such learning community. § 79-237</p>
	<p>Personnel Report. On or before September 15, all schools shall file with the Department of Education a fall personnel report, which shall specify the names of all individuals employed by the school who are certificated. § 79-804</p>
	<p>Federal Protection of Pupil Rights Amendment (PPRA). Annual notice provided to parents of the policies regarding surveys of students, instructional materials, physical examinations, personal information used for marketing.</p>
	<p>Federal Child Nutrition Programs. If school districts participate in National School Lunch Programs the School Breakfast Program or the Special Milk Program, they must provide parents and the public information about free and reduced-price meals and/or free milk and must provide parents with an application form.</p>
	<p>Federal McKinney-Vento Homeless Assistance Act. Requires public notice of the education rights of homeless students. The notice must be disseminated in places where homeless students receive services including schools, family shelters, and soup kitchens. They must be understandable to homeless students and their parents and when necessary, in their native language. Downloadable poster: http://center.serve.org/nche/pr/er_poster.php#youth</p>
	<p>Federal Non-Discrimination. Requires all recipients of federal funds to notify their students, parents, and others that they do not discriminate on the basis of race, color, national origin, sex, disability, and age, and if applicable, that they provide equal access to the Boy Scouts of America and other designated youth groups.</p>
	<p>Federal Individuals with Disabilities Education Act (IDEA). Annual notice to parents of a child with a disability of the district’s procedural safeguards. A notice must also be placed on the district’s website. The notice must be easily understandable and in the native language of the parents. Sample Notice: http://idea.ed.gov/download/modelform_Procedural_Safeguards_June_2009.pdf</p>
Advocacy	Discuss the NASB Legislative Committee Report and outcome of proposals submitted for consideration

AUGUST BOARD AGENDA ITEMS (CONTINUED)

District/ESU Resources [Budget]	<p>Collective Bargaining; Timelines. On or before September 15, negotiations contract dispute decision; Boards may enter into collective bargaining agreements for periods not to exceed four years. § 48-811, § 48-816, and § 48-818</p>
	<p>Collective Bargaining Timeline. On or before September 1, of the year preceding the contract year in question, the certificated and instructional employees' collective-bargaining agent shall request recognition as bargaining agent. The governing board shall respond to such request not later than the following October 1 § 48-818.01</p>
	<p>Board/Administrators Budget Work Session</p>
	<p>*Certification of District's Assessed Valuation Public Budget Hearing / Adopt Budget; Due on or before September 20 § 13-508 § 79-1084, § 79-1085, § 79-1086, § 13-506, §13-518</p>
	<p>*Board Adopted Budget. On or before September 30, General Budget Adoption. The board shall file with, certify to the levying board, and file with the auditor a copy of the adopted budget statement together with the amount of the tax required to fund the adopted budget. § 13-508</p>
	<p>Report to County Board. On or before September 30, a [<i>Class III school district boards</i>] are required to report to the county board and the learning community coordinating council (if applicable) the entire revenue raised by taxation and all other sources for the previous fiscal year and a budget for the ensuing fiscal year. § 79-1084</p>
	<p>Class IV District Report to County Board. On or before September 30, [<i>Class IV school district boards</i>] are required to report to the county board an estimate of the amount of funds required for the next school fiscal year. § 79-1085</p>
	<p>Class V District Report to County Board. On or before September 20, [<i>Class V school district boards</i>] that is a member of a learning community is required to report to the county board and the learning community coordinating council the entire revenue raised by taxation and all other sources for the previous school fiscal year and a budget for the ensuing school fiscal year. § 79-1086</p>
<p style="text-align: center;">*Provision is subject to revision in the 2024 Legislative Session. NASB will update. § 77-1632 Property tax request; procedure; public hearing; resolution or ordinance; contents. [LB 644] This does not apply to ESUs.</p>	
Reports	<p>Board Committees; Superintendent; Administrators</p>
	<p>*American Civics Committee. Beginning of every school year, the school board must appoint a committee of three to be known as the Committee on American Civics. The committee will hold no fewer than two public meetings annually, at least one when public testimony is accepted. Examine and ensure that the social studies curriculum used in the district is aligned with the social studies standards adopted pursuant to section § 79-724. *Reference: (January) Board Committee Appointments.</p>
Board Leadership Development	<p>Review and discuss Board Governance Standard VI. District Resources</p>
	<p>NASB Area Membership Meetings</p>
Learning Community	<p>Learning Community Attendance Reports. On or before September 1, each district that is a member of a learning community needs to report to the learning community coordinating council attendance reports including violations of attendance, results of attendance investigations, policies on excessive absenteeism and records of notices and reports. § 79-201</p>
	<p>Learning Community Budget. On or before September 1, the Learning Community shall file a copy of the adopted budget statement with member school districts. § 13-508</p>



SEPTEMBER BOARD AGENDA ITEMS

Mission, Vision & Goals	Strategic Plan Update; District Goals Update
Policy Governance	Review Annual District Report
	Review, update, and adopt policy per board adopted Policy Review Process.
Accountability & Student Achievement	Review Summer School Programs
	Review ACT Results
	* Review Certified Staff Professional Development Calendar and Budget
	* Review School Improvement Plan
	* District Membership Report. On or before October 15 , of each year, the superintendent of each school district shall file with the commissioner the fall school district membership report , which report shall include the number of children from birth through twenty years of age enrolled in the district on October 1 of a given school year. The report shall enumerate (i) students by grade level, (ii) school district levies and total assessed valuation for the current fiscal year, (iii) students enrolled in the district as option students, resident students enrolled in another district as option students, students enrolled in the district as open enrollment students, and resident students enrolled in another district as open enrollment students, and (iv) such other information as the Commissioner of Education directs. § 79-528
	*Pending in Legislature - Distance Education Incentives Denial Appeal – Due October 1(through 2028) § 79-1337
District/ESU Resources [Budget]	Negotiations contract dispute decision (year of contract, if needed); Due September 15 § 48-818.01
	* Collective Bargaining Timeline. On or before September 1 of the year preceding the contract year in question, the certificated and instructional employees' collective-bargaining agent shall request recognition as bargaining agent. The governing board shall respond to such request not later than the following October 1. § 48-818.01
	* Collective Bargaining Mediation Decision. On or before September 15 , the commission will render a decision on any contract dispute in regard to a non-agreed upon agreement that was due March 25. <i>Negotiations board must respond to agent request; Due October 1</i> § 48-818.01
	* Elementary site allowance; calculation. On or before October 15, each school district who qualifies for an elementary site allowance to submit the applicable form to the NDE. § 79-1007.15
	* Poverty Allowance Calculation. Each school district shall designate a maximum poverty allowance on a form prescribed by the department on or before October 15, of the school fiscal year immediately preceding the fiscal year for which the aid is being calculated. §79-1007.07
	* Limited English Proficiency Calculation Allowance. Each school district shall designate a maximum limited English Limited Proficiency Allowance on or before October 15 of the school fiscal year immediately preceding the fiscal year for which aid is being calculated. §79-1007.09 The school district may decline to participate in the LEPA by providing NDE a maximum limited LEPA allowance of zero dollars on such form on or before October 15.
Reports	Board Committees; Superintendent; Administrators
	Annual Emergency Safety Plan – Annual Adoption

SEPTEMBER BOARD AGENDA ITEMS (CONTINUED)

Board Leadership Development	Review and discuss Board Governance Standard VII. Board Operations
	NASB Area Membership Meetings
	NASB Facilities & Construction
Board-Superintendent Relations	Review current superintendent evaluation, policy specific to the evaluation, contract language to ensure it aligns to the policy, and review superintendent contract language outlining the responsibilities of the superintendent and board regarding the contract extension or renewal. Place each item on the board meeting agenda as specified.
Learning Community	Learning Community Coordinating Council Only. On or before October 15 , the learning community levies and total assessed valuation for the current fiscal year; § 77-1632

NASB PROGRAMS AND SERVICES

NASB is where you will find your membership support, information, resources, programs, services, advocacy support, ALICAP Insurance connection, Superintendent Search Service, policy services, educational learning opportunities, networking and so much more. As a starting point, visit our website at www.NASBonline.org, follow our socials, or call us at 1.800.422.4572. We look forward to working with you!



Nebraska Association of School Boards

1311 Stockwell Street

Lincoln, Nebraska

Website: www.NASBonline.org

Twitter: www.twitter.com/NASBonline

Facebook: www.facebook.com/NASBonline



OCTOBER BOARD AGENDA ITEMS

Mission, Vision & Goals	Strategic Plan Update; District Goals Update
Policy Governance	Review, update, and adopt policy per board adopted Policy Review Process.
Accountability & Student Achievement	Review Statewide Assessment Results
	* District Assurance Statement. On or before November 1 , the school district must submit their Rule 10 Accreditation Assurance Statement to NDE. The statement must be signed either by the superintendent and/or a member of the governing board. The Assurance Statement should be presented to the board for review once complete.
	* ESU Assurance Statement. On or before November 1 , the ESU must submit their Rule 84 Assurance Statement to NDE. This rule is intended to support educational service units in effectively and efficiently supporting school systems in this state and to establish the minimum level of performance for accreditation of the Nebraska education service units.
	* Fall Membership Report. On or before November 1 , the superintendent of each school district shall submit to the Commissioner of Education a report described as the annual financial report showing (i) the amount of money received from all sources during the year and the amount of money expended by the school district during the year, (ii) the amount of bonded indebtedness, (iii) such other information as shall be necessary to fulfill the requirements of the Tax Equity and Educational Opportunities Support Act and section § 79-1114 , and (iv) such other information as the Commissioner of Education directs. § 79-528
	* Fall Membership Report (Failure to meet deadline). If a school district fails to submit the fall membership report by November 1 , the commissioner shall, after notice to the district and an opportunity to be heard, direct that any state aid granted pursuant to the Tax Equity and Educational Opportunities Support Act be withheld until such time as the report is received by the department. In addition, the commissioner shall direct the county treasurer to withhold all school money belonging to the school district until such time as the commissioner notifies the county treasurer of receipt of such report. The county treasurer shall withhold such money. § 79-528
Advocacy	Appoint Local Board NASB Delegate Assembly Representative
District/ESU Resources [Budget]	* Superintendent file Financial Report. On or before November 1 , all superintendents must submit to the Commissioner of Education, an Annual Financial Report. § 79-528
	* Authorize School District Audit. On or before November 5 , a copy of the Audit Report shall be filed with the Commissioner of Education and Auditor of Public Accounts. Annually, the school district shall authorize the examination of all financial records. The audit is to be conducted by a public accountant or by a certified public accountant. § 79-1089
	* Collective Bargaining. On or before November 1 , negotiations shall begin. No fewer than four negotiations meetings between the certificated and instructional employees' collective-bargaining agent and the board's bargaining agent. § 48-818.01
Reports	Board Committees; Superintendent; Administrators;
	* Educational Service Unit Yearly Report. On or before November 1 , each ESU is required to publish a Report of Yearly Activities of the ESU Board. The report shall include the amount of the revenue received and expenditures itemized by categories. This publication shall be for one time in a newspaper of general circulation distributed in each county in the educational service unit. A copy of the report shall be distributed to each member school district. § 79-1228
	* Review Annual Emergency Safety Plan as filed with the State School Security Director. § 79-2,144

OCTOBER BOARD AGENDA ITEMS (CONTINUED)

Board-Superintendent Relations	Distribute the superintendent evaluation to be completed by each board member. *NASB Online Survey System, direct the Association to distribute links to each individual board member to complete the superintendent evaluation. Note: Review board policy and superintendent contract to ensure the board is meeting the directives of both documents.
Board Leadership Development	Review and discuss Board Governance Standard VIII. Board-Superintendent Relations
	NASB Board Member Candidate Webinar (even-numbered years only)
	Labor Relations Conference
Foundation Filing Forms	<p>School Board will Review the Annual Foundation Board Filing Forms</p> <p>Original tax deadline for exempt organizations (Form 990): On or before May 15, 2024</p> <p>Note:</p> <ul style="list-style-type: none"> ○ Extension tax deadline for exempt organizations: November 15, 2024 (must complete IRS Form 8868 Application for Automatic Extension of Time to File an Exempt Organization Return <p>Foundation Boards – Schedule A (Form 990 or 990-EZ), Public Charity Status and Public Support</p> <ul style="list-style-type: none"> ○ Form 990 is <u>not complete</u> without fully completing Parts I through XI and a proper signature in Part II, Signature Block. ○ An officer of the organization must sign the return. This signature must come from the Superintendent if the foundation does not have a designated tax officer. ○ Schedule B Parts I and II must also be completed if contributions totaling \$5,000 or more (in money or property) were recognized from any one contributor.

COMMUNITY ALIGNMENT



*“THE VIABILITY OF THE COMMUNITY IS
DEPENDENT UPON THE VIABILITY
OF THE SCHOOL DISTRICT AND VICE VERSA”*

What is the role of the school district in community development?
How can collaborative partnerships with local entities create new and meaningful learning opportunities for students?

*Community Alignment explores how the school district
can contribute to the collective development of our communities.*

Contact

Caden Frank, Board Leadership Community Engagement Specialist
cfrank@NASBonline.org



NOVEMBER BOARD AGENDA ITEMS

Mission, Vision & Goals	Strategic Plan Update; District Goals Update
Policy Governance	Review, update, and adopt policy per board adopted Policy Review Process.
Accountability & Student Achievement	*Review District and [each] Building AQuESTT Classification
	On or before December 31, 2024 , and on or before December 31 of each year thereafter, in order to promote and support financial literacy education, each school district shall provide an annual financial literacy status report to its school board, including, but not limited to, student progress in financial literacy courses and other district determined measures of financial literacy progress from the previous school year. §79-3004
	*Review District Audit Report
District/ESU Resources [Budget]	Distribute the superintendent evaluation to be completed by each board member. *NASB Online Survey System, direct the Association to distribute links to each individual board member to complete the superintendent evaluation. Note: Review board policy and superintendent contract to ensure the board is meeting the directives of both documents.
Board-Superintendent Relations	Board Committees; Superintendent; Administrators
Reports	Review and discuss Board Governance Standard IX. Professional Development
Board Leadership Development	NASA/NASB State Education Conference
	NASB Delegate Assembly
BOARD LEADERSHIP ONLINE SURVEY SERVICES	<p>Contact Katie Corfield, Board Leadership Evaluation and Assessment Specialist</p> <p>kcorfield@NASBonline.org</p> <p>to learn more about the Online Survey Service</p> <p><i>Superintendent Evaluation</i></p> <p><i>Board Self-Assessment</i></p> <p><i>Facility-Bond Referendum Surveys</i></p> <p><i>District Reorganization Surveys</i></p> <p><i>Custom Surveys</i></p> <p><i>Satisfaction Surveys</i></p>



DECEMBER BOARD AGENDA ITEMS

Mission, Vision & Goals	Review School Improvement Plan
	Strategic Plan Update; District Goals Update
Policy Governance	Review, update, and adopt policy per board adopted Policy Review Process.
Advocacy	Review the [Tentative <i>as of October 2022</i>] 2024 Legislative Session Calendar
District/ESU Resources [Budget]	<p>ESU Annual Financial Report – On or before January 31, the ESU Administrator of each ESU will submit to the Commissioner of Education an Annual Financial Report. § 79-1229</p> <p>*ESU Audit. On or before January 31, the ESU Audit Report will be presented to the ESU board for review. The board of each educational service unit shall cause a complete and comprehensive annual audit to be made of the books, accounts, records, and affairs of the educational service unit. The audits shall be conducted annually, except that the Auditor of Public Accounts may determine an audit of less frequency to be appropriate but not less than once in any three-year period. § 79-1229</p>
Reports	Board Committees; Superintendent; Administrators
	Review the NDE State of Schools Report
Board-Superintendent Relations	* Review the Superintendent Evaluation Summary
Board Leadership Development	*NASB New Board Member Workshop – Election Year Event
Learning Community	Report Evaluation and Research Results. On or before January 1 , each learning community coordinating council shall use any funds received pursuant to section § 79-1241.03 for evaluation of programs related to the community achievement plan. § 79-2104.02
Board Election	Notify the County Clerk/Election Commissioner. On or before February 1 , the board must notify the County Clerk of Election Commissioner of the member seats open for the upcoming election.

NASB
BOARD
LEADERSHIP
TEAM

Marcia Herring, NASB Director of Board Leadership
mherring@NASBonline.org

Katie Corfield, Board Leadership Evaluation and Assessment Specialist
kcorfield@NASBonline.org

Kari Stephens, Board Leadership Development and Learning Specialist
kstephens@NASBonline.org

Caden Frank, Board Leadership Community Engagement Specialist
cfrank@NASBonline.org

Stacie Higgins, Board Leadership Specialist
shiggins@NASBonline.org

Ben Anderjaska, Board Leadership Data and Support Specialist
banderjaska@NASBonline.org



THE NEBRASKA ASSOCIATION OF SCHOOL BOARDS
PROVIDES PROGRAMS, SERVICES, AND ADVOCACY TO
STRENGTHEN PUBLIC EDUCATION FOR ALL NEBRASKANS.

Marcia R. Herring
NASB Director of Board Leadership
mherring@NASBonline.org
1.800.422.4572

2.11. Annual review of the Mission and Vision Statements

Mission:

"Cozad Community Schools in partnership with family and community prepares students to be successful lifelong learners through quality education."

Vision:

Cozad Creates Success!

2.12. Appointment of Non-Discrimination Compliance Coordinator and Title IX Coordinator

2.13. Signing of Potential Conflict of Interest Statement

Each board member must complete and sign a NADC Form C-2A, which is a Potential Conflict of Interest Statement

NEBRASKA ACCOUNTABILITY AND DISCLOSURE COMMISSION 1225 L St., Suite 400 P.O. Box 95086 Lincoln, NE 68509 (402) 471-2522	POTENTIAL CONFLICT OF INTEREST STATEMENT	POSTMARK DATE	
		MICROFILM NUMBER	
NADC FORM C-2A (Village, City, School Officials Except Omaha and Lincoln Officials)		OFFICE USE ONLY	
BEFORE COMPLETING THIS FORM READ THE FILING REQUIREMENTS ON PAGE 3			

- An official of a village or city holding elective office or an official of a school district holding elective office must file this form if he or she has a potential conflict of interest.
- **Officials of the cities of Lincoln and Omaha** holding elective office with a potential conflict of interest **should not use this form.** Use Form C-2.
- This form should be filed with the person who normally keeps records for the school district, city or village. **There is no requirement to file this form with the Nebraska Accountability and Disclosure Commission.**
- Persons who fail to disclose a potential conflict of interest or who otherwise do not comply with the law are subject to penalties.

ITEM 1	NAME, ADDRESS AND TELEPHONE NUMBER
---------------	---

Name _____ Telephone No. _____
Last First Middle

Address _____
STREET ADDRESS OR RURAL ROUTE City STATE ZIP CODE

ITEM 2	TITLE, AGENCY (City, Village, School), ADDRESS AND PHONE
---------------	---

Your Title _____ Agency _____

Agency Address _____

Agency Phone _____

ITEM 3	DESCRIBE POTENTIAL CONFLICT OF INTEREST IN DETAIL (Use Item 6 Continuation, if necessary)
---------------	--

Date action is to be taken or decision is to be made: _____

Description of Potential Conflict:

ITEM 4 PERSONS WHO MAY RECEIVE FINANCIAL BENEFIT OR DETRIMENT

You

Member of your Immediate Family: _____
NAME

Business With Which You

Are Associated (See Definitions) _____
NAME OF BUSINESS

ITEM 5 NATURE OF FINANCIAL BENEFIT OR DETRIMENT

ITEM 6 CONTINUATION

(SIGNATURE)

(DATE)

General Information - Filing Requirements

I. What is a Potential Conflict of Interest? - A public official has a potential conflict of interest if he or she is faced with taking an official action or making an official decision which may result in a financial benefit or a financial detriment to the public official; a member of his or her immediate family; or a business with which he or she is associated. The financial effect of the action or decision must be distinguishable from the financial effect on the general public or a broad segment of it.

II. Who Must File:

- A. An official of a city or village holding elective office who has a potential conflict of interest. An official of the cities of Lincoln or Omaha holding elective office who has a potential conflict of interest should not file this form, but instead should use Form C-2.
- B. An official of a school district holding elective office who has a potential conflict of interest.
- C. An elective office is a public office normally filled by an election. A person appointed to fill a vacancy in a public office normally filled by election holds an elective office.

III. When and Where to File:

- A. This form should be filed as soon as the person holding elective office is aware that he or she may have a potential conflict of interest and prior to the time that the action is to be taken or the decision made.

- B. This form should be filed with the person who normally keeps records for the governing body of the official holding elective office. For example, the person who keeps records for a city or village may be the city clerk or village clerk. **This form does not need to be filed with the Commission.**
- C. The person filing the form should abstain from participating in or voting on the matter in which he or she has a potential conflict of interest. However, if the person wants an opinion from the Commission as to whether he or she has an actual conflict of interest requiring abstention or non-participation, he or she may send a copy of the form to the Commission along with request for an opinion.

Disclosure of Contractual Interests by Local Officers. If you are a local elected official disclosing an interest in a contract or an open account in which a local governing body on which you serve is a party, use NADC Form C-3, Contractual Interest Statement.

Disclosure of the Employment of Immediate Family Members. If you are disclosing the employment of an immediate family member, use NADC Form C-4, Employment of Immediate Family Members Disclosure Statement.

Definitions

Immediate family shall mean a child residing in your household, your spouse or an individual claimed by you or your spouse as a dependent for federal income tax purposes.

Business shall mean any corporation, partnership, limited liability company, sole proprietorship, firm, enterprise, franchise, association, organization, self-employed individual, holding company, joint-stock company, receivership, trust, activity, or entity. NOTE: The definition includes for profit and non-profit entities.

Business with which you are associated shall mean a business: (1) of which you are the sole proprietor; (2) or in which you are a partner, director, or officer; (3) or in which you or a member of your immediate family is a stockholder of closed corporation stock worth \$1,000 or more at fair market value or which represents more than a 5 percent equity interest, or is a stockholder of publicly traded stock worth \$10,000 or more at fair market value or which represents more than a 10 percent equity interest.

Elective office shall mean a public office filled by an election, except for federal offices. A person who is appointed to fill a vacancy in a public office which is ordinarily elective holds an elective office.

Person means a business, individual, proprietorship, firm partnership, joint venture, syndicate, business trust, labor organization, company, corporation, association, committee, or any other organization or group of persons acting jointly.

Statutory Authority: Section 49-1499.03 Revised Statutes of Nebraska.

3. **APPROVAL OF THE AGENDA**

This agenda item enables the board to validate if an item was added prior to the 24-hour period before the board meeting. If an item was added, the board may verify when the modifications were made and when the updated agenda was posted to the district website.

4. **HAYMAKER HIGHLIGHT**

January Board Meeting

- Boys basketball won their Holiday Tournament!
- Mr. Williams will provide a detailed report, but our students made significant progress over the first semester.
- Tremendous progress on each building site!
- The all-day in-service plan on February 1st will have different staff leading the professional development in short sessions about great things they are doing in their classrooms. Thank you to all the teachers who are leading a session!

5. PUBLIC COMMENTS (AGENDA ITEM SPECIFIC)

The Board of Education invites you to offer comments during the public comments portion of the agenda. This is the portion of the meeting when members of the public may speak to the board about matters on the agenda. The public will also have the ability to speak to the board on non-agenda items at the end of the meeting.

We have _____ speakers who have signed up to speak. We will allow ____ minutes per speaker for a total of _____ minutes.

During the public comment portion of this meeting, those who have signed up need to be allowed to speak without interruption for the time allotted by the Board. We understand that people may have strong feelings about the issues they come to speak about. We ask that you respect the opinions of all who speak and that you refrain from applause, conduct that interferes with the Board meeting, or other outbursts during the presentations. Offensive language, vulgar personal attacks, or hostile conduct will not be tolerated. If the Board President determines any statement or comment constitutes offensive language, a vulgar personal attack, or hostile conduct, then the Board President will rule the person out of order, and the person forfeits any remaining time. You should be further advised that there is no legal protection for any comments that are made, including slanderous comments. Each person should choose their words carefully.

The Board is not obligated to respond to public comments or questions because such dialogue could violate the Open Meetings Act.

During the meeting, including during public comment, comments, outbursts, or interruptions from the audience will not be tolerated. After public comment, the Board will conduct its business. Remember that this is a public meeting, not a meeting of the public. Individuals wishing to speak must do so during public comment. Any attendee who chooses to interrupt Board business will be deemed out of order and may be asked to leave. Refusal to do so may result in removal.

The board needs to be allowed to conduct our business in this public setting uninterrupted. Any questions or concerns that arise from this meeting can be addressed via phone or email to the administration or Board after the meeting has concluded.

If the subject of your public comment is related to a particular student or staff member, we ask that you not mention the student or staff member by name in the public session. The Board has a complaint procedure in policy, and the Board will not respond to or consider any complaints unless and until an individual follows the complaint policy.

As a reminder, under the Open Meetings Act, the Board of Education is legally obligated to require any member of the public desiring to address the Board to identify himself or herself, including an address and the name of any organization you may represent. As a result, please state and spell your first and last name, state your current address, and let us know if you are here representing any particular organization before you begin your public comment.

It is now _____ p.m. Our first speaker _____

6. PRINCIPAL/ADMINISTRATIVE REPORTS

6.1. Patty Wolfe Report

Director of Technology Board Report
January 15, 2024
Patty Wolfe - Director of Technology

1. Epson - Copiers

- a. Current 5 year Lease/Service Agreement expires on July 2, 2024
- b. Eakes is willing to work with our current copiers through construction
 - i. Buy out copiers for \$1.00
 - ii. Continue a monthly service agreement with Eakes
 - iii. They will work on our PaperCut and Fax (part of bundle)
 - iv. After construction then we will assess copier/printer needs

2. Plans–Technology Needs for 2024-2025 School year

- a. Devices for students
 - i. Two grade levels of chromebooks (update yearly)
 - ii. Will review inventory and get quotes
- b. Assessing Staff devices and will update

3. Needs/Plans for new Kindergarten and PreK classrooms

- a. Working with elementary and PreK admin on needs for AV and audio for the new classrooms
- b. Working with KCAV Dustin Franks on quotes for AV

4. eRate

- a. Meeting scheduled this week with ESU network specialists to go over needs of new classrooms and offices and what networking items can be purchased through eRate
- b. Review of our current hardware and network needs that can be covered under eRate

5. Nebraska Educational Technology Association (NETA) Conference

- a. March 14 & 15–Omaha
- b. NETA Ambassador
- c. Trysta Asche, MS English teacher, will be presenting “Supporting Student Choice Reading with Tech Tools”

6.2. Corey Fisher Report

Cozad High School

Home of the Haymakers

Corey Fisher, Principal
Phone: (308) 784-2744
Fax: (308) 217-4505



1710 Meridian Ave.
Cozad, NE 69130

E-mail: corey.fisher@cozadschools.net

DATE: January 15, 2024
RE: Board Report (HS)

[*Strategic Plan Framework-Guiding Principles](#)

[W CozadStratPlanFramework2020-24.docx](#)

STUDENT CREDIT ACQUISITION TRACKING

- The expectation at Cozad High School is for **97% or more** of all high school students to earn full credits for the classes in which they are enrolled each semester.

2020-2021 School Year:

- **December 2020 - 83%** of CHS students earned full credits for the semester.
- **May 2021 - 79%** of all students earned full credits.

2021-2022 School Year:

- **December 2021 - 86%** of CHS students earned full credits.
- **May 2022 - 91%** of CHS students earned full credits.

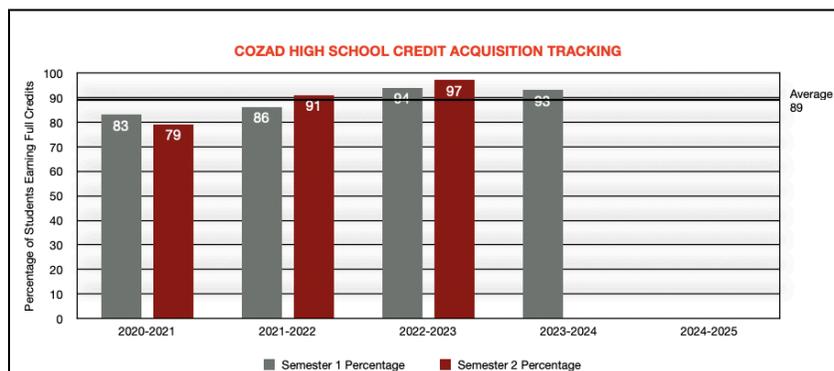
2022-2023 School Year:

- **December 2022 - 94%** of CHS students earned full credits.
- **May 2023 - 97%** of CHS students earned full credits.

2023-2024 School Year:

- **December 2023 - 93%** of CHS students earned full credits.
- **May 2024 - ??%** of CHS students earned full credits.

- The **97%** Student Acquisition Goal will not change. While the expectations will not change, we understand that there are always factors that schools can not control that can most definitely impact student academic success. Student **ATTENDANCE, STUDENT BEHAVIOR, MOBILITY** and **PARENT INVOLVEMENT** are factors that directly impact student academic success.
- While we understand we may not always accomplish the 97% goal, we will continue to work to hold students accountable to a high academic standard and we will continue to communicate those expectations to students, parents and school stakeholders.
- Credit acquisition directly impacts dropout and graduation rates. By maintaining a strong level of credit acquisition, we can continue to maintain our focus on our school's mission.



MISSION STATEMENT

Cozad Community Schools, in partnership with family and community, prepares students to be successful lifelong learners through quality education.

MAKER FAIR 2024:

- The annual Maker Fair is scheduled for January 29th and 30th. Planning for this annual event takes months of work and the Maker Fair Committee has done a great job organizing and communicating with all participants. This event is an annual event for our school that engages nearly all students and all teachers and staff. **SCHOOL BOARD MEMBERS ARE INVITED TO ATTEND!**

3rd QUARTER/BACK TO SCHOOL ASSEMBLIES

- As I do at the start of each quarter of the school year, I held student assemblies with each class. The purpose of the assemblies is to revisit general behavioral expectations with students including attendance, focus attention on academic performance, highlight upcoming events and celebrate great things happening in our school. You can review the presentation I used for the assemblies using this link:

▀ [3RD QUARTER ASSEMBLY 2023-2024.pdf](#)

TEACHER EVALUATIONS:

- I will continue to conduct formal teacher evaluations this month. A reminder that tenured teachers are evaluated at least once per school year and non-tenured teachers are evaluated at least twice per year.

2024-2025 STUDENT REGISTRATION AND COURSE SCHEDULING:

- We are in the initial phases of preparing for student registration and course scheduling for the 2024-2025 school year. We will begin student-pre-registration in February and begin building the 2024-2025 class schedule once students have completed class registration requests.
- Our goal is to develop the 2024-2025 class schedule early in the semester to allow for adjustments and changes, as needed, depending on staffing and other factors. This will allow teachers to better prepare for the 2024-2025 school year, more efficient budgeting/requisitioning processes and less adjustment to student schedules at the start of the school year.
- Mrs. Haarberg, Mr. Revelo, Mrs. Wolfe and other staff will continue to work with curriculum departments to update course descriptions and develop the schedule.

STANDARD RESPONSE PROTOCOLS (SRP) REVIEW:

- As we do at the start of each semester, teachers will review the Standard Response Protocols for their classrooms.
- I will also review the Standard Response protocols using the Weekly Student Update Videos in January. The link below is a video that does a great job of explaining **ALL** of the Standard Response Protocols. [SRP Training Video](#)

MID TERM GRADUATION:

- Mid-Term Graduation was held on Saturday, January 6, 2024 at 11:00 a.m. in the CHS Auditorium.
- Four students applied for and were approved for Mid-Term Graduation earlier this semester and three participated in the ceremony.
- Congratulations to Isaiah White, Miranda Phaby, Franchel Tennant and James Thompson



FAFSA Night
(Student & Parents)
Wednesday, January
10th 6:00PM at the
High School Library

Cozad Community Schools

Home of the Haymakers

*James Ford, Superintendent of Schools
Corey Fisher, High School Principal
Brian Regelin, Middle School Principal
Kyle Hoehner, Elementary Principal*



*Jeremy Yilk, Activities Director
Jessica Edeal, Special Education Director
Patty Wolfe, Director of Technology
Connor Williams, Director of Teaching & Learning*

Wednesday, January 10, 2024

To Whom It May Concern,

On Monday, January 29th and Tuesday, January 30th, the students at Cozad High School will have the opportunity to take part in courses that are not typically offered at CHS. This is the 10th annual Maker Fair, which is loosely based on college interim programs. This project is funded by a grant from the Cozad School Foundation.

Over the course of two school days, all staff and several community members will be teaching over 60 different courses. These courses will range in length from 3 hours (half day), to a full day.

The students were given the opportunity to select the classes that sparked an interest, then were placed based on availability. Courses such as Art of Barbeque, Flower Arrangements, and Legos filled up quickly.

See the following for a list of courses and the days' schedules.

We would love to have anyone observe during our event. If you need more information, you can reach us at the phone number below. (You can ask for Dawn Beans or myself.) Thank you so much for your consideration and we hope to see you soon.

Sincerely,
Amanda Rossell
Cozad High School
(308)784-2744
amanda.rossell@cozadschools.net

6.3. **Jeremy Yilk Report**

CCS ACTIVITIES REPORT

JEREMY YILK

1.15.2024

1. Winter Activities Update

a. Boys Basketball

- i. The boys basketball team is currently 10-2.
- ii. **Upcoming**
 1. JV/Var @ Gothenburg (1.11) / JV/Var vs Centura (1.13) / JV/Var vs Amherst (1.16)
- iii. MS BBB
 1. 7th BBB Participants = 19 / 8th BBB Participants = 14
 2. 7th BBB @ Lexington Jamboree (1.13) / 8th BBB @ McCook Jamboree (1.13)

b. Girls Basketball

- i. The girls basketball team is currently 4-9.
- ii. **Upcoming**
 1. JV/Var @ Gothenburg (1.11) / JV/Var vs Centura (1.13) / JV/Var vs Amherst (1.16)

c. Speech

- i. Results from the Lex Invite:
 1. Novice Informative - Shank Sall (4th), Jorja Yocom (1st) / Novice Extemporaneous - Maddux Malcom (5th) / Varsity Poetry - Emma Lindekugal (6th) / Varsity Serious - Larkyn Malcom (4th) / Varsity Humorous - Camryn Yilk (6th) / Varsity Duet - Larkyn Malcom & Camryn Yilk (2nd) / Varsity OID - Libby Bennett, Emma Lindekugel, Latasha Heuck, Talyn Propp, Taeh Soeh (6th) / Service and Leadership Award - Latasha Heuck
- ii. **Upcoming**
 1. Grand Island (1.13) / Broken Bow (1.20)

d. Wrestling

- i. Recent Team Results:
 1. Valentine Invite Champion / J.R. Durham Invite (Norton, KS) Runner-Up
 2. J.R. Durham Invite Individual Results

- a. JV - B. Barber (138) - 2nd, L. Baker (157) - 2nd, B. Lozoya (157) - 1st, M. Ruano (215) - 1st, I. Cendejas (215) - 4th
- b. Varsity - D. Hasbrouck (126) - 3rd, A. Wilson (132) - 2nd, B. Irish (138) - 2nd, D. White (144) - 1st, K. Pohl (150) - 3rd, B. Malcolm (165) - 1st, L. Levario (175) - 4th, L. Wright (190) - 3rd
- 3. Currently 9-1 in duals.

ii. **Upcoming**

- 1. JV/Var Dual vs Lexington (1.11) / Minden Dual Invite (1.12) / JV/Var Dual vs Gothenburg (1.16)

2. **Other**

- a. Hosting SWC WR Invite on Feb 1st

6.3.1. **Girls Wrestling Proposal**

COZAD HIGH SCHOOL GIRLS WRESTLING PROGRAM PROPOSAL

Background

- a. The NSAA membership schools voted to sanction Girls Wrestling as a NSAA sanctioned Sport/Activity starting back in 2021-2022. There are currently 168 schools/wrestling teams in the state of Nebraska participating in girls wrestling. During the MS wrestling season, approximately 5-8th grade girls participated during the boys MS wrestling season. In addition, we conducted a survey gauging the interest of girls currently in grades 8th-11th. Anticipated numbers would be around 10-12 High School girls participating. We already offer boys wrestling at Cozad High School and Middle School. It would be fair and equitable to offer Girls Wrestling for our High School and Middle School Students.

Proposal

- a. The proposal is to add girls wrestling at Cozad High School and Middle School for the 2024-25 school year and beyond. The program would be offered in the Winter Sports Season. Creating this opportunity allows for more options of choice for high school and middle school students. The new program will focus on the athletic and technical development along with the rules associated with the sport of wrestling.
- b. The addition of this sport will emphasize the priority of academics coming first. The student-athletes will miss minimal school time. Many competitions will be held on Friday or Saturdays, with a few dual or triangular competitions to be held on weekday nights. Dual and triangular dates/opportunities will be based on participation numbers.

Staffing Needs

- a. Depending on participation numbers, we would likely request one head coach and one assistant coach for both the high school and middle school programs. The coaches would oversee all aspects of the program (4 coaches total: 2 HS coaches / 2 MS coaches).
 - i. Two coaches, at each level, will help ensure quality instruction will be received by the student-athletes and the staff will have the opportunity to better serve and influence the participants of the program.
- b. The wrestling coaches will report to the Cozad Community Schools Activities Director, and be accountable to all Activity Program and School policies and procedures.

Timeline of Girls Wrestling Program

- a. The HS season would start on the Monday of NSAA Week 20 (Nov. 18th, 2024).

- b. The MS season would start on a determined date once school resumes 2nd semester (MS Boys November-December / MS Girls January-February).
- c. The HS Championships would be held on the weekend of NSAA Week 33 (Feb. 20-22, 2025)
- d. HS and MS Contests would be limited to start...5 contests are required to be eligible for HS Sub-District/District/State Competition

Location of Wrestling Practices

- a. HS wrestling practices would take place after school in the CHS wrestling room and Hawk Building in downtown Cozad. Depending on numbers, the boys and girls HS teams would alternate between the two locations. This would be similar to the boys and girls basketball teams practicing in the HS gym and Wellness Center.
- b. The MS teams would practice at the Hawk Building the entire time and would share the location with a HS team. Morning practices may be utilized once in a while throughout the season.

Anticipated Expenses

- a. Coaching Placement on Extra Duty Salary Schedule Suggested:
 - a. HS = Column 7 for Head, Column 6 for Assistant (same as boys categories)
 - b. MS = Column 4 for Head, Column 3 for Assistant (same as boys categories)
- b. Transportation – Wrestling is more of a van sport so we'll plan on using vans rather than buses...this would save on paying drivers.
 - a. Will need to look into increasing the fleet of vans based on numbers and reliable vans available.
- c. Equipment – CHS may need to buy more headgear, and possibly another scale.
 - a. Headgear cost - \$570 (order of 20)
 - b. Scale cost - \$445
- d. Uniforms – Singlets and/or Two Piece Uniforms (2 uniforms per wrestler)
 - a. Singlet: Estimated Cost = \$2,720 (order of 20)
 - b. Singlet Two Piece: Estimated Cost = \$2,160 (order of 20)
- e. Event Workers (officials, ticket takers, etc.) - TBD based on created schedule
- f. Entry Fees @ Invites - TBD
- g. Hotel Rooms for State, District and Regular Season Events - TBD

Conclusion

- a. Providing girls wrestling at Cozad High School and Middle School enhances a wide range of opportunities for students to have access to another positive after school program. Teamwork, sportsmanship, self-confidence and personal growth will serve as the pillars to create a long-lasting program that will benefit Cozad Community Schools girls who choose to participate.

6.4. **Brian Regelin Report**

Brian Regelin, Board Report- January 15, 2023

1 message

Brian Regelin <brian.regelin@cozadschools.net>

Thu, Jan 11, 2024 at 12:50 PM

To: James Ford <james.ford@cozadschools.net>, Brian Regelin <brian.regelin@cozadschools.net>, Brenna Richie <brenna.richie@cozadschools.net>

Cozad Middle School
Home of the Haymakers
Brian Regelin, Board Report- January 15, 2023

COZAD MIDDLE SCHOOL SPELLING BEE

*There are 22 students currently signed up to participate. Practices will begin Thursday, January 11th, and will continue every Thursday at 3:00 PM in Room 12. The finals for the spelling bee will be on Wednesday, February 14th at 1:15 in the Auditorium.

MIDDLE SCHOOL QUIZ BOWL

* The Cozad Middle School Quiz Bowl Team has been formed as part of our HAL program. The MS Quiz Bowl Team has 41 members participating this year. Practices started the week of January 8th and will be held every Wednesday morning at 7:30 in the MS Library. Students will be attending four competitions:

- Monday, January 15th: Dual at Gothenburg starting at 4:00
- Thursday, February 29th: Tournament at Broken Bow starting at 9:00
- Monday, March 18th: ESU 10 Tournament at UNK starting at 8:30
- Wednesday, March 27th: Dual with Gothenburg at Cozad starting at 3:00

The MS MTSS Team met at the end of the semester and exited 10 students from our intervention classes. This was a huge accomplishment for those students.

The MS Band and Choir Concert was a success. It was a packed house and students did an outstanding job of showcasing their talents.

Office Furniture was installed in the MS office over break.

Students were able to cash in on their GRIT TICKETS at the end of 2nd Quarter as part of our MTSS behavior incentive program.

I have 4 tenured and 8 non-tenured evaluations to complete during 2nd semester. I have 2 scheduled this week.

6.5. Kyle Hoehner Report

Cozad Elementary School

Home of the Haymakers

*Kyle Hoehner – Cozad Elementary Principal
420 E 14th St. / Cozad, NE 69130
(kyle.hoehner@cozadschools.net)*



*Connor Williams – CE Assistant Principal
& K-12 Director of Teaching & Learning
(connor.williams@cozadschools.net)*

*Blair Stuthman – Counselor
(blair.stuthman@cozadschools.net)*

*Brooke-Lynn Rascon – Admin Assistant
(brookelynn.rascon@cozadschools.net)*

*Bailey Dahlgren – Title I Coordinator
(bailey.dahlgren@cozadschools.net)*

BOARD REPORT (Cozad Elementary)

- Monday, January 15, 2024 -

Parent Night – “Are you smarter than a first grader?”

First-Grade Parent Night was held earlier today (5:00 pm) at the elementary. These grade-level events are intended to engage our parents and community with our incredible students in a positive, enjoyable learning environment. Each of the vents has been very well attended and we have received excellent feedback from the parents. Needless to say, the kids love them.

New HAL Members

We met with our newly selected HAL (High Ability Learner) members earlier today. To be considered, students must qualify by meeting the following standards/requirements:

- 1) Score in the 85th percentile or higher on either the Fastbridge or NSCAS (Nebraska Student-Centered Assessment System) Assessment*
- 2) Teacher Approval*
- 3) Parent Approval*

UNK Teacher Recruitment Fair

Mr. Fisher, Mr. Williams, and Mrs. Edeal will be attending the University of Nebraska-Kearney Teacher Recruitment Career Fair on Thursday, January 25th. The career fair is open to UNK students in all educational areas. The Fall UNK Teacher Recruitment Career Fair included hundreds of schools that recruited potential employees from across the state and beyond, from Omaha to Scottsbluff to McCook. Some of the larger schools/districts that attended last fall:

- Omaha Public Schools (80+ schools), Lincoln Public Schools, Grand Island Public Schools*
- Omaha Westside, Papillion, Kearney, Bellevue, Fremont, North Platte, Gretna, etc.*

Teacher-Led Professional Development

District teachers and administrators have volunteered to present to their peers on various educational and specific teaching-related topics. All staff members will be able to attend various presentations that are of interest to them. Currently, there are 20 teachers and administrators who are scheduled to present to their colleagues on 16 different topics.

6.6. Jessica Edeal Report



CEEC Principal / Director of Special Education Board Report

January 15, 2023

Jessica Edeal

CEEC Updates

1. Teachers completed winter benchmark testing in December. Data suggests students have progressed from fall to winter benchmark testing in early skill acquisition.

SPED Department Update

1. The Department continues to complete required state reporting and management of student information to ensure timely and accurate district reporting.
2. By the end of February, all staff evaluations will be completed for the 23-24 school year.

6.7. Connor Williams Report

COZAD COMMUNITY SCHOOLS



Williams Board Report

STRATEGIC PLAN CONNECTION

I.

Communication and Stakeholder Engagement

Communication, Engagement, and Transparency

II.

Instruction, Curriculum, and Learning

Core Curriculum, Instruction, and Alignment

STRATEGIC PLAN CONNECTION

Strategy 1.3: Communicate the district's vision and goals through strategic messaging.

-1.3(c) Use social media to provide immediate two-way communication with stakeholders and build relationships and awareness of issues.

Strategy 2.3: Increase the utilization of data to inform decisions at the classroom, building, and district levels.

-2.3(c) Collect, track, analyze, benchmark, and report important state and local data points to stakeholders.

Cozad Curriculum Corner		
January 2024		
 Our focus lately at Cozad Community Schools has been analyzing our data from the fall to the winter. You can find each building's Mid-Year Data snapshots linked in this post!	 1/1 HAPPY NEW YEAR! 1/4 Welcome back to school! 1/15 School Board Meeting 1/11 Wednesday Early Out	 Staff Spotlight: This month's spotlight is on... -Karen Berreckman- 2nd Grade Teacher -Ethan Haarberg- HS Resource Teacher You can see their Spotlight in the link on this post!
 At Cozad Elementary School we have analyzed our winter data to make changes in our supports. Based on what is best for students, we exit students from intervention, place supports for students, and add students to our HAL program.	 At Cozad Middle School we have reassigned students to new interventions in academic success. When analyzing our data, we group students in ways that can help them work on the skills they need.	 At Cozad High School we have finished the semester strong, getting very close to our goal of 97% of our students receiving full credit in the first semester. A lot of hard work by our students and staff to finish strong!
 Magnifying Marzano: In all of our buildings this year at Cozad Community Schools, we will be purposeful about getting into our classrooms to see the different Marzano elements at work! Find these pictures on our school website's Marzano page! 		

STRATEGIC PLAN CONNECTION

Strategy 2.3: Increase the utilization of data to inform decisions at the classroom, building, and district levels.

-2.3(d) Engage the board of education in the review and analysis of student performance data to support informed decision making.

-2.3(e) Evaluate the impact of data informed decision making on student performance.



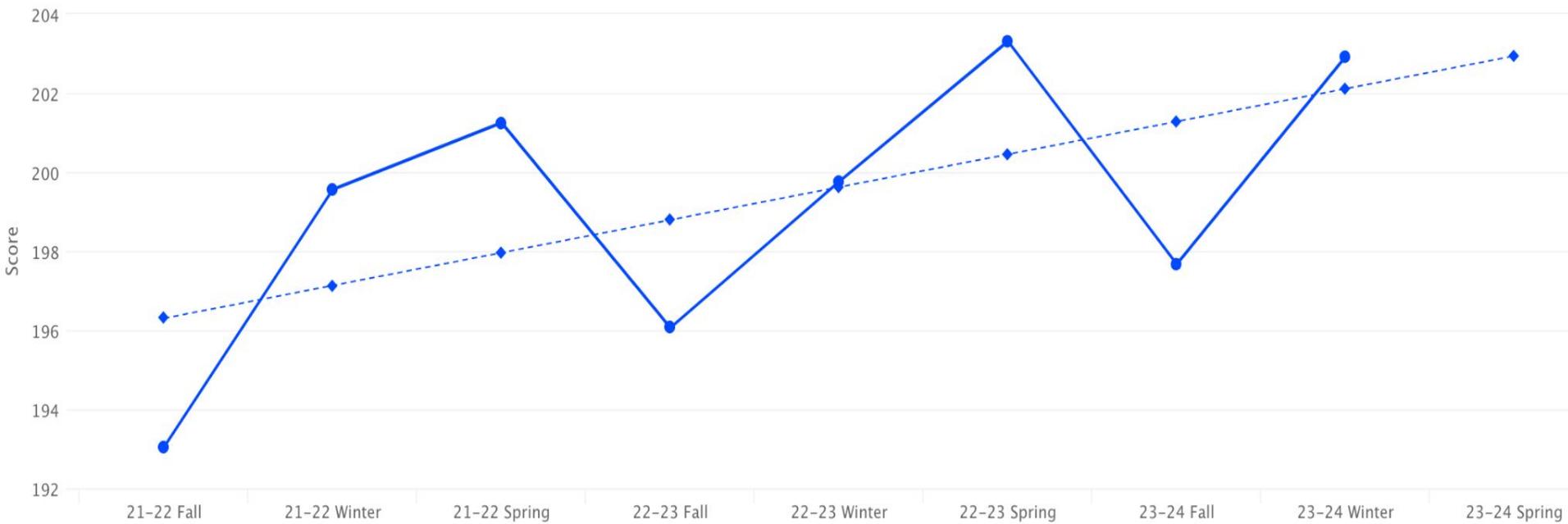
ELEMENTARY SCHOOL: 2023-24

Cozad Elementary

Mid Year Data

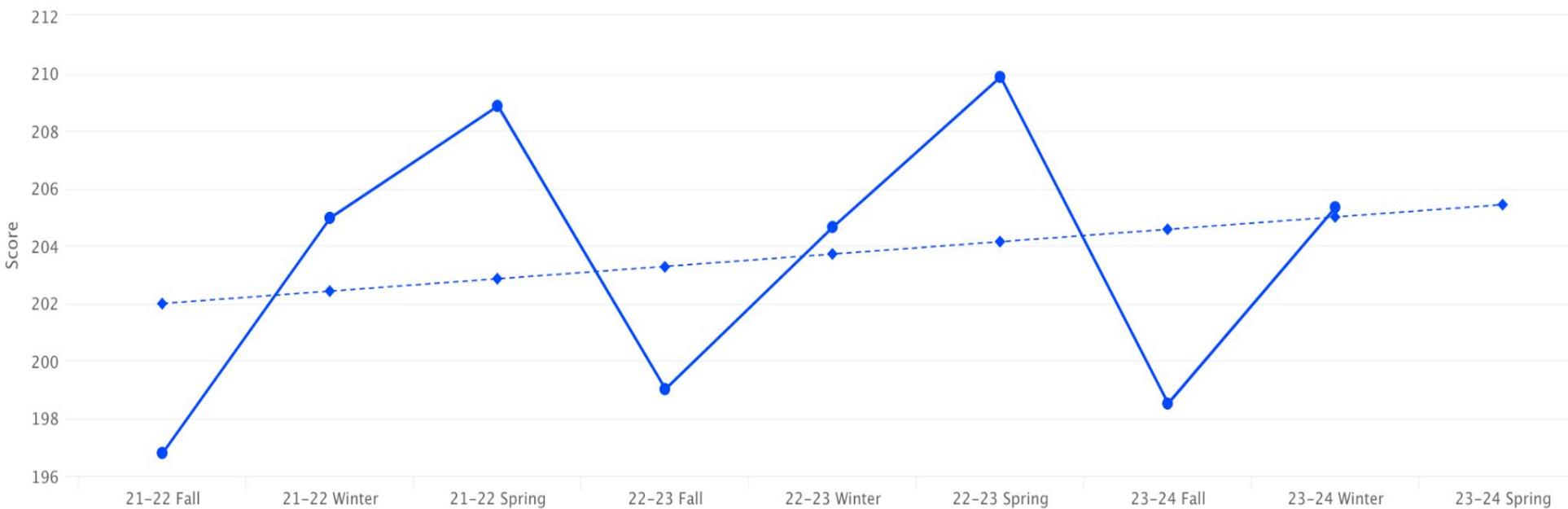
Snapshot 2023-24

ELEMENTARY SCHOOL MULTI-YEAR: ELA (3RD-5TH)



NSCAS Growth Data: Average RIT
193.04 → 202.92

ELEMENTARY SCHOOL MULTI-YEAR: MATH (3RD-5TH)

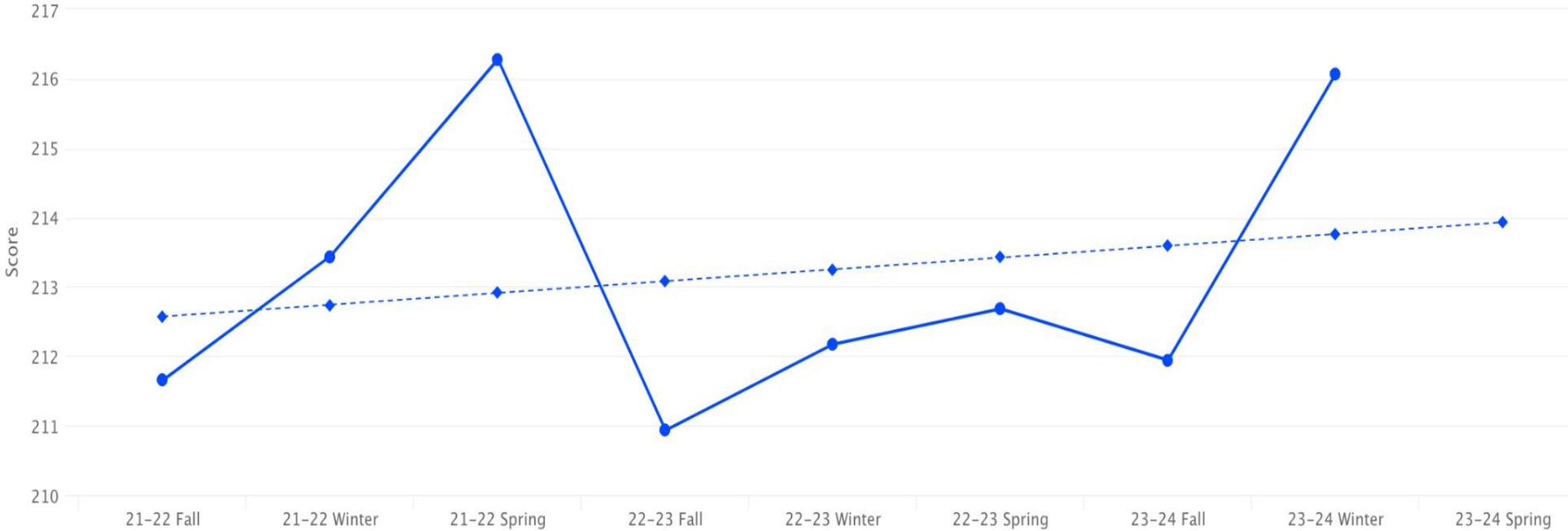


NSCAS Growth Data: Average RIT
196.78 → 205.33

MIDDLE SCHOOL: 2023-24

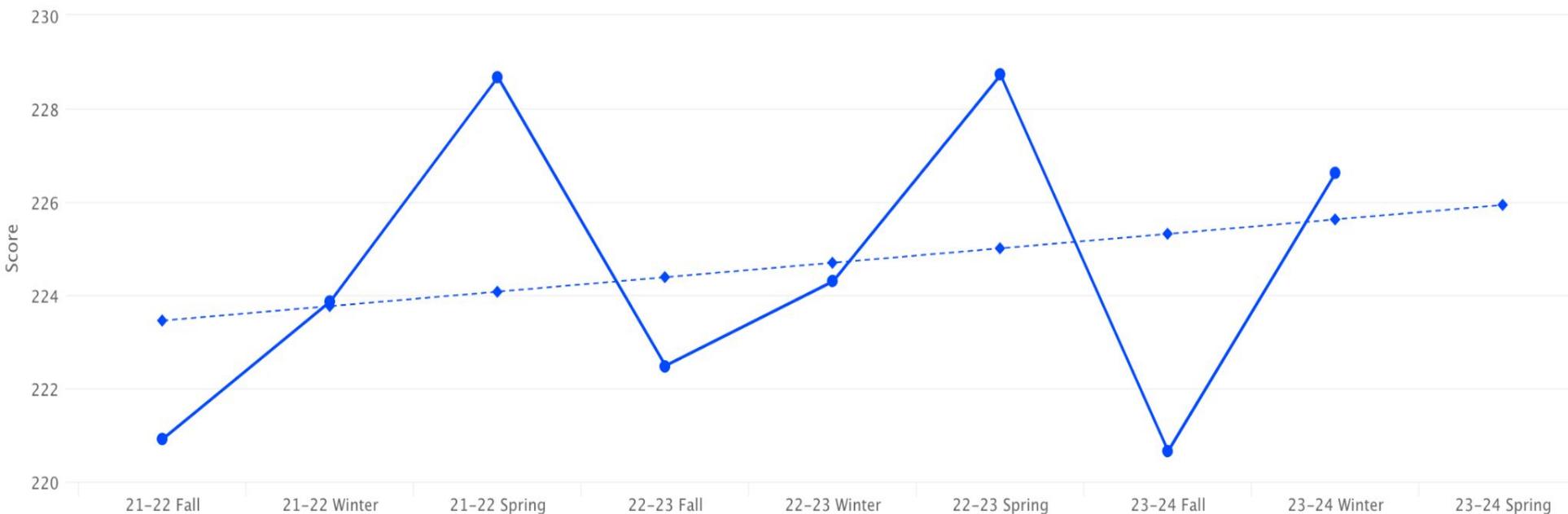
Cozad MS Mid Year
Data Snapshot
2023-24

MIDDLE SCHOOL MULTI-YEAR: ELA



NSCAS Growth Data: Average RIT
211.65 → 216.07

MIDDLE SCHOOL MULTI-YEAR: MATH

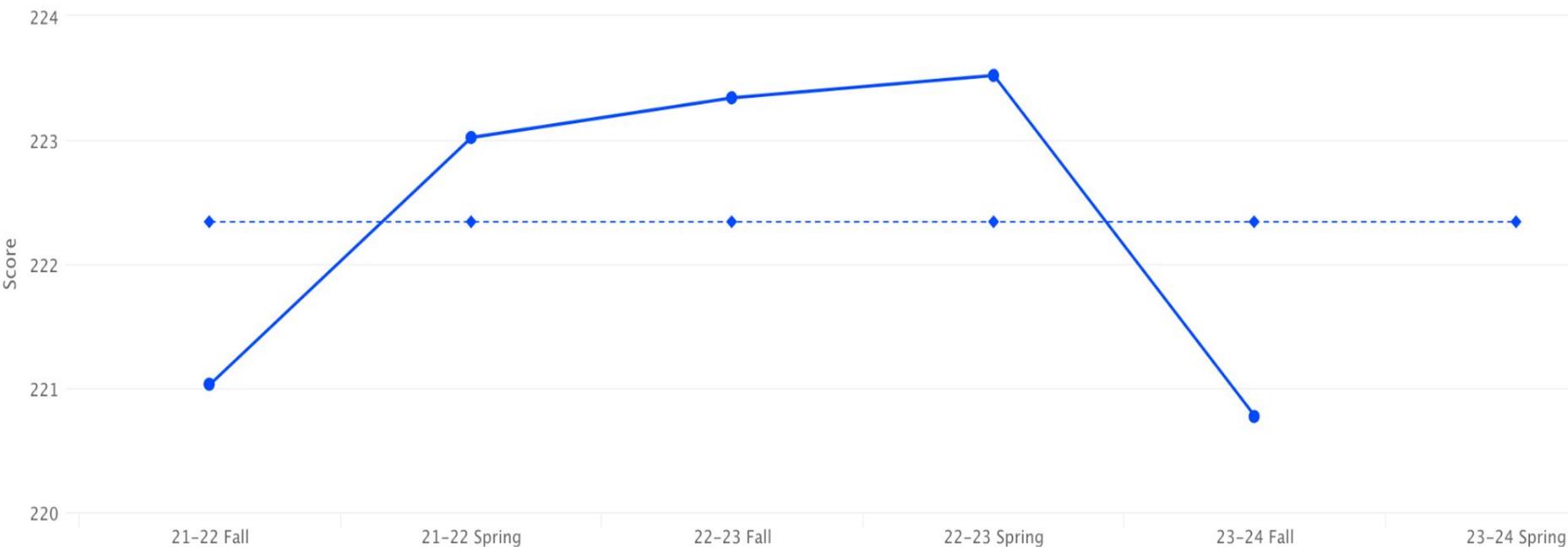


NSCAS Growth Data: Average RIT
220.91 → 226.62

HIGH SCHOOL: 2023-24

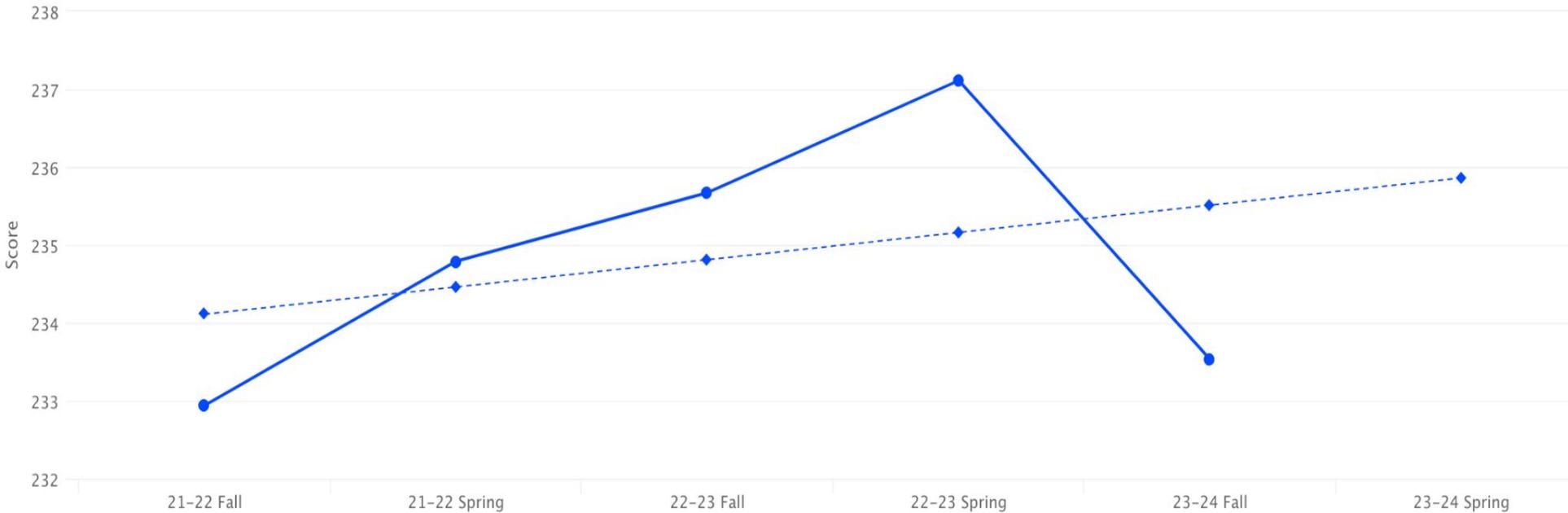
Cozad HS Mid Year
Data Snapshot
2023-24

HIGH SCHOOL MULTI-YEAR: ELA



MAP Data: Average RIT 221.03
→ 220.77

HIGH SCHOOL MULTI-YEAR: MATH



MAP Data: Average RIT 232.94
→ 233.53



7. SUPERINTENDENT REPORT

Cozad High School	0	0	0	0	0	0	0	0	0	0	0	0	68	52	68	58	246
Cozad Middle School	0	0	0	0	0	0	0	0	0	66	74	62	0	0	0	0	202
Cozad Elementary School	0	0	0	72	72	77	71	82	74	0	0	0	0	0	0	0	448
Cozad Early Education Center	26	12	44	0	0	0	0	0	0	0	0	0	0	0	0	0	82

Enrollment as of 1-8-24

Three more than the previous month

Topics of Discussion

- Policy question- [Policy Review Calendar 2024](#)
- Reschedule the Finance Workshop
- Furniture and future planning
- [Committee Meetings 2024](#)
- Construction, CEEC, and Roof Update

NASB Calendar

- District Report Card-  CCS 22-23 Report Card.pdf
- District Assurance Statement Corrections-Completed and confirmed on December 11th
- Review the 2024 Legislative Calendar
 - <https://www.nebraskalegislature.gov/calendar/calendar.php>
- Collective Bargaining on or before February 1st-Agenda item to vote to approve the negotiated agreement
- Monthly admin and committee reports
- Administer the NASB Board Self-Assessment Survey
- Register for the Board Leadership President Retreat
- NASB Legislative Issues Conference on Jan. 21st and 22nd
- Strategic Plan Update, District Goal Update
 -  Schedule for Strategic Plan for Admin

8. COMMITTEE REPORTS

Negotiations Meeting

In attendance-Karen Berreckman, Nick Auwerda, Kyle Vincent, Dillon Higgins, Michele Starman, Kiley Goff, Will Geiger

Topics of discussion: PTO and Base Increase

The association and the board committee agreed to the base increase of updating the Salary Schedule to Vertical X Horizontal=4.75 X 4.75. This is an increase in the horizontal index from 4.25 to 4.75.

The association and the board agreed to the revisions to the PTO model for leave. We made minor revisions from the previous meeting. All agreed-upon changes are in the 2024-2025 Negotiated Agreement document.

Meeting Agenda

January 11th, 2024

7:30 AM

Multi-purpose room

Attendance:

Travis Lee (city) ___ David Hernandez (city) ___ Kiley Goff (school) ___ John Peden (school) ___ Lisa Hunke (hospital) ___
Scott Trusdale (hospital) ___

Approval of meeting minutes from December minutes.

Financials

1. Approve Financial Reports.
2. Approve Bills.

Old Business

- *As of January 1st, 2024* we are at 598 memberships and 1255 members. Membership sales for December 2023.

	<u>Renewed</u>	<u>New</u>
Family	19	8
Sr. Family	4	0
Single	9	14
Sr. Single	7	0
Student	1	1
PT	0	1
80+	0	2

- Still waiting on our ERTC money.
- Sent out price increase letter

New Business

- Winter session of COED vb started. It is being played on Wednesday nights.
- I need to order some new basketballs, ours are wearing out. \$1000.00

Other Business

- Open discussion.

Community Wellness Center

December 7th, 2023

Attendance: David Hernandez, Kiley Goff, John Peden, Lisa Hunke, Travis Lee, Scott Trusdale and Darrel Francescato.

Darrel called meeting to order.

Motion to approve last month's minutes: John, Second by Lisa all in favor.

Financials:

-Motion to approve: John, second by Travis, all in favor

Old Business:

- Waiting on ERTC money
- Working on AEDs
- Paid Dana half of bill owed.

New Business:

- Approved membership price increase.
- Giving Cozad bucks to employees for bonus.
- Minimum wage going up Jan 2024 and wage increases: Motion to approve Lisa, second by Travis all in favor.

Community Wellness Center

01/10/24

Balance Sheet

Accrual Basis

As of January 10, 2024

	Jan 10, 24
ASSETS	
Current Assets	
Checking/Savings	
First Bank & Trust	35,364.39
Investment Plus checking	1,270.80
Total Checking/Savings	36,635.19
Other Current Assets	
Charles Schwab	20,000.00
North Star	9,571.70
Petty Cash	230.00
Total Other Current Assets	29,801.70
Total Current Assets	66,436.89
Fixed Assets	
Buildings & Equipment	2,971,681.00
Equipment Purchased	21,117.13
Accumulated Depreciation	-1,277,288.00
Total Fixed Assets	1,715,510.13
TOTAL ASSETS	1,781,947.02
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Loan	18,900.00
Fed W/H and Soc Sec	1,614.20
State Withholding	5,914.41
Retirement Payable	340.00
Total Other Current Liabilities	26,768.61
Total Current Liabilities	26,768.61
Total Liabilities	26,768.61
Equity	
Equity Repayment	20,000.00
Retained Earnings	1,726,996.32
Net Income	8,182.09
Total Equity	1,755,178.41
TOTAL LIABILITIES & EQUITY	1,781,947.02

Community Wellness Center
Profit & Loss
December 2023

	<u>Dec 23</u>
Ordinary Income/Expense	
Income	
Sale Tax	814.31
Donation	2,000.00
Sales	
Classes	527.00
Daily Pass & Punchcards	647.00
Lockers	65.00
Memberships	28,423.45
Vending Machine Sales	335.51
Total Sales	<u>29,997.96</u>
Facility Rental	200.00
Total Income	<u>33,012.27</u>
Gross Profit	33,012.27
Expense	
Cable	107.50
Employee Benefits	970.00
League/Event Expense	360.00
Payroll Expenses	9,127.36
Sales Tax	297.47
Telephone	331.70
Utilities - Gas & Electric	2,710.80
Total Expense	<u>13,904.83</u>
Net Ordinary Income	19,107.44
Other Income/Expense	
Other Income	
Card Fee	69.58
Total Other Income	<u>69.58</u>
Net Other Income	69.58
Net Income	<u><u>19,177.02</u></u>

Community Wellness Center
Profit & Loss Prev Year Comparison
January through December 2023

	Jan - Dec 23	Jan - Dec 22	\$ Change	% Change
Ordinary Income/Expense				
Income				
Sale Tax	4,620.99	290.58	4,330.41	1,490.3%
Donation	67,695.00	38,942.95	28,752.05	73.8%
Sales				
Classes	4,099.13	5,357.00	-1,257.87	-23.5%
Daily Pass & Punchcards	8,184.86	7,744.00	440.86	5.7%
Leagues & Events	6,595.00	7,883.00	-1,288.00	-16.3%
Lockers	601.05	365.00	236.05	64.7%
Memberships	147,394.96	134,646.90	12,748.06	9.5%
Vending Machine Sales	1,204.48	1,102.32	102.16	9.3%
Sales - Other	15.54	0.00	15.54	100.0%
Total Sales	168,095.02	157,098.22	10,996.80	7.0%
Facility Rental	1,876.00	1,510.00	366.00	24.2%
Interest	88.42	36.98	51.44	139.1%
Total Income	242,375.43	197,878.73	44,496.70	22.5%
Gross Profit	242,375.43	197,878.73	44,496.70	22.5%
Expense				
Internet	95.90	95.90	0.00	0.0%
Cable	1,289.50	1,289.00	0.50	0.0%
Advertising	300.00	277.00	23.00	8.3%
Bank Service Charges				
Credit Card Fees	2,560.51	1,886.19	674.32	35.8%
Bank Service Charges - Other	442.28	490.11	-47.83	-9.8%
Total Bank Service Charges	3,002.79	2,376.30	626.49	26.4%
Building Supplies	2,712.84	7,253.22	-4,540.38	-62.6%
Class & Weight Room Supplies	53,786.85	3,711.76	50,075.09	1,349.1%
Depreciation	-14.00	0.00	-14.00	-100.0%
Donations	100.00	310.00	-210.00	-67.7%
Dues and Subscriptions	3,207.13	4,216.25	-1,009.12	-23.9%
Employee Benefits	3,195.90	4,897.16	-1,701.26	-34.7%
Insurance				
Liability Insurance	7,291.25	7,840.00	-548.75	-7.0%
Work Comp	1,032.00	1,040.00	-8.00	-0.8%
Insurance - Other	0.00	-17.35	17.35	100.0%
Total Insurance	8,323.25	8,862.65	-539.40	-6.1%
League/Event Expense	4,859.66	6,171.84	-1,312.18	-21.3%
Office Supplies	6,470.37	6,491.50	-21.13	-0.3%
Payroll Expenses	110,675.95	101,978.44	8,697.51	8.5%
Professional Fees				
Accounting	1,285.00	0.00	1,285.00	100.0%
Total Professional Fees	1,285.00	0.00	1,285.00	100.0%
Repairs & Maintenance	26,449.06	14,463.31	11,985.75	82.9%
Sales Tax	6,303.31	9,555.38	-3,252.07	-34.0%
Taxes	2,345.79	0.00	2,345.79	100.0%
Telephone	3,870.52	4,032.27	-161.75	-4.0%
Utilities - Gas & Electric	35,597.48	29,748.22	5,849.26	19.7%
Total Expense	273,857.30	205,730.20	68,127.10	33.1%
Net Ordinary Income	-31,481.87	-7,851.47	-23,630.40	-301.0%
Other Income/Expense				
Other Income				
Card Fee	495.42	456.88	38.54	8.4%
Total Other Income	495.42	456.88	38.54	8.4%
Net Other Income	495.42	456.88	38.54	8.4%
Net Income	-30,986.45	-7,394.59	-23,591.86	-319.0%

Community Wellness Center

Check Detail

December 2023

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Check	debit	12/12/2023	Board of Public Works		First Bank & Trust		-1,330.31
					Utilities - Gas & Electric	-1,330.31	1,330.31
TOTAL						-1,330.31	1,330.31
Check	debit	12/12/2023	Black Hills Energy		First Bank & Trust		-1,380.49
					Utilities - Gas & Electric	-1,380.49	1,380.49
TOTAL						-1,380.49	1,380.49
Check	debit	12/12/2023	Cozad Telephone Co...		First Bank & Trust		-94.13
					Telephone	-94.13	94.13
TOTAL						-94.13	94.13
Check	debit	12/12/2023	Cozad Telephone Co...		First Bank & Trust		-345.07
					Cable	-107.50	107.50
					Telephone	-237.57	237.57
TOTAL						-345.07	345.07
Liability Check	debit	12/12/2023	EFTPS		First Bank & Trust		-2,335.98
					Fed W/H and Soc Sec	-479.00	479.00
					Fed W/H and Soc Sec	-175.99	175.99
					Fed W/H and Soc Sec	-175.99	175.99
					Fed W/H and Soc Sec	-752.50	752.50
					Fed W/H and Soc Sec	-752.50	752.50
TOTAL						-2,335.98	2,335.98
Check	debit	12/12/2023	Nebraska Departmen...		First Bank & Trust		-297.47
					Sales Tax	-297.47	297.47
TOTAL						-297.47	297.47
Paycheck	11776	12/04/2023	Allison Johnson		First Bank & Trust		-168.08
					Payroll Expenses	-182.00	182.00
					Payroll Expenses	-11.28	11.28
					Fed W/H and Soc Sec	11.28	-11.28
					Fed W/H and Soc Sec	11.28	-11.28
					Payroll Expenses	-2.64	2.64
					Fed W/H and Soc Sec	2.64	-2.64
					Fed W/H and Soc Sec	2.64	-2.64
TOTAL						-168.08	168.08
Paycheck	11777	12/04/2023	Amber Ross		First Bank & Trust		-312.07
					Payroll Expenses	-340.00	340.00
					Payroll Expenses	-21.08	21.08
					Fed W/H and Soc Sec	21.08	-21.08
					Fed W/H and Soc Sec	21.08	-21.08
					Payroll Expenses	-4.93	4.93
					Fed W/H and Soc Sec	4.93	-4.93
					Fed W/H and Soc Sec	4.93	-4.93
					State Withholding	1.92	-1.92
TOTAL						-312.07	312.07

Community Wellness Center Check Detail December 2023

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Paycheck	11778	12/04/2023	Mariah Neill		First Bank & Trust		-69.26
					Payroll Expenses	-75.00	75.00
					Payroll Expenses	-4.65	4.65
					Fed W/H and Soc Sec	4.65	-4.65
					Fed W/H and Soc Sec	4.65	-4.65
					Payroll Expenses	-1.09	1.09
					Fed W/H and Soc Sec	1.09	-1.09
					Fed W/H and Soc Sec	1.09	-1.09
TOTAL						-69.26	69.26
Paycheck	11779	12/04/2023	Renee L Hueftle		First Bank & Trust		-46.18
					Payroll Expenses	-50.00	50.00
					Payroll Expenses	-3.10	3.10
					Fed W/H and Soc Sec	3.10	-3.10
					Fed W/H and Soc Sec	3.10	-3.10
					Payroll Expenses	-0.72	0.72
					Fed W/H and Soc Sec	0.72	-0.72
					Fed W/H and Soc Sec	0.72	-0.72
TOTAL						-46.18	46.18
Liability Check	11780	12/12/2023	LPL Financial		First Bank & Trust		-510.00
					Retirement Payable	-255.00	255.00
					Retirement Payable	-255.00	255.00
TOTAL						-510.00	510.00
Check	11781	12/12/2023	Chamber of Commer...		First Bank & Trust		-1,160.00
					League/Event Expense	-360.00	360.00
					Employee Benefits	-800.00	800.00
TOTAL						-1,160.00	1,160.00
Paycheck	11782	12/14/2023	Alexander J Hovie		First Bank & Trust		-158.74
					Payroll Expenses	-173.25	173.25
					Payroll Expenses	-10.74	10.74
					Fed W/H and Soc Sec	10.74	-10.74
					Fed W/H and Soc Sec	10.74	-10.74
					Payroll Expenses	-2.51	2.51
					Fed W/H and Soc Sec	2.51	-2.51
					Fed W/H and Soc Sec	2.51	-2.51
					State Withholding	1.26	-1.26
TOTAL						-158.74	158.74
Paycheck	11783	12/14/2023	Chris A Ruano		First Bank & Trust		-87.27
					Payroll Expenses	-94.50	94.50
					Payroll Expenses	-5.86	5.86
					Fed W/H and Soc Sec	5.86	-5.86
					Fed W/H and Soc Sec	5.86	-5.86
					Payroll Expenses	-1.37	1.37
					Fed W/H and Soc Sec	1.37	-1.37
					Fed W/H and Soc Sec	1.37	-1.37
TOTAL						-87.27	87.27

Community Wellness Center Check Detail December 2023

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Paycheck	11784	12/14/2023	Darrel A Francescato		First Bank & Trust		-1,636.61
					Payroll Expenses	-2,115.38	2,115.38
					Retirement Payable	85.00	-85.00
					Employee Benefits	-85.00	85.00
					Retirement Payable	85.00	-85.00
					Fed W/H and Soc Sec	158.00	-158.00
					Payroll Expenses	-131.15	131.15
					Fed W/H and Soc Sec	131.15	-131.15
					Fed W/H and Soc Sec	131.15	-131.15
					Payroll Expenses	-30.68	30.68
					Fed W/H and Soc Sec	30.68	-30.68
					Fed W/H and Soc Sec	30.68	-30.68
					State Withholding	73.94	-73.94
TOTAL						-1,636.61	1,636.61
Paycheck	11785	12/14/2023	Gary Reynolds		First Bank & Trust		-101.81
					Payroll Expenses	-110.25	110.25
					Payroll Expenses	-6.84	6.84
					Fed W/H and Soc Sec	6.84	-6.84
					Fed W/H and Soc Sec	6.84	-6.84
					Payroll Expenses	-1.60	1.60
					Fed W/H and Soc Sec	1.60	-1.60
					Fed W/H and Soc Sec	1.60	-1.60
TOTAL						-101.81	101.81
Paycheck	11786	12/14/2023	Haley J Barnes		First Bank & Trust		-177.65
					Payroll Expenses	-194.25	194.25
					Payroll Expenses	-12.05	12.05
					Fed W/H and Soc Sec	12.05	-12.05
					Fed W/H and Soc Sec	12.05	-12.05
					Payroll Expenses	-2.82	2.82
					Fed W/H and Soc Sec	2.82	-2.82
					Fed W/H and Soc Sec	2.82	-2.82
					State Withholding	1.73	-1.73
TOTAL						-177.65	177.65
Paycheck	11787	12/14/2023	Mike E Neill		First Bank & Trust		-172.93
					Payroll Expenses	-189.00	189.00
					Payroll Expenses	-11.72	11.72
					Fed W/H and Soc Sec	11.72	-11.72
					Fed W/H and Soc Sec	11.72	-11.72
					Payroll Expenses	-2.74	2.74
					Fed W/H and Soc Sec	2.74	-2.74
					Fed W/H and Soc Sec	2.74	-2.74
					State Withholding	1.61	-1.61
TOTAL						-172.93	172.93
Paycheck	11788	12/14/2023	Misti D Maddox		First Bank & Trust		-164.86
					Payroll Expenses	-178.50	178.50
					Payroll Expenses	-11.06	11.06
					Fed W/H and Soc Sec	11.06	-11.06
					Fed W/H and Soc Sec	11.06	-11.06
					Payroll Expenses	-2.58	2.58
					Fed W/H and Soc Sec	2.58	-2.58
					Fed W/H and Soc Sec	2.58	-2.58
TOTAL						-164.86	164.86

Community Wellness Center Check Detail December 2023

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Paycheck	11789	12/14/2023	Perla Ruano		First Bank & Trust		-485.84
				Payroll Expenses		-540.75	540.75
				Fed W/H and Soc Sec		1.00	-1.00
				Payroll Expenses		-33.53	33.53
				Fed W/H and Soc Sec		33.53	-33.53
				Fed W/H and Soc Sec		33.53	-33.53
				Payroll Expenses		-7.84	7.84
				Fed W/H and Soc Sec		7.84	-7.84
				Fed W/H and Soc Sec		7.84	-7.84
				State Withholding		12.54	-12.54
TOTAL						-485.84	485.84
Paycheck	11790	12/14/2023	Talyn M Sassali		First Bank & Trust		-67.89
				Payroll Expenses		-73.50	73.50
				Payroll Expenses		-4.55	4.55
				Fed W/H and Soc Sec		4.55	-4.55
				Fed W/H and Soc Sec		4.55	-4.55
				Payroll Expenses		-1.06	1.06
				Fed W/H and Soc Sec		1.06	-1.06
				Fed W/H and Soc Sec		1.06	-1.06
TOTAL						-67.89	67.89
Paycheck	11791	12/14/2023	Alexis C Ruano		First Bank & Trust		-116.18
				Payroll Expenses		-126.00	126.00
				Payroll Expenses		-7.81	7.81
				Fed W/H and Soc Sec		7.81	-7.81
				Fed W/H and Soc Sec		7.81	-7.81
				Payroll Expenses		-1.82	1.82
				Fed W/H and Soc Sec		1.82	-1.82
				Fed W/H and Soc Sec		1.82	-1.82
				State Withholding		0.19	-0.19
TOTAL						-116.18	116.18
Paycheck	11792	12/28/2023	Alexander J Hovie		First Bank & Trust		-116.17
				Payroll Expenses		-126.00	126.00
				Payroll Expenses		-7.81	7.81
				Fed W/H and Soc Sec		7.81	-7.81
				Fed W/H and Soc Sec		7.81	-7.81
				Payroll Expenses		-1.83	1.83
				Fed W/H and Soc Sec		1.83	-1.83
				Fed W/H and Soc Sec		1.83	-1.83
				State Withholding		0.19	-0.19
TOTAL						-116.17	116.17
Paycheck	11793	12/28/2023	Alexis C Ruano		First Bank & Trust		-266.90
				Payroll Expenses		-294.00	294.00
				Payroll Expenses		-18.23	18.23
				Fed W/H and Soc Sec		18.23	-18.23
				Fed W/H and Soc Sec		18.23	-18.23
				Payroll Expenses		-4.27	4.27
				Fed W/H and Soc Sec		4.27	-4.27
				Fed W/H and Soc Sec		4.27	-4.27
				State Withholding		4.60	-4.60
TOTAL						-266.90	266.90

Community Wellness Center

Check Detail

December 2023

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Paycheck	11794	12/28/2023	Chris A Ruano		First Bank & Trust		-201.31
				Payroll Expenses		-220.50	220.50
				Payroll Expenses		-13.67	13.67
				Fed W/H and Soc Sec		13.67	-13.67
				Fed W/H and Soc Sec		13.67	-13.67
				Payroll Expenses		-3.20	3.20
				Fed W/H and Soc Sec		3.20	-3.20
				Fed W/H and Soc Sec		3.20	-3.20
				State Withholding		2.32	-2.32
TOTAL						-201.31	201.31
Paycheck	11795	12/28/2023	Darrel A Francescato		First Bank & Trust		-1,636.62
				Payroll Expenses		-2,115.38	2,115.38
				Retirement Payable		85.00	-85.00
				Employee Benefits		-85.00	85.00
				Retirement Payable		85.00	-85.00
				Fed W/H and Soc Sec		158.00	-158.00
				Payroll Expenses		-131.15	131.15
				Fed W/H and Soc Sec		131.15	-131.15
				Fed W/H and Soc Sec		131.15	-131.15
				Payroll Expenses		-30.67	30.67
				Fed W/H and Soc Sec		30.67	-30.67
				Fed W/H and Soc Sec		30.67	-30.67
				State Withholding		73.94	-73.94
TOTAL						-1,636.62	1,636.62
Paycheck	11796	12/28/2023	Gary Reynolds		First Bank & Trust		-96.97
				Payroll Expenses		-105.00	105.00
				Payroll Expenses		-6.51	6.51
				Fed W/H and Soc Sec		6.51	-6.51
				Fed W/H and Soc Sec		6.51	-6.51
				Payroll Expenses		-1.52	1.52
				Fed W/H and Soc Sec		1.52	-1.52
				Fed W/H and Soc Sec		1.52	-1.52
TOTAL						-96.97	96.97
Paycheck	11797	12/28/2023	Haley J Barnes		First Bank & Trust		-77.57
				Payroll Expenses		-84.00	84.00
				Payroll Expenses		-5.21	5.21
				Fed W/H and Soc Sec		5.21	-5.21
				Fed W/H and Soc Sec		5.21	-5.21
				Payroll Expenses		-1.22	1.22
				Fed W/H and Soc Sec		1.22	-1.22
				Fed W/H and Soc Sec		1.22	-1.22
TOTAL						-77.57	77.57
Paycheck	11798	12/28/2023	Mike E Neill		First Bank & Trust		-144.56
				Payroll Expenses		-157.50	157.50
				Payroll Expenses		-9.76	9.76
				Fed W/H and Soc Sec		9.76	-9.76
				Fed W/H and Soc Sec		9.76	-9.76
				Payroll Expenses		-2.28	2.28
				Fed W/H and Soc Sec		2.28	-2.28
				Fed W/H and Soc Sec		2.28	-2.28
				State Withholding		0.90	-0.90
TOTAL						-144.56	144.56

Community Wellness Center

Check Detail

December 2023

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Paycheck	11799	12/28/2023	Misti D Maddox		First Bank & Trust		-77.57
				Payroll Expenses		-84.00	84.00
				Payroll Expenses		-5.21	5.21
				Fed W/H and Soc Sec		5.21	-5.21
				Fed W/H and Soc Sec		5.21	-5.21
				Payroll Expenses		-1.22	1.22
				Fed W/H and Soc Sec		1.22	-1.22
				Fed W/H and Soc Sec		1.22	-1.22
TOTAL						-77.57	77.57
Paycheck	11800	12/28/2023	Perla Ruano		First Bank & Trust		-379.22
				Payroll Expenses		-420.00	420.00
				Payroll Expenses		-26.04	26.04
				Fed W/H and Soc Sec		26.04	-26.04
				Fed W/H and Soc Sec		26.04	-26.04
				Payroll Expenses		-6.09	6.09
				Fed W/H and Soc Sec		6.09	-6.09
				Fed W/H and Soc Sec		6.09	-6.09
				State Withholding		8.65	-8.65
TOTAL						-379.22	379.22
Paycheck	11801	12/28/2023	Amber Ross		First Bank & Trust		-276.03
				Payroll Expenses		-300.00	300.00
				Payroll Expenses		-18.60	18.60
				Fed W/H and Soc Sec		18.60	-18.60
				Fed W/H and Soc Sec		18.60	-18.60
				Payroll Expenses		-4.35	4.35
				Fed W/H and Soc Sec		4.35	-4.35
				Fed W/H and Soc Sec		4.35	-4.35
				State Withholding		1.02	-1.02
TOTAL						-276.03	276.03
Paycheck	11802	12/28/2023	Mariah Neill		First Bank & Trust		-83.12
				Payroll Expenses		-90.00	90.00
				Payroll Expenses		-5.58	5.58
				Fed W/H and Soc Sec		5.58	-5.58
				Fed W/H and Soc Sec		5.58	-5.58
				Payroll Expenses		-1.30	1.30
				Fed W/H and Soc Sec		1.30	-1.30
				Fed W/H and Soc Sec		1.30	-1.30
TOTAL						-83.12	83.12
Paycheck	11803	12/28/2023	Renee L Hueftle		First Bank & Trust		-36.94
				Payroll Expenses		-40.00	40.00
				Payroll Expenses		-2.48	2.48
				Fed W/H and Soc Sec		2.48	-2.48
				Fed W/H and Soc Sec		2.48	-2.48
				Payroll Expenses		-0.58	0.58
				Fed W/H and Soc Sec		0.58	-0.58
				Fed W/H and Soc Sec		0.58	-0.58
TOTAL						-36.94	36.94

9. **CONSENT AGENDA**

9.1. **Approval of the Minutes of Previous Meeting(s)**

Thursday, December 14, 2023- Board Retreat, 6pm

Monday, December 18, 2023- Board of Education Regular Meeting, 7pm

Board of Education Retreat

Thursday, December 14, 2023 6:00 PM

Office of the Superintendent

1910 Meridian Ave

Cozad, NE 69130

Posted Locations:

- Cozad Local
- Cozad Community Schools District Office
- Cozad Post Office
- Wilson Public Library

Posted Date: 12/7/2023

The meeting was called to order at 6:00 PM

Ann Burkholder: Present

Joel Carlson: Present

Will Geiger: Present

Kiley Goff: Present

John Peden: Present

Michele Starman Absent

Present: 5, Absent: 1.

1. BOARD OF EDUCATION RETREAT 6:00 P.M.**1.1. Call to Order, Roll Call****1.2. Nebraska Open Meeting Law, Publication of Meeting**

This meeting has been preceded by advance notice and is hereby declared to be in open session. A current copy of the Nebraska Open Meetings Act is posted on the West wall of the meeting room.

Notice of this meeting was given in advance by publication in the Cozad Local and posted on the Cozad Community Schools website and at the District Office, Cozad Post Office and Wilson Public Library. Notice of this meeting was also given in advance to all members of the Board of Education. The order of agenda items may be changed when deemed necessary.

The board may choose to enter closed (executive) session to discuss any matter for which closed (executive) session is lawful and appropriate.

1.3. Excused/Unexcused Board Member Absence

Motion to excuse board member Michele Starman Passed with a motion by John Peden and a second by Kiley Goff.

Ann Burkholder: Yea, Joel Carlson: Yea, Will Geiger: Yea, Kiley Goff: Yea, John Peden: Yea
Yea: 5, Nay: 0

2. APPROVAL OF THE AGENDA

Motion to approve the agenda Passed with a motion by John Peden and a second by Will Geiger.
Ann Burkholder: Yea, Joel Carlson: Yea, Will Geiger: Yea, Kiley Goff: Yea, John Peden: Yea
Yea: 5, Nay: 0

This agenda item enables the board to validate if an item was added prior to the 24-hour period before the board meeting. If an item was added, the board may verify when the modifications were made and when the updated agenda was posted to the district website.

3. BOARD RETREAT WITH NASB MARCIA HERRING

Marcia Herring reviewed Superintendent goals with the board. They then moved into the well-being survey process and results from the survey that was given to all district staff.

3.1. Superintendent Goal Review

3.2. Review Well- Being Process and Results

3.3. Board Role and Responsibilities

3.3.1. Board Committee as a Whole

3.3.2. Board-Superintendent Communication

3.3.2.1. Communication Agreements

3.3.2.2. Board Protocols

3.3.2.3. Review and Consider the Cozad Leadership Plan of Support

3.4. Next Steps

4. AGENDA SETTING AND FUTURE MEETINGS

Monday, December 18, 2023- Board of Education Regular Meeting, 7pm

5. ADJOURNMENT

Motion to adjourn the meeting at 8:25pm Passed with a motion by Kiley Goff and a second by John Peden.

Ann Burkholder: Yea, Joel Carlson: Yea, Will Geiger: Yea, Kiley Goff: Yea, John Peden: Yea
Yea: 5, Nay: 0

* **Closed Session:** If, during the course of the meeting, discussion of any item on the agenda should be held in a closed meeting, the board will conduct a closed meeting in accordance with the Nebraska Open Meetings Law.

****Sequence of Agenda:** The sequence of agenda topics is subject to change at the discretion of the board. Please arrive at the beginning of the meeting.

*****Action Item:** The board reserves the right to take action on any item on the board agenda.

The meeting was adjourned at 8:25 PM.

Mr. James Ford, Superintendent
Cozad Community Schools District No. 11

Board of Education Regular Meeting

Monday, December 18, 2023 7:00 PM

Office of the Superintendent

1910 Meridian Ave

Cozad, NE 69130

Posted Locations:

- Cozad Local
- Cozad Community Schools District Office
- Cozad Post Office
- Wilson Public Library

Posted Date: 12/14/2023

The meeting was called to order at 7:00 PM

Ann Burkholder: Present

Joel Carlson: Present

Will Geiger: Present

Kiley Goff: Present

John Peden: Present

Michele Starman: Present

Present: 6.

1. BOARD OF EDUCATION REGULAR MEETING 7:00 P.M.

1.1. Call to Order, Roll Call

1.2. Nebraska Open Meeting Law, Publication of Meeting

This meeting has been preceded by advance notice and is hereby declared to be in open session. A current copy of the Nebraska Open Meetings Act is posted on the West wall of the meeting room.

Notice of this meeting was given in advance by publication in the Cozad Local and posted on the Cozad Community Schools website and at the District Office, Cozad Post Office and Wilson Public Library. Notice of this meeting was also given in advance to all members of the Board of Education. The order of agenda items may be changed when deemed necessary.

The board may choose to enter closed (executive) session to discuss any matter for which closed (executive) session is lawful and appropriate.

1.3. Excused/Unexcused Board Member Absence

All board members are present.

2. APPROVAL OF THE AGENDA

Motion to approve the agenda Passed with a motion by Kiley Goff and a second by Ann Burkholder.

Ann Burkholder: Yea, Joel Carlson: Yea, Will Geiger: Yea, Kiley Goff: Yea, John Peden: Yea, Michele Starman: Yea

Yea: 6, Nay: 0

This agenda item enables the board to validate if an item was added prior to the 24-hour period before the board meeting. If an item was added, the board may verify when the modifications were made and when the updated agenda was posted to the district website.

3. HAYMAKER HIGHLIGHT

- One act play did very well all season long, finishing with a runner-up at districts and several outstanding individual performances. -Our students' winter assessments have seen tremendous improvement and growth across grade levels and subject areas. -We have seen a 27% reduction in office referrals across the district from two years ago when we began tracking this data. This is a considerable improvement, and thank you to our teachers and administrators. -Elementary music concerts were very impressive and a tremendous success!

4. PUBLIC COMMENTS (AGENDA ITEM SPECIFIC)

The Board of Education invites you to offer comments during the public comments portion of the agenda. This is the portion of the meeting when members of the public may speak to the board about matters on the agenda. The public will also have the ability to speak to the board on non-agenda items at the end of the meeting.

We have _____ speakers who have signed up to speak. We will allow ___ minutes per speaker for a total of _____ minutes.

During the public comment portion of this meeting, those who have signed up need to be allowed to speak without interruption for the time allotted by the Board. We understand that people may have strong feelings about the issues they come to speak about. We ask that you respect the opinions of all who speak and that you refrain from applause, conduct that interferes with the Board meeting, or other outbursts during the presentations. Offensive language, vulgar personal attacks, or hostile conduct will not be tolerated. If the Board President determines any statement or comment constitutes offensive language, a vulgar personal attack, or hostile conduct, then the Board President will rule the person out of order, and the person forfeits any remaining time. You should be further advised that there is no legal protection for any comments that are made, including slanderous comments. Each person should choose their words carefully.

The Board is not obligated to respond to public comments or questions because such dialogue could violate the Open Meetings Act.

During the meeting, including during public comment, comments, outbursts, or interruptions

from the audience will not be tolerated. After public comment, the Board will conduct its business. Remember that this is a public meeting, not a meeting of the public. Individuals wishing to speak must do so during public comment. Any attendee who chooses to interrupt Board business will be deemed out of order and may be asked to leave. Refusal to do so may result in removal.

The board needs to be allowed to conduct our business in this public setting uninterrupted. Any questions or concerns that arise from this meeting can be addressed via phone or email to the administration or Board after the meeting has concluded.

If the subject of your public comment is related to a particular student or staff member, we ask that you not mention the student or staff member by name in the public session. The Board has a complaint procedure in policy, and the Board will not respond to or consider any complaints unless and until an individual follows the complaint policy.

As a reminder, under the Open Meetings Act, the Board of Education is legally obligated to require any member of the public desiring to address the Board to identify himself or herself, including an address and the name of any organization you may represent. As a result, please state and spell your first and last name, state your current address, and let us know if you are here representing any particular organization before you begin your public comment.

It is now _____ p.m. Our first speaker _____

5. PRINCIPAL/ADMINISTRATIVE REPORTS

5.1. Patty Wolfe Report

1. Cozad Community Schools Strategic Plan Framework

- 1. Strategy 1.1: Identify and implement a plan for administration and staff members to work cooperatively, build trust, and the capacity to establish relationships to sustain long-term improvements while working together to improve student achievement**
- 2. Strategy 1.2: Foster a positive working partnership with parents/guardians and community members to improve and sustain effective and purposeful communications**
- 3. Strategy 1.3: Communicate the district's vision and goals through strategic messaging**
- 4. Strategy 2.3: Increase the utilization of data to inform decisions at the classroom, building and district levels**
- 5. Strategy 2.1: Ensure curriculum and instructional methods are properly and consistently implemented PK-12 (2.1(f))**

2. eRate

- 1. Working with ESU on our need for new hardware for renovations - new switches and Access points**

3. Cybersecurity

- 1. LAN Managers meeting on November 28th-primary focus was on Cybersecurity**

- 1. Alicap**
- 2. Incident Response Protocol**
- 3. NE Cybersecurity for Education Grant**
- 4. MS-ISAC**

- 2. Update our survey to Alicap - once approved we get more coverage for Cybersecurity**

4. Epson - Copiers

- 1. Current 5 year Lease/Service Agreement expires on July 2, 2024**
- 2. Eakes is willing to work with our current copiers through construction**
 - 1. Buy out copiers for \$1.00**
 - 2. Continue a monthly service agreement with Eakes**
 - 3. They will work on our PaperCut and Fax (part of bundle)**
 - 4. After construction then we will assess copier/printer needs**

5.2. Corey Fisher Report

DATE: December 18, 2023 ***Strategic Plan Framework-Guiding Principles**

RE: Board Report (HS) [CozadStratPlanFramework2020-24.docx](#)

LAST DAY OF SCHOOL 12/22/23

4th PLACE - FRESHMEN – 594 pounds of food
* dismissed after 7th period on December 22nd

3rd PLACE - SOPHOMORES – 1026 pounds of food
* dismissed after 2nd lunch on December 22nd

2nd PLACE - JUNIORS – 1,178.8 pounds of food
* dismissed after 3rd period on December 22nd

1st PLACE - SENIORS – 4736.93 pounds of food
* **NO SCHOOL** on December 22nd



NATIONAL HONOR SOCIETY

FOOD DRIVE:

The CHS National Honor Society again held their annual Food Drive in late November. More than 7,000 pounds of food was donated to help local families with Christmas boxes and food throughout the winter season. This is an annual community service event our schools participate in and a great opportunity for our students to engage in our community. As has been the tradition, classes compete against each other to earn early dismissal time on the last day of school for the semester. Results of this year's food drive competition are shown in the image.

TEACHER EVALUATIONS:

- I have conducted the fall formal evaluations for all probationary, non-tenured teachers at the high school as required by board policy. A reminder that tenured teachers are evaluated at least once per school year and non-tenured (probationary) teachers are evaluated at least twice per school year (once per semester).

ALTERNATIVE EDUCATION PROGRAM (AEP) UPDATE:

- Ms. Sandra Burke continues to serve as our Alternative Education classroom teacher and continues to do a great job with building relationships with students and collaborating with administration.
- The primary goal remains to support credit acquisition for students who participate in the program.

- There are a total of ten students enrolled in the program at this time (8 HS and 1 MS). All are at varying levels of performance.
- Two students will graduate at the mid-term of the current school year as they have completed the graduation requirements. Last year, three students earned their diplomas through participation in the AEP.

MID TERM GRADUATION:

- Mid-Term Graduation is scheduled for Saturday, January 6, 2023 at 11:00 a.m. in the CHS Auditorium.
- Four students applied for and were approved for Mid-Term Graduation earlier this semester and will be eligible to receive their diplomas on January 6th pending fulfillment of all graduation requirements.
- Students who do not accomplish all graduation requirements will be required to return for the second semester of the 2023-2024 school year.

OnToCollege ACT PREP PROGRAM FOR JUNIORS:

- On November 28th, ALL CHS Juniors began participating in the OnToCollege ACT Prep program during Academic Success period every Tuesday and Thursday.
- Juniors will continue to participate in this ACT Prep program each Tuesday and Thursday through March 21st.
- ALL Juniors will take the state required ACT Exam on Tuesday, March 26, 2024.
- You can learn more about OnToCollege by accessing this link: <https://www.ontocollege.com/>

2024-2025 COURSE CATALOG, STUDENT PRE-REGISTRATION AND COURSE SCHEDULING:

- We are beginning initial discussion and early preparation for student registration and course scheduling for the 2024-2025 school year. We will begin student-pre-registration in late February and begin building the 2024-2025 class schedule once students have completed class registration requests.
- Our goal again this year is to develop the 2024-2025 class schedule early in the semester in order to allow teachers adequate time to prepare, more efficient

budgeting/requisitioning processes and less adjustment to student schedules prior to the start of next school year.

- **Mr. Williams, Mrs. Haarberg, Mr. Revelo, Mrs. Wolfe and I will continue to work with curriculum departments as we update course descriptions, complete student registrations and develop the schedule.**

STUDENT CREDIT ACQUISITION TRACKING

- **The expectation at Cozad High School is for 97% or more of all high school students to earn full credits for the classes in which they are enrolled each semester.**

2020-2021 School Year:

- **December 2020 - 83% of CHS students earned full credits for the semester.**
- **May 2021 - 79% of all students earned full credits.**

2021-2022 School Year:

- **December 2021 - 86% of CHS students earned full credits.**
- **May 2022 - 91% of CHS students earned full credits.**

2022-2023 School Year:

- **December 2022 - 94% of CHS students earned full credits.**
- **May 2023 - 97% of CHS students earned full credits.**

2023-2024 School Year:

- **December 2023 - ??% of CHS students earned full credits.**
- **The 97% Student Acquisition Goal will not change. While the expectations will not change, we understand that there are always factors that schools can not**

control that can most definitely impact student academic success. Student ATTENDANCE, STUDENT BEHAVIOR, MOBILITY and PARENT INVOLVEMENT are factors that directly impact student academic success.

- **While we understand we may not always accomplish the 97% goal, we will continue to work to hold students accountable to a high academic standard and we will continue to communicate those expectations to students, parents and school stakeholders.**

- **Credit acquisition directly impacts dropout and graduation rates. By maintaining a strong level of credit acquisition, we can continue to maintain our focus on our school's mission.**

SCHOOL IMPROVEMENT GOALS - COZAD HIGH SCHOOL (SPF-GP 1.3,2.3,4.3,5.1,6.1,6.2)

5.3. Jeremy Yilk Report

1. Winter Activities Update

a. Boys Basketball

i. The boys basketball team is off to a quick start with being 4-0.

ii. Upcoming

1. JV/Var @ Ainsworth (12.16) / 9th-10th BBB vs Holdrege (12.18) / 9th-10th BBB vs Lexington (12.20) / JV/Var vs Superior (12.21)

b. Girls Basketball

i. The girls basketball team is currently 1-4.

ii. Upcoming

1. JV/Var @ Ainsworth (12.16) / JV/Var vs Superior (12.21)

c. One-Act

i. The One-Act team finished runner-up at the B-5 district event. They had a tremendous year with several team members coming back next year.

ii. Upcoming

1. N/A

d. Speech

i. The speech season is underway. They will host their home invite this Saturday on 12.16.23. Participants = 37

ii. Upcoming

1. Cozad Holiday Invite (12.16) / Lexington Invite (1.6)

e. Wrestling

i. The wrestling team has brought some hardware home after the first two invites of the year (Runner-Up @ Cozad Invite / 4th @ Colby Invite). Currently 8-1 in duals.

ii. Upcoming

1. Valentine Invite (12.15 & 12.16)

2. Other

a. Proposal to add girls wrestling as a NSAA sanctioned sport @ Cozad (January Board Meeting)

i. Items to be reported on

1. Background

2. Staffing Needs

3. Timeline of Girls Wrestling Program

4. Location of wrestling practices/home events

5. Anticipated Expenses

b. HS Moratorium - December 23rd-27th

5.4. Brian Regelin Report

Cozad Middle School

Home of the Haymakers

Brian Regelin, Board Report- December 15, 2023

As we approach the end of the first Semester, I am very appreciative of the group of incredibly strong educators we have in the Middle School and District. Teachers and Para Educators have been working extremely hard to help all students learn and improve. We are in year 3 of our academic interventions and they are going very well. We saw tremendous improvements in our Winter NSCAS growth scores in all grades and subject areas.

Cozad Middle School students worked to collect paper products, laundry detergent and soap for the Cozad Food Pantry. This community service project is one that supplies the food pantry with the majority of those products for the entire year. The Food Pantry was very appreciative of all of the donations this year. A big thank you to Mrs. Walls and Ms. Crick for helping with this project. The student body donations were as follows: 8th grade 1st place, 6th grade 2nd place and 7th grade 3rd place.

Activities classes are underway and students seem to be enjoying them. Students were able to choose an activity class that lasts for 3 weeks to end the first semester. The second session will be the last 3 weeks of the 2nd semester. First semester classes include: Hunter Safety, Water Color, Electronics, Puzzles, Basketball 101, Yarn Art, Retro Gaming, Chess and Checkers, Community Giving, Karaoke, Breakout, Cross Stitching, Unsung Hero

Project/History Day Project, Retro Gaming and Woodworking.

We have had 11 new students enroll at the Middle School this quarter. Teachers have done an outstanding job of working with these students to make their transition as smooth as possible.

5.5. Kyle Hoehner Report

? END OF 1ST QUARTER & 2ND SEMESTER ?

Friday, December 22nd marks the end of 1st Quarter and 2nd Semester at Cozad Elementary.

? ALL-STATE HONOR CHOIR ?

Cozad 5th Graders Morgan Florke and Myles Heimann were selected to participate in this year's

Nebraska Children's All-State Choir. Elementary Music Teacher Senja Stephens selected the two

students by audition to perform in the choir. Both students are members of the Treblemakers Honor

Choir that Stephens directs. They were expected to learn and memorize five difficult choral pieces in

preparation for the choir rehearsals and performance on Thursday, Nov. 16. They worked diligently with

Stephens once a week and at home to prepare for the event.

? JINGLE BELL NECKLACE/STICKER HANDOUT ?

City of Cozad employees came to Cozad Elementary School on December 4th at 3:00pm to hand out

Jingle Bell necklaces and stickers. They went to each classroom individually to meet with our students

and hand out the aforementioned items. THANK YOU to COZAD CITY EMPLOYEES who visited that day!!

? 4th and 5th GRADE WINTER MUSIC CONCERTS ?

4TH Grade (Tuesday, Dec. 5th) / 5TH Grade (Thursday, Dec. 7th) - Under the direction of Cozad Elementary

Vocal Music Director Mrs. Senja Stephens, our 4th and 5th grade students performed for the Cozad

Community on Tuesday, Dec. 5th and Thursday, Dec. 7th, respectively, at the CHS Auditorium.

? TREBLEMAKERS to PERFORM at CE EXTRAVAGANZA & MEADOWLARK ?

The Treblemakers Honor Choir is planning to take off at 10 am on Friday, December 22nd (after the

Cozad Elementary "Christmas Extravaganza" which begins at 9:00 am) to go sing at Meadowlark.

? POLAR EXPRESS ?

All Cozad Elementary 1st Graders will be attending the Fox Theatre to watch the "Polar Express" on

Friday, December 22nd.

? ELEMENTARY DRESS-UP DAYS (see next page for information) ?

5.6. Jessica Edeal Report

CEEC Updates

- 1. Currently, we have 56 students enrolled at CEEC.**
- 2. Teachers completed winter benchmark testing last week. We are in the process of compiling student data and making plans to review the data.**
- 3. We will be recognizing seven PK students during the December Kind Kids program on December 22nd. Santa Claus will be our guest presenter!**
- 4. CEEC continues to work collaboratively with custodial staff and administration to develop a moving plan in preparation for spring move.**

SPED Department Update

- 1. In the process of interviewing for open 24-25 SPED positions.**
- 2. A team of educators traveled to ESU 10 last week to learn more about how to increase inclusive practices within schools. This specifically relates to the importance of including students with disabilities in core instruction receiving instruction from content experts.**
- 3. Middle School and high school special education teachers will be working with ESU 10 Transition Coordinator next week to learn more about Transition Planning.**
- 4. The Department continues to complete required state reporting and management of student information to ensure timely and accurate district reporting.**

5. At this point, special education staff have conducted 82 annual IEP meetings and 25 evaluations.

1. By the end of this week 11 of 15 evaluations will be complete for the 23-24 school year.

5.7. Connor Williams Report

https://docs.google.com/presentation/d/19GV11q7YfJvf-JpBAwxnhDAp6jxbLm_-8oXpw_XdZNU/edit#slide=id.g64ba87d73_0_175

6. SUPERINTENDENT REPORT

Enrollment as of 12-12-23
Five more than the previous month

Topics of Discussion

- ? CCS Annual Report Card- CCS 22-23 Report Card.pdf
- ? Legislative Update
- ? CES Principal interviews
- ? Calendar Update
- ? Policy Review Calendar 2024

NASB Calendar

- ? Review School Improvement
- ? Cozad Community Schools: Goal and Action Plan Update 23-24
- ? #2 CCS Community Organizational Flowchart
- ? CCS Staff Organizational Flowchart
- ? Strategic Plan Update, District Goal Update
- ? Schedule for Strategic Plan for Admin
- ? Policy Review-agenda item
- ? Monthly admin and committee reports
- ? Review District and building Nebraska Frameworks Classification
- ? Mr. Williams report- Board Update: AQuESTT
- ? Notify the County Clerk/Election Commissioner on or before February 1st

7. COMMITTEE REPORTS

-Buildings and Grounds and Negotiations

8. REVIEW OF SCHOOL BOARD POLICIES

3017 and 3018 were reviewed by the board

9. CONSENT AGENDA

Motion to approve the consent agenda, as presented Passed with a motion by Kiley Goff and a second by John Peden.

Ann Burkholder: Yea, Joel Carlson: Yea, Will Geiger: Yea, Kiley Goff: Yea, John Peden: Yea, Michele Starman: Yea

Yea: 6, Nay: 0

9.1. Approval of the Minutes of Previous Meeting(s)

9.2. Congratulations, Condolences, Correspondences

9.3. Classified Resignations

Deb Klein- MS SpEd Paraprofessional (19 years of service)

Rebecca Gaylas- HS SpEd Paraprofessional

9.4. Classified Hires

9.5. Standing Reports

9.5.1. Sub Reports

9.5.2. Nutrition Services SNP Claim for Reimbursement Summary

9.5.3. Bus Route Averages

9.6. Salary Advancement Applications

- Tessa Eldridge, University of Nebraska- Kearney, Intervention Strategies for Behavioral on Emotional Disorders, 3 hrs
- Jacquie Kral, University of Nebraska- Kearney, Curriculum Dev/Multicultural Ed, 3 hrs
- Jacquie Kral, University of Nebraska- Kearney, Educational Research, 3 hrs
- Jacquie Kral, University of Nebraska- Kearney, Overview of Assistive Technology, 3 hrs
- Jacquie Kral, University of Nebraska- Kearney, Content Methods & Strategies ESL, 3 hrs
- Jacquie Kral, University of Nebraska- Kearney, Form Asmt & Int for Elem Math, 3 hrs
- Brent Dinslage, Midland University, Action Research and School Improvement, 3 hrs
- Shavonne Schacher, Wayne State College, Current Issues/Trends in Education, 3 hrs
- Shavonne Schacher, Wayne State College, The Principal as an Instructional Leader, 3 hrs
- Shavonne Schacher, Wayne State College, School Organization and Community Relations, 3 hrs
- Shavonne Schacher, Wayne State College, Fundamentals of Curriculum Pk-12, 3 hrs

9.7. Local Sub

Taryn Burrell

10. GENERAL, LUNCH, ACTIVITIES AND DEPRECIATION FINANCIAL REPORTS AND CLAIMS

Motion to approve the general, lunch, activities and depreciation financial report as presented, including monthly expenditures, which reflects the current financial standing of the District.

Passed with a motion by Ann Burkholder and a second by Kiley Goff.

Ann Burkholder: Yea, Joel Carlson: Yea, Will Geiger: Yea, Kiley Goff: Yea, John Peden: Yea, Michele Starman: Yea

Yea: 6, Nay: 0

10.1. Financial Report by Account

10.2. Financial Claims

11. BUILDING FINANCIAL REPORTS AND CLAIMS

Motion to approve the building financial report as presented, including monthly expenditures, which reflects the current financial standing of the District Passed with a motion by John Peden and a second by Kiley Goff.

Ann Burkholder: Yea, Joel Carlson: Yea, Will Geiger: Yea, Kiley Goff: Yea, John Peden: Yea, Michele Starman: Yea

Yea: 6, Nay: 0

11.1. Financial Claims

12. BOND FINANCIAL REPORTS AND CLAIMS

Motion to approve the bond financial report as presented, including monthly expenditures, which reflects the current financial standing of the District Passed with a motion by Ann Burkholder and a second by Kiley Goff.

Ann Burkholder: Yea, Joel Carlson: Yea, Will Geiger: Yea, Kiley Goff: Yea, John Peden: Yea, Michele Starman: Yea

Yea: 6, Nay: 0

12.1. Financial Claims

13. DISCUSS, CONSIDER AND TAKE ACTION ON THE RESIGNATION OF CERTIFIED TEACHERS

Motion to approve the resignation of Blair Stuthman and Pam Laird effective at the end of the 2023-2024 contract year Passed with a motion by Ann Burkholder and a second by Kiley Goff.

Ann Burkholder: Yea, Joel Carlson: Yea, Will Geiger: Yea, Kiley Goff: Yea, John Peden: Yea, Michele Starman: Yea

Yea: 6, Nay: 0

Blair Stuthman- Elementary Counselor
Pam Laird- 1st grade Elementary

The board wanted to thank Pam Laird for her many years of service.

14. DISCUSS, CONSIDER AND TAKE ACTION ON PURCHASING A PRESCHOOL PLAYGROUND

Motion to approve the purchase of a playground from Creative Sites, LLC for \$107,830 Passed with a motion by Kiley Goff and a second by John Peden.

Ann Burkholder: Yea, Joel Carlson: Yea, Will Geiger: Yea, Kiley Goff: Yea, John Peden: Yea, Michele Starman: Yea

Yea: 6, Nay: 0

15. DISCUSS, CONSIDER AND TAKE ACTION ON 1ST LEASE PURCHASE AMENDMENT

Motion to approve the lease purchase amendment Passed with a motion by Ann Burkholder and a second by Joel Carlson.

Ann Burkholder: Yea, Joel Carlson: Yea, Will Geiger: Yea, Kiley Goff: Yea, John Peden: Yea, Michele Starman: Yea

Yea: 6, Nay: 0

1st lease purchase amendment

The board would like to have the liability insurance on hand.

16. DISCUSS, CONSIDER AND TAKE ACTION ON PERRY LAW BEING THE ONLY LEGAL COUNSEL FOR COZAD COMMUNITY SCHOOLS

Motion to approve Perry Law for Cozad Community Schools legal counsel and board policies with the exception of Title IX training through KSB Passed with a motion by Kiley Goff and a second by Ann Burkholder.

Ann Burkholder: Yea, Joel Carlson: Yea, Will Geiger: Yea, Kiley Goff: Yea, John Peden: Yea, Michele Starman: Yea

Yea: 6, Nay: 0

KSB would still have policies but Perry Law would be for legal counsel.

Board discussed that the board had requested in January the school switch over to just Perry Law with board policies in KSB. They are now wanting the full switch to Perry law. Ford said he would look into if Perry has Title IX training, otherwise that will stay with KSB.

17. DISCUSS, CONSIDER AND TAKE ACTION OF BOARD POLICY 3016

Motion to approve policy 3016 option C Passed with a motion by John Peden and a second by Kiley Goff.

Ann Burkholder: Yea, Joel Carlson: Yea, Will Geiger: Yea, Kiley Goff: Yea, John Peden: Yea,

Michele Starman: Yea
Yea: 6, Nay: 0

18. DISCUSS, CONSIDER AND TAKE ACTION OF BOARD POLICY 3019

Motion to approve policy 3019 keep the same Passed with a motion by John Peden and a second by Ann Burkholder.

Ann Burkholder: Yea, Joel Carlson: Yea, Will Geiger: Yea, Kiley Goff: Yea, John Peden: Yea,
Michele Starman: Yea
Yea: 6, Nay: 0

19. DISCUSS, CONSIDER AND TAKE ACTION OF BOARD POLICY 3020

Motion to approve policy 3020 new policy Passed with a motion by John Peden and a second by Kiley Goff.

Ann Burkholder: Yea, Joel Carlson: Yea, Will Geiger: Yea, Kiley Goff: Yea, John Peden: Yea,
Michele Starman: Yea
Yea: 6, Nay: 0

20. NOTICE OF SETTLEMENT CLAIM

Bryan Royle, individually and Julie Royle, individually and as special administrator of the Estate of Britney Royle asserted a wrongful death claim for damages arising from the death of Britney Royle that occurred on September 1, 2022 from a vehicular accident and a settlement was reached. A full release of liability has been executed in exchange for a lump sum settlement of \$370,000.00 which will be paid by NASB-ALICAP, Cozad Public Schools' risk liability pool. A copy of the settlement agreement will be available upon request at the meeting.

21. PUBLIC COMMENTS (NON-AGENDA SPECIFIC)

The Board of Education invites you to offer comments during the public comments portion of the non-agenda item. This is the portion of the meeting when members of the public may speak to the board about matters not on the agenda.

We have _____ speakers who have signed up to speak. We will allow ____ minutes per speaker for a total of _____ minutes.

During the public comment portion of this meeting, those who have signed up need to be allowed to speak without interruption for the time allotted by the Board. We understand that people may have strong feelings about the issues they come to speak about. We ask that you respect the opinions of all who speak and that you refrain from applause, conduct that interferes with the Board meeting, or other outbursts during the presentations. Offensive language, vulgar personal attacks, or hostile conduct will not be tolerated. If the Board President determines any statement or comment constitutes offensive language, a vulgar personal attack, or hostile conduct, then the Board President will rule the person out of order, and the person forfeits any remaining time. You should be further advised that there is no legal protection for any comments that are made, including slanderous comments. Each person should choose their words carefully.

The Board is not obligated to respond to public comments or questions because such dialogue could violate the Open Meetings Act.

As a reminder, under the Open Meetings Act, the Board of Education is legally obligated to require any member of the public desiring to address the Board to identify himself or herself, including an address and the name of any organization you may represent. As a result, please state and spell your first and last name, state your current address, and let us know if you are here representing any particular organization before you begin your public comment.

It is now _____ p.m. Our first speaker _____

One member of the public spoke about ACT scores.

22. AGENDA SETTING AND FUTURE MEETINGS

- Budget Workshop with Carl Dietz, Monday, January 8th, 2024, 6:30pm
- Regular Board of Education Mtg, Monday, January 15, 2024, 7pm

23. ADJOURNMENT

Motion to adjourn the meeting at 9:20pm Passed with a motion by Joel Carlson and a second by John Peden.

Ann Burkholder: Yea, Joel Carlson: Yea, Will Geiger: Yea, Kiley Goff: Yea, John Peden: Yea, Michele Starman: Yea

Yea: 6, Nay: 0

*** Closed Session:** If, during the course of the meeting, discussion of any item on the agenda should be held in a closed meeting, the board will conduct a closed meeting in accordance with the Nebraska Open Meetings Law.

****Sequence of Agenda:** The sequence of agenda topics is subject to change at the discretion of the board. Please arrive at the beginning of the meeting.

*****Action Item:** The board reserves the right to take action on any item on the board agenda.

The meeting was adjourned at 9:20 PM.

Mr. James Ford, Superintendent
Cozad Community Schools District No. 11

9.2. **Congratulations, Condolences, Correspondences**

9.3. **Classified Resignations**

Deb Junker, Elementary Kindergarten Paraprofessional
Kristy Strohmyer, High School Administrative Assistant

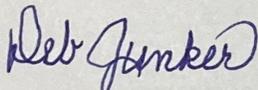
January 4, 2024

To: Mr. Hoehner & Parents of Mrs. Lindstedt's Kindergarten Class,

This letter is to inform you of my resignation as a Kindergarten Para at Cozad Elementary. My last day will be Wednesday, January 17, 2024.

When I hired on as a Kindergarten Para, I had subbed in many different positions. I knew exactly where I wanted to be....and that was a Kindergarten Para for Mrs. Lindstedt. I will never forget that day when Mr. Heckenlively called me to offer that position to me!

After nearly 15 years of working side by side with a wonderful individual, my world (and hers even more so) changed in a heartbeat on October 19th. This event has been extremely difficult to fathom and even harder for me to accept, so making this decision has not been taken lightly. I have to do what is best for myself and my family. I really do wish the best for all of the students, part of my heart will always be in Kindergarten!



Deb Junker

Cozad Community Schools

Home of the Haymakers

*James Ford, Superintendent of Schools
Corey Fisher, High School Principal
Brian Regelin, Middle School Principal
Kyle Hoehner, Elementary Principal*



*Jeremy Yilk, Activities Director
Jessica Edeal, SPED Director/CEEC Principal
Patty Wolfe, Director of Technology
Connor Williams, Dir. of Teaching & Learning/Elem. A.P*

January 4, 2024

Dear Mr. Fisher,

I would like to inform you officially of my decision to resign from my current position at Cozad Community Schools. My last day will be January 18. I have accepted a new opportunity at H&H.

My experience at Cozad Schools has been fulfilling, and I am grateful for the connections and friendships I've developed with both students and colleagues. I value the opportunities my current position has provided me. Nevertheless, I believe it's time for me to embrace a new challenge and take the next step in my professional journey.

Sincerely,

Kristy

A handwritten signature in black ink, appearing to read 'Kristy' followed by a stylized flourish.

Kristy Strohmeyer

9.4. Classified Hires

Presely Ureste, Elementary SpED para

9.5. Standing Reports

9.5.1. **Sub Reports**

9.5.2. **Nutrition Services SNP Claim for Reimbursement Summary**

SNP Claim For Reimbursement Summary

240011 Status: Active
Cozad Community Schools
 DBA:
 1910 Meridian Avenue
 Cozad, NE 69130-1159

Confirmation #: ACZBLN

Month/Year Claimed	Adjustment Number	Date Received	Date Accepted	Date Processed	Reason Code
Dec 2023	0	01/04/2024	01/04/2024		Original

Sponsor Totals

Meal Type	Meals/Supplements Served	Federal Rate	Reimbursement Federal Amount
National School Lunch Program			
Free	4,806	4.2500	20,425.50
Reduced	956	3.8500	3,680.60
Paid	3,629	0.4000	1,451.60
Total	9,391		25,557.70
Performance-Based Reimbursement (Lunch)			
Claimed	9,391	0.0800	751.28
Adjusted	0	0.0800	0.00
Total	9,391		751.28
School Breakfast Program Severe Need			
Free	2,271	2.7300	6,199.83
Reduced	391	2.4300	950.13
Paid	851	0.3800	323.38
Total	3,513		7,473.34
Afterschool Care Program - Area Eligible			
Free	1,614	1.1700	1,888.38
Total	1,614		1,888.38
Claim Reimbursement Total			35,670.70

Sponsor Claim Reimbursement Totals

Current Claim Reimbursement Total	35,670.70
Previous Claim Reimbursement Total	0.00
Net Claim Reimbursement Total	35,670.70

[Hide Site Meal Details](#)

Site Meal Totals

Cozad Early Education Center (CEEC) 0003

Meal Type	Free	Reduced	Paid	Total
National School Lunch Program	282	43	323	648
School Breakfast Program Severe Need	204	32	91	327

Cozad Elementary 0002

Meal Type	Free	Reduced	Paid	Total
National School Lunch Program	2,565	575	2,002	5,142
School Breakfast Program Severe Need	1,421	294	614	2,329

Afterschool Care Program - Area Eligible	1,614	0	0	1,614
--	-------	---	---	-------

Cozad High School 0005

Meal Type	Free	Reduced	Paid	Total
National School Lunch Program	926	127	708	1,761
School Breakfast Program Severe Need	269	9	51	329

Cozad Middle School 0004

Meal Type	Free	Reduced	Paid	Total
National School Lunch Program	1,033	211	596	1,840
School Breakfast Program Severe Need	377	56	95	528

9.5.3. **Bus Route Averages**

9.6. **Salary Advancement Applications**

9.7. **Local Sub**

Amanda Kollars- Local Sub

Cozad Community Schools

Home of the Haymakers

*James Ford, Superintendent of Schools
Corey Fisher, High School Principal
Brian Regelin, Middle School Principal
Kyle Hoehner, Elementary Principal*



*Jeremy Yilk, Activities Director
Jessica Edeal, Special Education Director
Patty Wolfe, Director of Technology
Connor Williams, Director of Teaching & Learning*

January 15, 2024

Teacher Certification Office

P.O. Box 94987

Lincoln, NE 68509-4987

Fax: 402-742-2359. Email: nde.tcweb@nebraska.gov

To Whom It May Concern:

The use of a local substitute teaching certificate has been approved by the board of education of the Cozad Community Schools. I request that you issue a local teaching certificate to:

Amanda Kollars

NDE Staff ID: 6343054783

Sincerely,

A handwritten signature in blue ink, appearing to read 'James Ford'. The signature is fluid and cursive, with the first name 'James' being more prominent than the last name 'Ford'.

Mr. James Ford, Superintendent

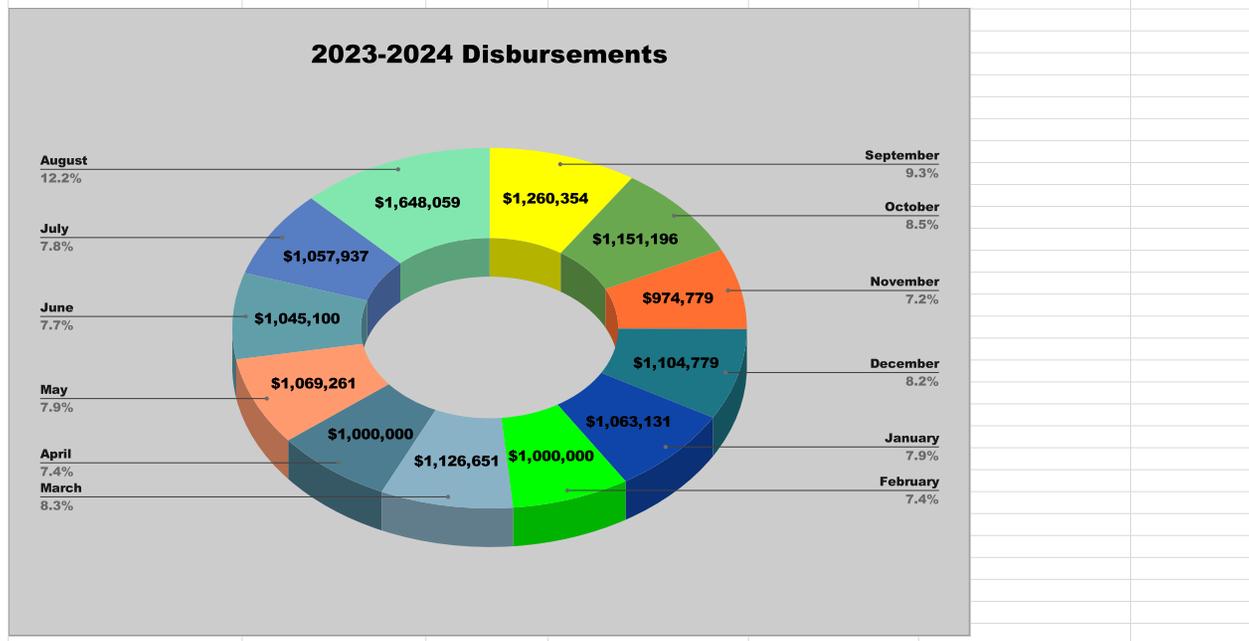
Cozad Community Schools

10. GENERAL, LUNCH, ACTIVITIES AND DEPRECIATION FINANCIAL REPORTS AND CLAIMS

	Receipt Totals	Statement Balance	Payroll Totals	Bill Totals	Disbursements	Balance/Disbursements	Differential
	Treasurers Report				Treasurers Report	Treasurers Report	
September							
18-19	\$2,230,642	\$3,382,832	\$786,208	\$174,146	\$1,134,349	\$2,248,483	
19-20	\$3,528,762	\$3,915,719	\$883,500	\$200,000	\$1,002,989	\$2,912,730	
20-21	\$2,250,686	\$4,432,817	\$805,683	\$125,716	\$875,601	\$3,557,216	
21-22	\$2,620,062	\$4,547,402	\$820,890	\$161,280	\$980,625	\$3,566,777	
22-23	\$3,040,218	\$4,285,482	\$904,150	\$144,808	\$1,333,866	\$2,951,616	
23-24	\$2,326,848	\$3,844,178	\$927,273	\$227,307	\$1,260,354	\$2,583,824	
Average	\$2,668,675	\$4,068,072	\$856,987	\$217,210	\$1,097,964	\$3,047,364	
October							
18-19	\$515,237	\$2,733,719	\$838,340	\$97,007	\$1,104,351	\$1,969,369	
19-20	\$677,199	\$3,586,137	\$845,583	\$202,290	\$1,004,781	\$2,981,356	
20-21	\$607,889	\$4,056,551	\$886,356	\$125,702	\$984,156	\$3,072,395	
21-22	\$595,676	\$4,102,591	\$899,042	\$153,488	\$1,040,487	\$3,062,103	
22-23	\$687,713	\$3,470,392	\$943,121	\$607,347	\$1,504,247	\$1,966,145	
23-24	\$687,390	\$3,550,369	\$950,385	\$199,600	\$1,161,197	\$2,389,171	
Average	\$606,800	\$3,603,626	\$892,126	\$224,269	\$1,141,636	\$2,671,000	
November							
18-19	\$402,823	\$2,036,207	\$828,869	\$212,388	\$1,100,336	\$935,871	
19-20	\$526,414	\$2,825,571	\$834,871	\$260,792	\$1,288,980	\$1,536,591	
20-21	\$335,358	\$3,497,161	\$860,641	\$95,753	\$885,516	\$2,611,645	
21-22	\$337,345	\$3,477,163	\$860,189	\$96,142	\$962,774	\$2,514,389	
22-23	\$387,523	\$2,741,180	\$912,655	\$168,066	\$1,086,735	\$1,654,445	
23-24	\$480,389	\$3,055,978	\$950,802	\$134,269	\$974,779	\$2,081,199	
Average	\$406,737	\$2,938,877	\$874,671	\$161,235	\$1,051,467	\$1,848,628	
December							
18-19	\$498,468	\$1,848,520	\$816,576	\$91,682	\$686,156	\$1,162,364	
19-20	\$644,972	\$2,385,828	\$819,044	\$144,281	\$1,083,717	\$1,302,112	
20-21	\$838,448	\$3,156,397	\$839,596	\$209,079	\$1,179,213	\$1,977,184	
21-22	\$360,443	\$2,875,459	\$856,911	\$119,332	\$962,147	\$1,913,312	
22-23	\$426,486	\$1,990,453	\$923,888	\$254,086	\$1,178,130	\$812,383	
23-24	\$572,466	\$2,523,664	\$966,446	\$141,576	\$1,104,779	\$1,418,885	
Average	\$560,214	\$2,463,397	\$870,277	\$160,006	\$1,035,690	\$1,429,471	
January							
18-19	\$1,377,329	\$2,047,870	\$795,062	\$111,408	\$1,170,079	\$866,801	
19-20	\$1,524,560	\$2,910,842	\$817,869	\$133,475	\$976,678	\$1,934,267	
20-21	\$1,414,381	\$3,944,213	\$817,860	\$169,604	\$976,565	\$2,967,648	
21-22	\$1,939,802	\$3,881,909	\$842,083	\$91,508	\$933,353	\$2,948,556	
22-23	\$1,742,731	\$2,731,624	\$882,624	\$117,930	\$1,001,621	\$1,730,003	
23-24	\$1,523,516	\$2,950,499	\$920,499	\$142,622	\$1,178,130	\$1,372,389	
Average	\$1,683,768	\$3,033,312	\$845,961	\$127,768	\$1,013,839	\$2,019,473	
February							
18-19	\$917,884	\$2,191,379	\$824,457	\$104,933	\$774,474	\$1,416,905	
19-20	\$976,171	\$3,207,237	\$830,862	\$104,783	\$979,575	\$2,227,662	
20-21	\$988,563	\$3,862,747	\$834,257	\$79,356	\$960,650	\$2,902,097	
21-22	\$929,974	\$3,835,478	\$854,787	\$109,047	\$967,405	\$2,868,073	
22-23	\$1,392,434	\$3,057,792	\$909,568	\$154,827	\$1,066,265	\$1,991,527	
23-24	\$1,240,000	\$3,959,000	\$959,000	\$110,000	\$1,066,265	\$2,892,735	
Average	\$1,072,669	\$3,194,927	\$869,492	\$110,491	\$937,548	\$2,287,379	
March							
18-19	\$584,908	\$1,720,359	\$800,761	\$100,396	\$1,055,927	\$664,432	
19-20	\$777,858	\$2,811,187	\$816,185	\$106,189	\$1,173,908	\$1,637,279	
20-21	\$719,945	\$3,490,297	\$813,702	\$77,103	\$912,396	\$2,577,902	
21-22	\$776,885	\$3,049,611	\$856,814	\$106,424	\$962,753	\$2,086,858	
22-23	\$796,196	\$2,955,717	\$897,804	\$258,891	\$1,258,271	\$1,697,446	
23-24	\$800,000	\$3,947,000	\$947,000	\$140,000	\$1,066,265	\$2,892,735	
Average	\$742,965	\$2,853,434	\$855,378	\$148,134	\$1,076,651	\$1,776,783	
April							
18-19	\$431,812	\$1,267,858	\$762,283	\$88,671	\$884,313	\$383,544	
19-20	\$646,624	\$2,874,161	\$799,968	\$97,319	\$795,550	\$1,888,611	
20-21	\$752,664	\$3,277,108	\$847,939	\$120,950	\$965,854	\$2,311,254	
21-22	\$487,338	\$3,162,463	\$861,671	\$86,152	\$944,486	\$2,217,977	
22-23	\$1,041,479	\$2,583,564	\$922,606	\$138,607	\$1,053,631	\$1,529,933	
23-24	\$770,000	\$3,972,000	\$972,000	\$110,000	\$1,066,265	\$2,906,735	
Average	\$663,636	\$2,993,631	\$865,068	\$106,283	\$926,767	\$1,666,264	
May							
18-19	\$2,962,272	\$3,218,417	\$899,320	\$100,250	\$1,011,714	\$2,206,703	
19-20	\$2,890,030	\$4,910,442	\$900,045	\$100,190	\$897,088	\$4,013,353	
20-21	\$3,031,070	\$5,196,577	\$852,068	\$253,001	\$1,111,662	\$4,084,915	
21-22	\$2,922,431	\$5,081,056	\$862,934	\$139,510	\$1,033,836	\$4,047,222	
22-23	\$2,557,393	\$4,068,892	\$904,355	\$163,433	\$1,072,064	\$2,996,828	
23-24	\$2,720,000	\$3,954,000	\$954,000	\$145,000	\$1,066,265	\$2,892,735	
Average	\$2,847,199	\$4,495,077	\$863,787	\$160,231	\$1,019,261	\$3,476,816	
June							
18-19	\$681,173	\$2,993,475	\$788,460	\$121,414	\$906,115	\$2,087,360	
19-20	\$1,004,880	\$5,068,020	\$739,888	\$100,894	\$847,302	\$4,220,717	
20-21	\$705,789	\$4,872,579	\$816,806	\$210,687	\$1,029,788	\$3,842,791	
21-22	\$1,016,190	\$5,071,500	\$851,025	\$186,054	\$1,025,749	\$4,045,751	
22-23	\$862,411	\$3,794,696	\$899,938	\$287,546	\$1,169,546	\$2,625,150	
23-24	\$1,200,000	\$3,949,000	\$949,000	\$180,000	\$1,066,265	\$2,892,735	
Average	\$916,741	\$4,360,064	\$840,853	\$177,766	\$995,100	\$3,364,954	
July							
18-19	\$171,480	\$2,370,240	\$758,373	\$142,100	\$794,968	\$1,575,271	
19-20	\$265,073	\$4,424,075	\$744,615	\$101,538	\$885,018	\$3,539,057	
20-21	\$190,488	\$2,907,933	\$773,519	\$180,997	\$1,442,006	\$1,465,928	
21-22	\$117,795	\$4,198,200	\$828,055	\$324,830	\$991,750	\$3,206,450	
22-23	\$135,210	\$2,968,962	\$839,197	\$141,783	\$960,944	\$2,008,018	
23-24	\$150,000	\$3,990,000	\$990,000	\$190,000	\$1,066,265	\$2,923,735	
Average	\$161,668	\$3,373,662	\$776,140	\$167,316	\$1,007,937	\$2,365,745	
August							
18-19	\$222,188	\$1,787,840	\$751,889	\$681,759	\$1,134,350	\$653,491	
19-20	\$356,816	\$1,391,947	\$728,962	\$1,353,713	\$1,197,842	\$1,944,104	
20-21	\$225,637	\$2,715,978	\$771,190	\$653,486	\$2,063,913	\$652,064	
21-22	\$229,722	\$2,578,216	\$820,711	\$1,026,903	\$1,181,629	\$1,396,587	
22-23	\$1,561,262	\$2,777,685	\$867,251	\$863,992	\$1,752,560	\$1,025,125	
23-24	\$350,000	\$3,905,000	\$905,000	\$740,000	\$1,066,265	\$2,892,735	
Average	\$489,441	\$2,250,333	\$807,509	\$869,976	\$1,598,059	\$662,274	
	Average balance	Total	Total	Total			
18-19	\$10,996,414	\$2,880,721	\$9,591,627	\$1,826,154	\$11,825,132		
19-20	\$13,739,288	\$3,748,398	\$9,661,092	\$2,895,424	\$12,091,327		
20-21	\$12,021,476	\$3,768,762	\$8,989,587	\$2,301,434	\$13,336,430		
21-22	\$12,230,763	\$3,360,437	\$10,212,772	\$2,600,470	\$12,869,894		
22-23	\$14,631,079	\$3,088,875	\$10,865,797	\$3,011,096	\$14,434,880		
23-24	\$12,990,600	\$3,243,547	\$11,310,290	\$2,460,594	\$4,491,100		

2023-2024 Disbursements					
Month	Total Expenditures	Cumulative Spent	Cumulative % of Budget Spent	Projected % Budget Spent	Notes
September	\$1,260,354	\$1,260,354	7.56%	8.33%	
October	\$1,151,196	\$2,411,550	14.46%	16.67%	
November	\$974,779	\$3,386,329	20.30%	25.00%	
December	\$1,104,779	\$4,491,108	26.93%	33.33%	Lease purchase due
January	\$1,063,131	\$5,554,239	33.30%	41.67%	Bond payments due Dec. 15th
February	\$1,000,000	\$6,554,239	39.30%	50.00%	
March	\$1,126,651	\$7,680,890	46.06%	58.33%	
April	\$1,000,000	\$8,680,890	52.05%	66.67%	
May	\$1,069,261	\$9,750,151	58.46%	75.00%	Lease purchase due
June	\$1,045,100	\$10,795,251	64.73%	83.33%	Bond payments due June 15th
July	\$1,057,937	\$11,853,188	71.07%	91.67%	
August	\$1,648,059	\$13,501,247	80.96%	100.00%	
Total Expenditures	\$13,501,247				
Goal	\$13,700,000	\$1,141,666			
2023-24 Budgeted Disbursements	\$16,677,426				

	Cumulative:					
	September	October	November	December	January	February
Projected Expenses	\$1,389,786	\$2,779,571	\$4,169,357	\$5,559,142	\$6,948,928	\$8,338,713
Actual Expenses	\$1,260,354	\$2,411,550	\$3,386,329	\$4,491,108	\$5,554,239	\$6,554,239
Difference	\$129,432	\$368,021	\$783,028	\$1,068,034	\$1,394,689	\$1,784,474
	March	April	May	June	July	August
Projected Expenses	\$9,728,499	\$11,118,284	\$12,508,070	\$13,897,855	\$15,287,641	\$16,677,426
Actual Expenses	\$7,680,890	\$8,680,890	\$9,750,151	\$10,795,251	\$11,853,188	\$13,501,247
Difference	\$2,047,609	\$2,437,394	\$2,757,919	\$3,102,604	\$3,434,452	\$3,176,179



General Fund (01)	December	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	23-24 Expenditures to date	Budgeted	% Spent	Notes
1000's	Regular Instruction	\$1,926,508	\$1,946,378	\$1,862,419	\$1,923,274	\$513,874.27	\$2,050,653	\$6,728,900	30.48	
12000's	SPED	\$424,973	\$412,981	\$426,098	\$491,633	\$121,014.12	\$482,184	\$1,771,000	27.23	
1300's	Summer School	-	-	\$100	\$5,181	\$0.00	\$2,963	\$30,000	9.88	
2100's	Support-Pupils (SPED)	\$179,338	\$167,162	\$275,812	\$291,929	\$96,877.32	\$315,663	\$1,470,000	21.47	
2200's	Support-Pupils (Non-SPED)	\$73,941	\$39,680	\$44,639	\$65,099	\$20,246.59	\$92,232	\$415,000	22.22	
2300's	BOE, Execut, Legal	\$108,627	\$89,812	\$130,037	\$123,349	\$32,791.03	\$122,620	\$396,500	30.93	
2400's	Office of Principal	\$199,406	\$261,993	\$273,613	\$333,857	\$74,000.03	\$301,143	\$1,021,000	29.49	
2500's	Gen Ad-Business Services	\$252,570	\$154,038	\$155,079	\$225,258	\$51,789.64	\$197,943	\$773,000	25.61	
2600's	Maintenance/Operation	\$510,951	\$414,586	\$313,354	\$300,914	\$87,267.31	\$394,981	\$1,994,000	19.81	
2700's	Transportation	\$108,015	\$81,766	\$102,726	\$108,238	\$26,435.68	\$153,119	\$434,600	35.23	
2900's	Other Support Services	\$0	\$0	\$9,121	\$10,310	\$2,459.04	\$10,665	\$19,000	56.13	
3000's	Community Services	\$90,478	\$71,109	\$84,235	\$104,731	\$22,424.30	\$98,378	\$351,000	28.03	
4300's	Architecture and Engineering	\$0	\$0	\$494	\$0	\$0.00	\$0	\$0		
6000's	Federal Programs	\$253,162	\$265,038	\$256,303	\$669,532	\$58,918.23	\$237,863	\$858,100	27.72	
8000's	Transfers	\$39,500	\$18,500	\$41,500	\$43,500	\$0.00	\$46,500	\$200,000	23.25	
9000's	Non program	-	\$7,479	\$0	\$390,246	\$0.00	\$0	\$215,326	0.00	
Budget Authority										
Total		\$4,167,468	\$3,930,503	\$3,975,529	\$5,087,051	\$1,108,097.56	\$4,506,907	\$16,677,426	27.02	
General Fund (01)	September	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	23-24 Expenditures to date	Budgeted	% Spent	Notes
1000's	Regular Instruction	\$502,050	\$480,364	\$456,779	\$482,624	\$513,525.60	\$513,526	\$6,728,900	7.63	
12000's	SPED	\$96,799	\$94,930	\$99,249	\$109,585	\$117,525.52	\$117,526	\$1,771,000	6.64	
1300's	Summer School	-	-	\$100	\$5,181	\$2,601.20	\$2,601	\$30,000	8.67	
2100's	Support-Pupils (SPED)	\$30,408	\$30,259	\$51,380	\$51,967	\$52,615.56	\$52,616	\$1,470,000	3.58	
2200's	Support-Pupils (Non-SPED)	\$17,466	\$8,843	\$11,797	\$18,773	\$25,451.01	\$25,451	\$415,000	6.13	
2300's	BOE, Execut, Legal	\$33,322	\$22,332	\$32,432	\$32,619	\$29,925.12	\$29,925	\$396,500	7.55	
2400's	Office of Principal	\$51,079	\$66,622	\$70,262	\$84,666	\$75,834.82	\$75,835	\$1,021,000	7.43	
2500's	Gen Ad-Business Services	\$88,043	\$26,935	\$39,071	\$70,039	\$51,645.45	\$51,645	\$773,000	6.68	
2600's	Maintenance/Operation	\$149,240	\$98,081	\$82,908	\$85,041	\$107,852.12	\$107,852	\$1,994,000	5.41	
2700's	Transportation	\$22,023	\$13,435	\$19,280	\$22,479	\$45,434.56	\$45,435	\$434,600	10.45	
2900's	Other Support Services	-	-	-	\$2,815	\$2,914.18	\$2,914	\$19,000	15.34	
3000's	Community Services	\$22,388	\$18,210	\$28,262	\$32,579	\$31,499.34	\$31,499	\$351,000	8.97	
4300's	Architecture and Engineering	-	-	-	-	-	-	-		
6000's	Federal Programs	\$54,347	\$56,195	\$56,871	\$277,204	\$51,255.29	\$51,255	\$858,100	5.97	
8000's	Transfers	\$16,500	\$16,500	\$39,500	\$43,500	\$46,500.00	\$46,500	\$200,000	23.25	
9000's	Non program	-	-	-	-	-	-	\$215,326	0.00	
Budget Authority										
Total		\$1,083,674	\$932,706	\$990,221	\$1,319,073	\$1,154,579.87	\$1,154,579	\$16,677,426	6.92	
General Fund (01)	October	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	23-24 Expenditures to date	Budgeted	% Spent	Notes
1000's	Regular Instruction	\$987,981	\$976,499	\$936,648	\$958,862	\$507,616.52	\$1,021,142	\$6,728,900	15.18	
12000's	SPED	\$207,483	\$201,810	\$207,374	\$238,520	\$123,836.30	\$241,362	\$1,771,000	13.63	
1300's	Summer School	-	-	\$100	\$5,181	\$361.39	\$2,963	\$30,000	9.88	
2100's	Support-Pupils (SPED)	\$79,840	\$76,777	\$137,068	\$140,370	\$89,735.67	\$142,351	\$1,470,000	9.68	
2200's	Support-Pupils (Non-SPED)	\$38,921	\$19,289	\$22,593	\$39,406	\$25,605.65	\$51,057	\$415,000	12.30	
2300's	BOE, Execut, Legal	\$62,599	\$45,679	\$76,547	\$75,682	\$28,857.48	\$58,783	\$396,500	14.83	
2400's	Office of Principal	\$100,108	\$132,661	\$139,099	\$170,557	\$76,381.58	\$152,216	\$1,021,000	14.91	
2500's	Gen Ad-Business Services	\$146,329	\$72,931	\$79,552	\$146,064	\$56,032.70	\$107,678	\$773,000	13.93	
2600's	Maintenance/Operation	\$258,467	\$174,997	\$174,341	\$163,125	\$109,177.28	\$217,029	\$1,994,000	10.88	
2700's	Transportation	\$47,930	\$39,918	\$52,905	\$53,028	\$48,659.93	\$94,094	\$434,600	21.65	
2900's	Other Support Services	-	-	\$4,813	\$5,392	\$2,661.17	\$5,575	\$19,000	29.34	
3000's	Community Services	\$44,476	\$35,409	\$46,756	\$56,825	\$21,582.72	\$53,082	\$351,000	15.12	
4300's	Architecture and Engineering	-	-	-	-	-	-	-		
6000's	Federal Programs	\$117,872	\$130,469	\$125,509	\$342,848	\$68,840.19	\$120,095	\$858,100	14.00	
8000's	Transfers	\$39,500	\$18,500	\$39,500	\$43,500	\$0.00	\$46,500	\$200,000	23.25	
9000's	Non program	-	-	-	-	\$0.00	\$0	\$215,326	0.00	
Budget Authority										
Total		\$2,131,507	\$1,924,920	\$2,042,805	\$2,829,605	\$1,159,348.58	\$2,313,927	\$16,677,426	13.87	
General Fund (01)	November	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	23-24 Expenditures to date	Budgeted	% Spent	Notes
1000's	Regular Instruction	\$1,458,333	\$1,470,926	\$1,399,931	\$1,443,293	\$515,636.97	\$1,536,779	\$6,728,900	22.84	
12000's	SPED	\$318,269	\$308,004	\$316,090	\$364,040	\$119,808.08	\$361,170	\$1,771,000	20.39	
1300's	Summer School	-	-	\$100	\$5,181	\$0.00	\$2,963	\$30,000	9.88	
2100's	Support-Pupils (SPED)	\$129,404	\$121,858	\$209,393	\$217,315	\$76,434.48	\$218,786	\$1,470,000	14.88	
2200's	Support-Pupils (Non-SPED)	\$57,236	\$29,175	\$33,866	\$52,057	\$20,928.46	\$71,985	\$415,000	17.35	
2300's	BOE, Execut, Legal	\$85,082	\$66,781	\$104,984	\$92,530	\$31,046.80	\$89,829	\$396,500	22.66	
2400's	Office of Principal	\$150,907	\$198,231	\$206,402	\$252,651	\$74,926.26	\$227,143	\$1,021,000	22.25	
2500's	Gen Ad-Business Services	\$182,120	\$111,446	\$107,950	\$183,140	\$38,475.52	\$146,154	\$773,000	18.91	
2600's	Maintenance/Operation	\$442,073	\$242,967	\$237,181	\$238,577	\$90,684.38	\$307,714	\$1,994,000	15.43	
2700's	Transportation	\$87,244	\$62,451	\$77,526	\$83,137	\$32,588.69	\$126,683	\$434,600	29.15	
2900's	Other Support Services	-	-	\$6,969	\$7,908	\$2,630.43	\$8,206	\$19,000	43.19	
3000's	Community Services	\$66,607	\$52,679	\$65,171	\$81,091	\$22,871.96	\$75,954	\$351,000	21.64	
4300's	Architecture and Engineering	-	-	\$384	\$0	\$0.00	\$0	\$0		
6000's	Federal Programs	\$189,286	\$197,206	\$191,758	\$455,136	\$58,848.81	\$178,944	\$858,100	20.85	
8000's	Transfers	\$39,500	\$18,500	\$41,500	\$43,500	\$0.00	\$46,500	\$200,000	23.25	
9000's	Non program	-	-	-	\$390,246	\$0.00	\$0	\$215,326	0.00	
Budget Authority										
Total		\$3,204,067	\$2,881,317	\$2,999,205	\$3,909,801	\$1,084,880.84	\$3,398,810	\$16,677,426	20.38	

	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024
September	\$1,391,947	\$2,715,978	\$2,907,933	\$4,285,483	\$3,844,178
October	\$3,915,719	\$4,432,817	\$4,547,402	\$3,470,392	\$3,550,367
November	\$3,588,137	\$4,056,551	\$4,102,591	\$2,741,180	\$3,055,978
December	\$2,825,571	\$3,497,161	\$3,477,163	\$1,990,513	\$2,523,664
January	\$2,385,828	\$3,156,397	\$2,875,459	\$2,731,624	
February	\$2,910,842	\$3,594,213	\$3,881,909	\$3,057,792	
March	\$3,207,237	\$3,682,747	\$3,835,478	\$2,595,717	
April	\$2,811,187	\$3,490,297	\$3,649,611	\$2,583,564	
May	\$2,674,161	\$3,277,108	\$3,162,463	\$4,068,892	
June	\$4,910,442	\$5,196,577	\$5,081,058	\$3,794,696	
July	\$5,068,020	\$4,872,579	\$5,071,500	\$2,968,962	
August	\$2,370,240	\$4,423,075	\$2,578,216	\$2,777,685	
Low Month	\$1,391,947	\$2,715,978	\$2,578,216	\$1,990,513	\$2,523,664
Average Cash	\$3,171,611	\$3,866,292	\$3,673,000	\$3,088,875	\$3,243,547

Date	Old Bond-Deposit	New Bond-Deposit	Loan from Building	Date	Bond Balance
1-15-23	\$33,300.49	\$221,208.30	\$579,456.94	1-15-23	\$182,272.37
1-15-23		\$2,503.33	(paid back Aug. 2023)	1-15-23	\$439,284.49
2-3-23	\$17,536.13	\$80,666.48		2-3-23	\$439,483.67
3-7-23	\$21,401.10	\$84,086.94		3-7	\$645,834.73
4-13-23	\$27,090.56	\$108,484.87		4-13	\$783,081.66
5-12-23	\$134,348.02	\$415,957.82		5-12	\$581,708.49
6-30	\$30,874.08	\$105,328.51		6-30	\$723,737.95
7-31	\$6,502.18	\$15,901.19		7-31	\$748,952.00
8-31	\$10,387.70	\$20,616.94		8-31	\$201,694.08
9-30	\$123,939.64	\$374,465.10		9-30	\$701,833.14
10-31	\$15,704.00	\$85,179.61		10-31	\$806,004.73
11-30	\$2,965.73	\$15,181.85		11-30	\$57,104.68
12-30	\$1,964.86	\$9,442.41		12-30	\$71,924.41
1-31	\$36,426.88	\$254,969.31		1-31	\$364,132.62

NAME	General levy	PK-12 Enrollment	Total Levy	21-22 Valuation	Property Tax per \$1,000	20-21 TEEOSA Aid	Cost Per Pupil 20-21
BROKEN BOW	\$0.84	896	\$1.30	\$960,082,505	\$1,301	\$99,689	\$13,388
WAYNE	\$0.98	987	\$1.08	\$970,374,093	\$1,082	\$304,830	\$13,426
COLUMBUS LAKEVIEW	\$0.58	905	\$0.68	\$1,631,223,847	\$683	\$90,625	\$13,937
FORT CALHOUN	\$0.95	796	\$1.24	\$505,989,206	\$1,244	\$4,010,000	\$14,454
CHADRON	\$1.00	981	\$1.05	\$590,855,697	\$1,050	\$4,222,000	\$14,949
GOTHENBURG	\$0.94	841	\$1.03	\$869,416,843	\$1,034	\$723,416	\$15,273
MINDEN	\$0.74	848	\$0.92	\$1,214,171,573	\$923	\$105,673	\$15,380
COZAD	\$1.01	936	\$1.26	\$812,086,343	\$1,256	\$1,900,000	\$15,401
HASTINGS ADAMS CENTRAL	\$0.66	1000	\$0.79	\$1,302,676,394	\$792	\$1,100,000	\$15,966
ONEILL	\$0.82	807	\$0.96	\$1,092,028,258	\$956	\$105,497	\$16,940
FAIRBURY	\$0.88	914	\$1.03	\$1,146,581,042	\$1,035	\$104,413	\$18,544
AVERAGE	\$0.85	\$901	\$1.03	\$1,008,680,527	\$1,032	\$1,160,558	\$15,242

General Fund Exp.									
	2013-2014	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022
General	\$ 9,461,365	\$ 10,158,711	\$ 10,386,630	\$ 10,259,974	\$ 10,943,703	\$ 10,766,943	\$ 11,629,025	\$ 11,266,519	\$ 12,651,417
% increase		7.37%	2.24%	-1.22%	6.66%	-1.62%	8.01%	-3.12%	12.29%
3 year increase				8%	8%	4%	13%	3%	18%
							(Depreciation)		(HVAC - ESERII)
Tax request	\$ 5,653,053	\$ 6,891,711	\$ 7,796,973	\$ 8,409,090	\$ 8,564,742	\$ 8,539,749	\$ 8,608,081	\$ 8,061,717	\$ 8,183,489
		21.91%	13.14%	7.85%	1.85%	-0.29%	0.80%	-6.35%	1.51%
Valuations	\$ 590,978,746	\$ 713,201,677	\$ 796,440,220	\$ 840,899,011	\$ 844,899,606	\$ 829,101,595	\$ 839,380,326	\$ 803,195,080	\$ 812,086,343
		20.68%	11.67%	5.58%	0.48%	-1.87%	1.24%	-4.31%	1.11%
State Aid	\$ 3,003,571	\$ 2,684,740	\$ 2,094,542	\$ 941,819	\$ 492,317	\$ 423,705	\$ 2,852,846	\$ 1,906,001	\$ 1,976,682
		-10.62%	-21.98%	-55.03%	-47.73%	-13.94%	573.31%	-33.19%	3.71%

Year	Tax Request	Property Tax Request	Operating Budget
September 2018	1.03	\$8,539,749.41	\$13,826,145
September 2019	1.025528	\$8,606,061	\$14,217,000
September 2020	1.003706	\$8,061,717	\$14,547,942
September 2021	1.007712	\$8,183,489	\$15,728,770
September 2022	1.010866	\$8,400,000	\$15,984,711
September 2023	0.986085	\$9,005,939	\$16,677,426

10.1. **Financial Report by Account**

Regular; Processing Month 12/2023; Accounts to Include Accounts with
 Activity; Fund Number 01

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 1100	Local Property Taxes	8,915,880.00	55,470.66	2,559,069.14	28.70	6,356,810.86
01 1100 0000	Cash Balance - Placeholder	2,470,204.00	0.00	0.00	0.00	2,470,204.00
01 1115	Carline Taxes	30,000.00	0.00	3,881.28	12.94	26,118.72
01 1125	Motor Vehicle Taxes	455,000.00	30,905.50	129,303.49	28.42	325,696.51
01 1311	Tuition from Individuals Reg Education	9,200.00	0.00	0.00	0.00	9,200.00
01 1370	Preschool Tuition and Fees	58,000.00	4,250.00	24,285.00	41.87	33,715.00
01 1510	Interest on Investments	9,200.00	11,864.23	57,757.60	627.80	(48,557.60)
01 1800	Community Services Activities	37,000.00	983.00	8,223.00	22.22	28,777.00
01 1910	Rental of Equip/Prop/Facilities	100.00	0.00	1,850.01	1,850.01	(1,750.01)
01 1911	Local License Fees	3,700.00	0.00	0.00	0.00	3,700.00
01 1920	Contributions and Donations	0.00	0.00	0.00	0.00	0.00
01 1921	Police Court Fines	3,700.00	0.00	75.00	2.03	3,625.00
01 1925	Categorical Grants from Corp/Private	42,000.00	0.00	2,500.00	5.95	39,500.00
01 1980	Refund of Prior Year Expenditures	0.00	0.00	305.46	0.00	(305.46)
01 1990	Miscellaneous Local Receipts	3,000.00	0.00	0.00	0.00	3,000.00
Subtotal: 1000		12,036,984.00	103,473.39	2,787,249.98	23.16	9,249,734.02
01 2110	County Fines and License Fees	91,000.00	5,540.82	13,122.33	14.42	77,877.67
01 2210	ESU Receipts	0.00	0.00	200.00	0.00	(200.00)
Subtotal: 2000		91,000.00	5,540.82	13,322.33	14.64	77,677.67
01 3110	State Aid	2,883,292.00	287,945.00	1,155,624.00	40.08	1,727,668.00
01 3120	SPED Reimb (School Age)	625,000.00	172,651.00	172,651.00	27.62	452,349.00
01 3125	SPED Transportation Reimb (School Age)	15,000.00	0.00	0.00	0.00	15,000.00
01 3130	Homestead Exemption	0.00	0.00	0.00	0.00	0.00
01 3131	Property Tax Credit	0.00	0.00	0.00	0.00	0.00
01 3180	Pro-Rate Motor Vehicle	20,000.00	0.00	3,095.81	15.48	16,904.19
01 3400	State Apportionment	140,000.00	0.00	0.00	0.00	140,000.00
01 3535	Payments for High Ability Learners	10,000.00	0.00	8,007.00	80.07	1,993.00
01 3540	State Early Childhood	10,000.00	0.00	12,524.00	125.24	(2,524.00)
Subtotal: 3000		3,703,292.00	460,596.00	1,351,901.81	36.51	2,351,390.19
01 4505	Title I, Part A	270,600.00	0.00	0.00	0.00	270,600.00
01 4512	IDEA Base	90,000.00	0.00	0.00	0.00	90,000.00
01 4516	IDEA Preschool	10,000.00	0.00	0.00	0.00	10,000.00
01 4518	IDEA Part B (611) Base & Enroll/Poverty	90,000.00	0.00	0.00	0.00	90,000.00
01 4530	OTHER FEDERAL RECEIPTS	0.00	0.00	1,920.48	0.00	(1,920.48)
01 4531	Title IV, Part B - 21st Century Grant	0.00	0.00	57,600.00	0.00	(57,600.00)
01 4708	MIPS	50,000.00	0.00	2,458.95	4.92	47,541.05
01 4709	MAAPS	50,000.00	2,856.18	5,249.70	10.50	44,750.30
01 4969	Title IV-A, SSAE Grant	0.00	0.00	0.00	0.00	0.00
01 4988	ARP-EXPANDED LEARNING AFTERSCHOOL (ARP ESSER III)	0.00	0.00	5,047.00	0.00	(5,047.00)
01 4989	ARP-EXPANDED LEARNING SUMMER (ARP ESSER III)	0.00	0.00	12,337.00	0.00	(12,337.00)
Subtotal: 4000		560,600.00	2,856.18	84,613.13	15.09	475,986.87
01 5300	Sale of Property	550.00	0.00	0.00	0.00	550.00
01 5301	Insurance Adjustments	5,000.00	0.00	0.00	0.00	5,000.00
01 5690	OTHER NON-REVENUE RECEIPTS	280,000.00	0.00	1.82	0.00	279,998.18
Subtotal: 5000		285,550.00	0.00	1.82	0.00	285,548.18
Fund Total:		16,677,426.00	572,466.39	4,237,089.07	25.41	12,440,336.93

Revenue Summary Report
Processing Month: 12/2023

Regular; Processing Month 12/2023; Accounts to Include Accounts with
Activity; Fund Number 01

	<u>Revised Budget</u>	<u>During Month</u>	<u>To Date</u>	<u>% of Budget</u>	<u>Budget Balance</u>
Grand Total:	16,677,426.00	572,466.39	4,237,089.07	25.41	12,440,336.93

**Expenditure Report by Function/Object -
Summary**
Regular; Processing Month 12/2023; Fund Number 01

01/04/2024 02:59 PM

User ID: CCM

Function Number		Revised Budget	Expended During Month	Expenditures to Date	% of Budget	Balance at EOM	A/ P Outstanding	P/ O Outstanding	Unencumbered Balance
01	GENERAL FUND								
1100	REGULAR INSTRUCTION	5,983,100.00	432,766.30	1,732,906.77	29.48	4,250,193.23	0.00	30,766.78	4,219,426.45
1101	1101 - WOODS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
1102	1102 - METALS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
1103	1103 - VOCAL MUSIC	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
1105	1105 -ART	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
1106	1106 - FCS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
1108	1108 - GREENHOUSE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
1109	1109 - AGRICULTURE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
1110	1110 - BUSINESS_FBLA/SKILLS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
1111	1111 - HAL	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
1125	REG INSTR PROG SCHOOL AGE (FLEX-SPEND)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
1150	LIMITED ENGLISH PROF PROGRAMS	130,000.00	16,564.95	65,441.56	50.34	64,558.44	0.00	0.00	64,558.44
1160	PROVERTY PROGRAMS	475,000.00	55,351.27	214,935.64	45.25	260,064.36	0.00	0.00	260,064.36
1190	EARLY CHILDHOOD PROGRAMS	140,800.00	9,191.75	37,369.39	27.89	103,430.61	0.00	1,896.81	101,533.80
1195	REG INSTR PROG BELOW AGE 5 (FLEX-SPEND)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
1200	SPED INSTR PROGRAM SCHOOL AGE	1,722,000.00	120,983.93	481,739.14	28.03	1,240,260.86	0.00	881.43	1,239,379.43
1201	1201 - SPED DIRECTOR	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
1202	1202	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
1203	1203	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
1204	1204	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
1205	1205	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
1206	1206	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
1207	1207	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
1291	SPED INSTR PROGRAMS (AGE 3-5)	49,000.00	30.19	444.88	0.91	48,555.12	0.00	0.00	48,555.12
1292	SPED INSTR PROGRAMS (AGE 0-2)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
1300	SUMMER SCHOOL	30,000.00	0.00	2,962.69	9.88	27,037.31	0.00	0.00	27,037.31
2110	ATTENDANCE AND SOCIAL WORK SERVICES	8,100.00	0.00	0.00	0.00	8,100.00	0.00	0.00	8,100.00
2120	GUIDANCE SERVICES	546,500.00	12,813.98	50,359.70	9.25	496,140.30	0.00	169.97	495,970.33
2130	HEALTH SERVICES	245,600.00	4,569.04	15,372.35	6.26	230,227.65	0.00	0.00	230,227.65
2140	PSYCHOLOGICAL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2141	PSYCHOLOGICAL SERVICES SCHOOL AGE	113,500.00	9,632.72	38,183.16	33.64	75,316.84	0.00	0.00	75,316.84
2151	SPEECH PATH & AUDIOLOGY SVCS SCHOOL AGE	149,000.00	13,812.94	44,248.72	29.70	104,751.28	0.00	0.00	104,751.28
2152	SPEECH PATH & AUDIOLOGY SVCS (AGE 3-5)	51,000.00	6,941.58	19,127.07	37.50	31,872.93	0.00	0.00	31,872.93
2153	SPEECH PATH & AUDIOLOGY SVCS (AGE 0-2)	26,000.00	5,725.14	20,496.08	78.83	5,503.92	0.00	0.00	5,503.92
2161	OCCUPATIONAL THERAPY SVCS SCHOOL AGE	0.00	2,132.73	7,200.09	0.00	(7,200.09)	0.00	0.00	(7,200.09)
2162	OCCUPATIONAL THERAPY SVCS (AGE 3-5)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2163	OCCUPATIONAL THERAPY SVCS (AGE 0-2)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2171	PHYSICAL THERAPY SERVICES SCHOOL AGE	0.00	324.00	1,181.42	0.00	(1,181.42)	0.00	0.00	(1,181.42)
2172	PHYSICAL THERAPY SERVICES (AGE 3-5)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2173	PHYSICAL THERAPY SERVICES (AGE 0-2)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2181	VISUALLY IMP/VISION SVCS SCHOOL AGE	12,000.00	0.00	0.00	0.00	12,000.00	0.00	0.00	12,000.00
2190	OTHER SUPPORT SERVICES - STUDENT	318,300.00	40,925.19	119,494.44	37.54	198,805.56	0.00	0.00	198,805.56
2191	2191 - SPEECH	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2192	2192 - FALL PLAY/MUSICAL	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2193	2193 - DIG JOURNALISM	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2194	2194 - NHS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2195	2195 - ONE ACT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2210	IMPROVEMENT OF INSTRUCTION	700.00	0.00	0.00	0.00	700.00	0.00	0.00	700.00
2211	SCHOOL IMPROVEMENT	5,900.00	0.00	0.00	0.00	5,900.00	0.00	0.00	5,900.00
2212	INSTR AND CURR DEVELOPMENT	44,000.00	7,950.28	31,801.12	72.28	12,198.88	0.00	0.00	12,198.88
2213	INSTRUCTIONAL STAFF TRAINING	25,100.00	75.00	7,295.00	29.06	17,805.00	0.00	0.00	17,805.00
2219	OTHER IMPROVEMENT OF INSTRUCTION SVCS	4,000.00	0.00	0.00	261.55	4,000.00	0.00	10,462.09	(6,462.09)
2220	LIBRARY/MEDIA SERVICES	196,700.00	12,221.31	51,035.59	27.16	145,664.41	0.00	2,389.48	143,274.93

8000 TRANSFERS (OUTGOING)
9000 NON PROGRAM EXPENDITURES
01 GENERAL FUND

**Expenditure Report by Function/Object -
Summary**
Regular; Processing Month 12/2023; Fund Number 01

Function Number	Revised Budget	Expended During Month	Expenditures to Date	% of Budget	Balance at EOM	A/ P Outstanding	P/ O Outstanding	Unencumbered Balance
8000	200,000.00	0.00	46,500.00	23.25	153,500.00	0.00	0.00	153,500.00
9000	215,326.00	0.00	0.00	0.00	215,326.00	0.00	0.00	215,326.00
01	16,677,426.00	1,106,097.56	4,506,906.85	27.43	12,170,519.15	0.00	67,641.03	12,102,878.12

**Expenditure Report by Function/Object -
Summary**

Regular; Processing Month 12/2023; Fund Number 01

Revised Budget	Expended During Month	Expenditures to Date	% of Budget	Balance at EOM	A/P Outstanding	P/O Outstanding	Unencumbered Balance
16,677,426.00	1,108,097.56	4,506,906.85	27.43	12,170,519.15	0.00	67,641.03	12,102,878.12

SCHOOL DISTRICT NO. 11-Waypoint Bank/Custody Receipts

CUSIP#	ISSUE	MATURITY	AMOUNT
3130AJNT2	FEDERAL HOME LOAN BANK	6/1/2024	894,720.00
3130ALAV6	FHLB 0.5 STEP UP 0.625	2/24/2028	897,020.00
3130ALH31	FHLB	3/22/2029	440,735.00
3130ALMG6	FHLB	3/24/1931	434,950.00
3130AMPN6	FHLB	6/16/2028	451,285.00
3130G45C3	FANNIE MAE	10/27/2025	696,967.50
239325EV1	DAWSON CO NE S/D #11 RFDG	12/15/2024	233,666.40
259291MRO	DOUGLAS CO NE S/D #1 GO UT	12/15/2032	241,271.10
259353MF4	DOUGLAS CO NE S/D #59 RFDG	12/15/2028	185,088.00
727771JH1	PLATTE CO NE S/D #1 GO UT	12/15/2030	200,930.00
878848JV3	TECUMSEH NE RFDG GO UT	12/15/2027	180,704.00
6817126Z3	OMAHA NE TXBL RFDG SER B	4/15/2026	277,083.00

TOTAL CUSTODY RECEIPTS	\$5,134,420.00
F.D.I.C.	\$250,000.00

\$5,384,420.00

ACCOUNTS:	General Ckg-3009	586,156.01
	General MMA-7526	1,932,508.77
	Revolving Acct-0602	4,858.32
	125 Plan-2801	32,622.31
	Hot Lunch-3020	557,025.03
	CEA Checking-4650	975.51
	CEA Savings-1759	2,627.01
	Sunshine-7651	226.58

3,116,999.54

Amount of coverage cover deposits
Dated this first day of January, 2024.

\$2,267,420.46


Treasurer Susan Klopping

SCHOOL DISTRICT NO. 11-Homestead Bank

CUSIP #		MATURITY	AMOUNT
009044AC2	AINSWORTH NE ARPT AUTH	6/1/2024	\$ 19,637.60
02589AB68	AMERICAN EXPR NATL BANK	3/31/2025	\$ 245,000.00
082152CP2	BENNETT NE GO UNLTD	2/15/2027	\$ 165,619.80
224094AF9	COZAD NE COMB UTIL REV	12/15/2026	96,508.65
23942KL3	DAWSON NE REVENUE	6/15/2024	89,108.10
251480BW8	DEUEL CO NE SD 8095	12/15/2026	141,739.75
3130AK3R5	FHLB CONT CALL	3/8/2024	989,910.41
3130ALBC7	FHLB CALL QTLY	2/25/2028	614,207.94
3130ALG00	FHLB CALL QTLY	3/17/2027	226,047.94
3130ALTR5	FHLB CALL QTLY	3/30/2026	928,930.02
32112UCW9	FNB OF MCGREGOR TX	2/21/2024	245,000.00
412606CS2	HARLAN CO NE GO LTD	6/1/2024	137,373.60
4868906S0	KEARNEY NE GO LTD	10/1/2024	72,381.75
59541HCV4	MID-PLAINS NE CMNTY CLG	5/15/2027	104,039.35
681810NJ2	OMAHA NE SN SWR TX REV	4/1/2027	533,419.00
68907FAH0	OTOE CO NE SD 501	12/15/2027	133,989.80
698856L90	PAPILLION NE TX	9/15/2024	194,066.00
80368PBD3	SARGENT NE COMB UTIL REV	10/1/2025	107,980.40
803766BK9	SARPY CO NE SAN/IMP	12/15/2025	66,747.80
80379QBJ5	SARPY CO NE SAN/IMP	8/15/2027	263,016.10
80449RDH1	SAUNDERS CO NE SD 39	12/15/2024	72,275.25
855016AQ4	STAPLEHURST NE GO UNLTD	12/15/2027	17,815.20
	TOTAL CUSTODY RECEIPTS		5,464,814.46
	F.D.I.C.		250,000.00
			5,714,814.46

ACCOUNTS:	798058	406,275.28
	10079702	1,518,964.17
	100798017	1,498,444.38
	6444	263,958.27
		3,687,642.10

Amount of coverage over deposits

\$2,027,172.36

Dated this first day of January, 2024


 Treasurer Susan Kloeping

SCHOOL DISTRICT NO. 11--SECURITY 1ST BANK

Nebraska Bankers Insurance and Services Company meets 102% of the Statutory Pledge Required.

ACCOUNTS:	STUDENT FEES -1095	5,608.60
	BOND FUND-9391	72,696.43
	EMP BENEFITS-6735	3,863.27

\$82,168.30

Dated this first day of January, 2024.


Treasurer Susan Kloeping

SCHOOL DISTRICT NO. 11 COZAD CITY SCHOOLS

Activities Account

Beginning balance as of December 1, 2023 \$ 374,104.59

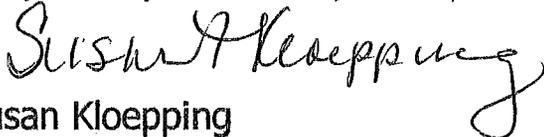
Income: Receipts 71,835.41
Interest 1,613.09 \$ 73,448.50

Disbursements: \$ 41,277.81

Closing balance as of December 31, 2023 \$ 406,275.28

Homestead Bank #058 \$ 406,275.28

Respectfully submitted,


Susan Klopping
District No. 11 Treasurer

GENERAL FUND

Comparison

Beginning Balance as of 12/1/2023	\$ 2,925,954.95		
Deposits	\$ 560,602.16		
Interest	\$ 11,864.23		
Voided checks	\$ -		
Payroll expenses	\$ 966,446.44	\$ 923,087.92	as of 12/20/2022
ACH Fee	\$ 75.00	\$ 75.00	as of 12/20/2022
Accounts Payable expenses	\$ 141,576.12	\$ 254,086.60	as of 12/20/2022
Total book balance as 12/31/2023	\$ 2,390,323.78	\$ 1,871,788.33	as of 12/31/2022
Projected tax deposit	\$ 1,488,881.57	\$ 1,441,379.89	as of 1/15/2023
Other deposits to date	\$ 34,635.39	\$ 237.00	as of 1/15/2023
Payroll to date	\$ 920,469.51	\$ 882,624.06	as of 1/15/2023
Accounts Payable to date	\$ 142,662.55	\$ 117,930.73	as of 1/15/2023
Total book balance as 1/12/2024	\$ 2,850,708.68	\$ 2,312,850.43	as of 1/15/2023

BOND FUND

Beginning Balance as of 12/1/2023	\$ 827,564.77		
Deposits	\$ 1,964.86		
Deposit-2022 Bond	\$ 9,442.41		
Interest	\$ 812.02		
Disbursements	\$ 767,047.63		
Total book balance as 12/31/2023	\$ 72,736.43	\$ 182,272.37	as of 12/31/2022
Interfund Loan	\$ -	\$ -	
Interfund Loan Payment	\$ -		
Bond payment-Series 2020	\$ -	\$ -	as of 1/15/2023
Bond payment-Series 2022	\$ -	\$ -	
Wire Fee	\$ -		
Projected tax deposit	\$ 36,426.88	\$ 33,300.49	as of 1/15/2023
Projected tax deposit-2022	\$ 254,969.31	\$ 223,711.63	
Total book balance as 1/12/2024	\$ 364,132.62	\$ 439,284.49	as of 1/15/2023

BUILDING FUND

Beginning Balance as of 12/1/2023	\$ 9,634,799.69		
Deposits	\$ 2,147.98		
Interest	\$ 68,445.51		
Disbursements	\$ 1,103,625.10		
Total book balance as 12/31/2023	\$ 8,601,768.08	\$ 23,309,000.28	as of 12/31/2022
Projected tax deposit	\$ 48,211.38	\$ 54,208.66	as of 1/15/2023
Other deposits to date	\$ -	\$ -	
Disbursements to date	\$ 954,948.84	\$ 256,810.84	as of 1/15/2023
Total book balance as 1/12/2024	\$ 7,695,030.62	\$ 23,106,398.10	as of 1/15/2023

QUALIFIED CAPITAL PURPOSE UNDERTAKING FUND

Current balance is ZERO and there has been no activity in the past 12 months.

DEPRECIATION FUND

Beginning Balance as of 12/1/2023	\$ 1,492,172.76		
Deposits	\$ -		
Interest	\$ 6,271.62		
Disbursements	\$ -		
Total book balance as 12/31/2023	<u>\$ 1,498,444.38</u>	\$ 1,305,999.44	as of 12/31/2022

LUNCH FUND

Beginning Balance as of 12/1/2023	\$ 551,744.39		
Deposits	\$ 62,312.80		
Voided Checks	\$ -		
Interest	\$ 2,339.74		
Payroll expenses	\$ -		
Accounts Payable expenses	\$ 59,537.70	<u>\$ 59,712.18</u>	as of 12/20/2022
Total book balance as 12/31/2023	<u>\$ 556,859.23</u>	<u>\$ 493,259.89</u>	as of 12/31/2022
Projected federal reimbursement	\$ 35,670.70	\$ 32,904.28	as of 1/15/2023
Other deposits to date	\$ 8,522.35	\$ 7,213.15	as of 1/15/2023
Payroll to date	\$ -		
Accounts Payable to date	\$ 48,705.13	<u>\$ 46,307.47</u>	as of 1/15/2023
Total book balance as 1/12/2024	<u>\$ 552,347.15</u>	<u>\$ 487,069.85</u>	as of 1/15/2023

EMPLOYEE BENEFIT FUND

Beginning Balance as of 12/1/2023	\$ 3,956.47		
Deposits	\$ -		
Interest	\$ 4.30		
Disbursements	\$ 97.50		
Total book balance as 12/31/2023	<u>\$ 3,863.27</u>	<u>\$ 2,715.47</u>	as of 12/31/2022
Expected transfer from General Fund	\$ -	\$ -	
Disbursements to date	\$ 318.00	\$ -	as of 1/15/2023
Total book balance as 1/11/2024	<u>\$ 3,545.27</u>	<u>\$ 2,715.47</u>	as of 1/15/2023

STUDENT FEE FUND

Beginning Balance as of 12/1/2023	\$ 5,602.46		
Deposits	\$ -		
Interest	\$ 6.14		
Disbursements	\$ -		
Total book balance as 12/31/2023	<u>\$ 5,608.60</u>	<u>\$ 4,294.11</u>	as of 12/31/2022
Other deposits to date	\$ -	\$ -	as of 1/15/2023
Disbursements to date	\$ -	\$ -	as of 1/15/2023
Total book balance as 1/12/2024	<u>\$ 5,608.60</u>	<u>\$ 4,294.11</u>	as of 1/15/2023

10.2. Financial Claims

Checking Account: 1

GENERAL CHECKING

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
DEC2023	12/28/2023		SG285404: Gas services - Trans House	01 2610 621 001	132.17
DEC2023	12/28/2023		BHE350720: Gas services - FB Stadium	01 2610 621 001	206.11
DEC2023	12/28/2023		BHE363178: Gas services - HS	01 2610 621 001	3,882.73
DEC2023	12/28/2023		BHE363178: Gas services - MS	01 2610 621 002	3,882.73
DEC2023	12/28/2023		BHE363102: Gas services - EL	01 2610 621 004	2,276.28
DEC2023	12/28/2023		SG584718: Gas services - CEEC	01 2610 621 005	689.27

Check Total: 11,069.29

Check Number: 616

Check Type: Automatic Payment Check Date: 01/15/2024 Vendor: PUMPPANTRY

PUMP & PANTRY

Check Total: 3,810.21

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
94190537	12/31/2023		Driver's Education - Fuel	01 1300 610 001	0.00
94190537	12/31/2023		#204 - Fuel	01 2650 626 000	0.00
94190537	12/31/2023		#102 - Fuel	01 2650 626 000	16.33
94190537	12/31/2023		#201 - Fuel	01 2650 626 000	0.00
94190537	12/31/2023		#202 - Fuel	01 2650 626 000	0.00
94190537	12/31/2023		#206 - Fuel	01 2650 626 000	129.62
94190537	12/31/2023		New cards shipping	01 2710 610 000	0.00
94190537	12/31/2023		#93A - Fuel	01 2710 626 000	0.00
94190537	12/31/2023		#312 - Fuel	01 2710 626 000	534.34
94190537	12/31/2023		#314 - Fuel	01 2710 626 000	513.60
94190537	12/31/2023		Card replacement fee	01 2710 626 000	0.00
94190537	12/31/2023		#303 - Fuel	01 2710 626 000	579.41
94190537	12/31/2023		#122 - Fuel	01 2710 626 000	87.86
94190537	12/31/2023		#123 - Fuel	01 2710 626 000	123.62
94190537	12/31/2023		#311 - Fuel	01 2710 626 000	525.09
94190537	12/31/2023		Rebates and reversals	01 2710 626 000	0.00
94190537	12/31/2023		#117 - Fuel	01 2710 626 000	0.00
94190537	12/31/2023		#308 - Fuel	01 2710 626 000	61.70
94190537	12/31/2023		#309 - Fuel	01 2710 626 000	0.00
94190537	12/31/2023		#116 - Fuel	01 2710 626 000	0.00
94190537	12/31/2023		#114 - Fuel	01 2710 626 000	0.00
94190537	12/31/2023		#304 - Fuel	01 2710 626 000	0.00
94190537	12/31/2023		#305 - Fuel	01 2710 626 000	0.00
94190537	12/31/2023		#119 - Fuel	01 2710 626 000	10.82
94190537	12/31/2023		#310 - Fuel	01 2710 626 000	697.73
94190537	12/31/2023		#120 - Fuel	01 2710 626 000	145.55
94190537	12/31/2023		#121 - Fuel	01 2710 626 000	18.58
94190537	12/31/2023		#306 - Fuel	01 2710 626 000	0.00
94190537	12/31/2023		#300 - Fuel	01 2710 626 000	0.00
94190537	12/31/2023		#118 - Fuel	01 2710 626 000	126.08
94190537	12/31/2023		#302 - Fuel	01 2710 626 000	144.08

Detail Check Register

Unposted; Batch Description JANUARY 2024 CHECKS

Checking Account: 1

GENERAL CHECKING

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount	Check Total:
94190537	12/31/2023		#307 - Fuel	01 2712 626 000	95.80	
94190537	12/31/2023		#111 - Fuel	01 2712 626 000	0.00	
94190537	12/31/2023		#110 - Fuel	01 2712 626 000	0.00	
Check Number: 617	Check Type: Automatic Payment	Check Date: 01/15/2024	Vendor: VERIZON	VERIZON WIRELESS		Check Total: 160.04
9951413044	12/10/2023		Cellular Services- Nov 2023-Dec 2023	01 2510 382 000	160.04	
Check Number: 29743	Check Type: Check	Check Date: 01/15/2024	Vendor: 222HARD	222 HARDWARE		Check Total: 172.69
2312-231028	12/07/2023		Poplar dowel	01 1100 610 002 0007	1.79	
2312-231028	12/07/2023		Ball 12 pk mason jar	01 1100 610 002 0007	14.99	
2312-231119	12/08/2023		Misc fasteners	01 2610 610 004	7.96	
2312-231981	12/18/2023		HDML ext connector	01 2580 650 004	9.99	
2401-233239	01/02/2024		Picture hang strips	01 2610 610 001	8.99	
2401-233239	01/02/2024		Picture strips	01 2610 610 001	13.99	
2401-233453	01/04/2024		Edgeguard DLX spreader	01 2630 610 005	100.99	
2401-233536	01/05/2024		12PK lg wht pic strips	01 2610 610 001	13.99	
Check Number: 29744	Check Type: Check	Check Date: 01/15/2024	Vendor: ACHIINC	ACHIEVE INC		Check Total: 5,931.00
64719	08/15/2023	CCS32495	Actively Learn Renewal	01 1100 643 001	2,965.50	
64719	08/15/2023	CCS32495	Actively Learn Renewal	01 1100 643 002	2,965.50	
Check Number: 29745	Check Type: Check	Check Date: 01/15/2024	Vendor: AMAZON	AMAZON.COM		Check Total: 650.72
112-0640421-7497068	12/28/2023	CCS32669	2000 PLUS 12-in-1 Self Inking Date and M	01 2320 610 000	14.61	
112-5440867-2201814	11/30/2023	CCS32645	Craft Ink Pad Washable for Rubber Stamps	01 6988 610 004	28.99	
112-5440867-2201814	11/30/2023	CCS32645	Fstaor Craft Large Ink Pad Rainbow	01 6988 610 004	19.98	
112-5440867-2201814	11/30/2023	CCS32645	Fstaor Finger Washable Ink Pads	01 6988 610 004	9.99	
112-5440867-2201814	11/30/2023	CCS32645	Maxworks 80774 3 shelf Utility Plastic C	01 6988 610 004	139.98	
112-5440867-2201814	11/30/2023	CCS32645	Party Lights, DJ Disco Lights	01 6988 610 004	37.88	
112-5440867-2201814	11/30/2023	CCS32645	Shipping	01 6988 610 004	6.99	
112-6230879-3038619	12/13/2023	CCS32662	Wall Mount for TV	01 2120 610 002	85.98	
112-7568117-6881829	12/14/2023	CCS32666	Ear Buds for Academic Success	01 2120 610 002	79.90	
112-9766473-79650371	11/28/2023	CCS32647	Jexine 100 pcs. Non Woven Red Gift Bags	01 6988 610 004	45.99	
112-9766473-79650371	11/28/2023	CCS32647	Liliful 12 Pack DIY Christmas Stockings	01 6988 610 004	101.98	
112-9766473-79650371	11/28/2023	CCS32647	Shipping	01 6988 610 004	2.49	
114-7862240-9481860	12/08/2023	CCS32659	Google Chromecast with Google TV (4K)	01 2580 650 000	75.96	
Check Number: 29746	Check Type: Check	Check Date: 01/15/2024	Vendor: AMPLIFY	AMPLIFY		Check Total: 181.44
INV233988	12/19/2023	CCS32668	CKLA 2nd Edition G2 Skills Activity Book	01 1100 640 004	84.00	

Checking Account: 1

GENERAL CHECKING

INV233988	12/19/2023	CCS32668	CKLA 2nd Edition G2 Skills Activity Book	01 1100 640 004	84.00
INV233988	12/19/2023	CCS32668	Shipping	01 1100 640 004	13.44

Check Number: 29747 Check Type: Check Check Date: 01/15/2024 Vendor: CARDMEMB CARDMEMBER SERVICES Check Total: 2,848.27

<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>
102000733348812	12/08/2023	CCS32661	Target: Motorola Solutions Talkabout	01 2670 610 000	199.98
102000733348812	12/08/2023	CCS32661	Target: Motorola Solutions Talkabout	01 2670 610 000	199.98
1031	11/27/2023	CCS32650	Mr Circuit Lab 1 - STEM - Study Learn Ba	01 1100 610 002 0007	310.00
1031	11/27/2023	CCS32650	Mr. Circuit: Shipping	01 1100 610 002 0007	22.33
136472507	11/27/2023		DHHS: Background checks	01 6968 340 004	4.00
249318950	11/28/2023	CCS32651	TPT: Huellas 1 Curriculum	01 1100 641 001	160.50
303DE0B4-0003	11/30/2023		Garbanzo: Subscription renewal	01 1100 610 001	74.50
303DE0B4-0003	11/30/2023		Garbanzo: Subscription renewal	01 1100 610 002	74.50
31076398	12/05/2023	CCS32654	Algae Beads, Chlorella, Living, Pack of	01 1100 610 001	36.00
31076398	12/05/2023	CCS32654	Shipping	01 1100 610 001	16.95
40886864967816166996	12/08/2023	CCS32627	Walmart: Q2 projects	01 1100 610 001 0006	433.37
840-56801006-2-23213	11/30/2023		USPS: Postage to mail to DHHS	01 6968 531 004	3.66
BD5C6E37-0053	12/14/2023		EDPuzzle: Monthly subscription	01 1100 610 002	9.50
DEC2023	11/27/2023		Annual membership fee	01 2510 810 000	50.00
MA_43746037	01/10/2024	CCS32566	Hilton: Hotel 2023 State Ed Conf-K Goff	01 2310 580 000	317.00
MA_43746037	01/10/2024	CCS32566	Hilton: Hotel 2023 State Ed Conf-W Geig	01 2310 580 000	302.00
MA_43746037	01/10/2024	CCS32566	Hilton: Hotel 2023 State Ed Conf-M Star	01 2310 580 000	317.00
MA_43746037	01/10/2024	CCS32566	Hilton: Hotel 2023 State Ed Conf- J For	01 2320 580 000	317.00

Check Number: 29748 Check Type: Check Check Date: 01/15/2024 Vendor: COACMAST COACH MASTER'S, INC. Check Total: 1,787.96

<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>
3935	12/22/2023		#303 DOT; oil leak; windshield replace	01 2730 431 000	1,787.96

Check Number: 29749 Check Type: Check Check Date: 01/15/2024 Vendor: COOPPROD Cooperative Producers, Inc. Check Total: 1,506.75

<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>
139354	12/27/2023	CCS32610	Pallet of Ice Melt for the District	01 2630 610 000	1,506.75

Check Number: 29750 Check Type: Check Check Date: 01/15/2024 Vendor: COZAAUTO COZAD AUTO SUPPLY Check Total: 126.64

<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>
844617	12/01/2023		Tee	01 2630 610 000	2.43
844617	12/01/2023		Tubing	01 2630 610 000	3.66
846018	12/27/2023		Snow plow fluid	01 2630 610 000	74.28
846018	12/27/2023		Deicer wash	01 2710 610 000	4.49
846167	12/29/2023		#307 clr mkr lamp	01 2710 610 000	39.22
846167	12/29/2023		#307 snap terminal	01 2710 610 000	2.56

Check Number: 29751 Check Type: Check Check Date: 01/15/2024 Vendor: CCSACTIVIT Cozad Community Schools Check Total: 19.89

<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>
-----------------------	---------------------	------------------	---------------------------	--------------------------------	----------------------

Checking Account: 1		GENERAL CHECKING					
9943542-1	11/15/2023		Welding supplies-reimburse woods activit	01 1100 610 001 0009		19.89	
Check Number: 29752	Check Type: Check	Check Date: 01/15/2024	Vendor: CULLIGAN	CULLIGAN	Check Total:	511.28	
<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>		
DEC2023	12/27/2023	CCS32663	Pallet of Salt for the District	01 2610 610 000	488.25		
DEC23	12/27/2023		Water for Alternative Ed-Dec	01 1160 610 001	23.03		
Check Number: 29753	Check Type: Check	Check Date: 01/15/2024	Vendor: DEESFLOR	Dee's Floral & Gifts LLC	Check Total:	120.00	
<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>		
49133	11/30/2023	CCS32660	Flower arrangement for Activities class	01 1100 610 002 0007	120.00		
Check Number: 29754	Check Type: Check	Check Date: 01/15/2024	Vendor: FRESIDEA	Fresh Ideas Management LLC	Check Total:	487.62	
<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>		
OCT2023	10/30/2023		Lunch for Freshmen/Sponsors @ Mid-Plains	01 3400 610 001	487.62		
Check Number: 29755	Check Type: Check	Check Date: 01/15/2024	Vendor: GOTHHIGH	Gothenburg Public Schools	Check Total:	545.70	
<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>		
SEPT23-DEC23	01/01/2024		Mileage	01 1291 580 005	57.20		
SEPT23-DEC23	01/01/2024		Resource-C Uhrich	01 1291 591 005	124.00		
SEPT23-DEC23	01/01/2024		Speech therapy services-C Uhrich	01 2152 591 005	162.00		
SEPT23-DEC23	01/01/2024		Occupational therapy services-C Uhrich	01 2162 320 005	162.00		
SEPT23-DEC23	01/01/2024		Physical therapy services-C Uhrich	01 2172 591 005	40.50		
Check Number: 29756	Check Type: Check	Check Date: 01/15/2024	Vendor: HAYNCARR	Carrie Haynie	Check Total:	11.92	
<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>		
DEC2023	01/10/2024		Reimburse mileage-OCT23 to DEC23	01 2510 333 000	11.92		
Check Number: 29757	Check Type: Check	Check Date: 01/15/2024	Vendor: HENDROGE	Roger Henderson	Check Total:	64.00	
<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>		
82377812	12/26/2023		Reimburse CDL	01 2710 810 000	64.00		
Check Number: 29758	Check Type: Check	Check Date: 01/15/2024	Vendor: HOEHKYLE	Kyle Hoehner	Check Total:	68.76	
<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>		
CELLJAN24	12/27/2023		Reimburse cellphone-Jan	01 2410 291 004	68.76		
Check Number: 29759	Check Type: Check	Check Date: 01/15/2024	Vendor: HOMAJEAN	JEANNIE HOMAN	Check Total:	686.15	
<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>		
DEC2023	12/15/2023		Accompanst-MS 11-14 to 12-15	01 1100 340 002 0003	556.85		
DEC2023	12/15/2023		Accompanist-EL-11-14 to 12-15	01 1100 340 004 0004	129.30		
Check Number: 29760	Check Type: Check	Check Date: 01/15/2024	Vendor: SUPPWORK	Home Depot U.S.A., Inc.	Check Total:	5,436.49	
<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>		
778623132	12/05/2023	CCS32653	Custodial supplies for the District	01 2610 610 000	4,779.86		
778871525	12/06/2023		Custodial supplies-blue cleaner pads	01 2610 610 000	61.30		
779806496	12/12/2023	CCS32664	Custodial supplies for the District	01 2610 610 000	261.69		

Detail Check Register

Unposted; Batch Description JANUARY 2024 CHECKS

Checking Account: 1		GENERAL CHECKING				
<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>	
780707998	12/18/2023	CCS32653	Custodial supplies for the District	01 2610 610 000	60.00	
781147632	12/20/2023	CCS32653	Custodial supplies for the District	01 2610 610 000	153.70	
781685151	12/26/2023	CCS32653	Custodial supplies for the District	01 2610 610 000	119.94	
Check Number: 29761	Check Type: Check	Check Date: 01/15/2024	Vendor: HOMELEAS	HOMETOWN LEASING	Check Total:	1,567.59
054	01/01/2024	Acct#12795322-Leasing of Printer Equip		01 2510 443 000	1,567.59	
Check Number: 29762	Check Type: Check	Check Date: 01/15/2024	Vendor: HUNTCLEA	HUNT CLEANERS, INC.	Check Total:	60.13
IN00255617	12/21/2023	72" dust mop drycleaned		01 2620 340 001	8.19	
IN00255617	12/21/2023	36" dust mop drycleaned		01 2620 340 001	7.64	
IN00255617	12/21/2023	24" dust mop drycleaned		01 2620 340 001	9.84	
IN00255617	12/21/2023	72" dust mop drycleaned		01 2620 340 001	8.19	
IN00255617	12/21/2023	24" dust mop drycleaned		01 2620 340 002	6.56	
IN00255617	12/21/2023	48" dust mop drycleaned		01 2620 340 002	15.26	
IN00255617	12/21/2023	Cozad environmental fee		01 2620 340 004	4.45	
Check Number: 29763	Check Type: Check	Check Date: 01/15/2024	Vendor: INTESECU	Integrated Security Solutions, LLC	Check Total:	300.00
20233879	01/01/2024	Fire Alarm Monitoring-DO		01 2610 431 000	75.00	
20233880	01/01/2024	Fire Alarm Monitoring-CEEC		01 2610 431 005	75.00	
20233881	01/01/2024	Fire Alarm Monitoring-EL		01 2610 431 004	75.00	
20233882	01/01/2024	Fire Alarm Monitoring-HS		01 2610 431 001	75.00	
Check Number: 29764	Check Type: Check	Check Date: 01/15/2024	Vendor: JAYMBUSI	Jaymar Business Forms, Inc.	Check Total:	144.00
063640	12/27/2023	W-2s and envelopes		01 2510 610 000	144.00	
Check Number: 29765	Check Type: Check	Check Date: 01/15/2024	Vendor: JOHNSPOT	Johnny on the Spot	Check Total:	340.25
69142	12/31/2023	Sewer machine-HS locker room		01 2620 431 001	243.50	
69144	12/31/2023	Repairs HS locker room		01 2620 431 001	96.75	
Check Number: 29766	Check Type: Check	Check Date: 01/15/2024	Vendor: LAMPE	LAMPE'S CLEAN AIR SPECIALISTS	Check Total:	2,190.45
473537	12/21/2023	Filters for the District		01 2610 610 000	2,190.45	
Check Number: 29767	Check Type: Check	Check Date: 01/15/2024	Vendor: MATHESON	MATHESON TRI-GAS, INC.	Check Total:	209.57
52272313	12/31/2023	Acetylene		01 1100 610 001 0009	26.94	
52272313	12/31/2023	C-25 High Grade AWS		01 1100 610 001 0009	107.76	
52272313	12/31/2023	Oxygen 251 CF		01 1100 610 001 0009	26.94	
52272313	12/31/2023	Hazardous Materials Charge		01 1100 610 001 0009	20.99	

Checking Account: 1		GENERAL CHECKING			
52272313	12/31/2023		Argon 155 CF	01 1100 610 001 0009	26.94
Check Number: 29768	Check Type: Check	Check Date: 01/15/2024	Vendor: MCGRHILL	MCGRAW-HILL SCHOOL EDUCATION HOLDINGS, LLC	Check Total: 22,398.00
<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>
130757460001	11/30/2023	CCS32648	ALEKS- online math program for 6-12	01 1100 641 001	8,929.75
130757460001	11/30/2023	CCS32648	ALEKS-online math program for 6-12	01 1100 641 002	8,929.75
130757460001	11/30/2023	CCS32648	ALEKS-online math program for 6-12	01 3535 641 001	1,785.95
130757460001	11/30/2023	CCS32648	ALEKS-1 yr PD	01 3535 641 001	483.30
130757460001	11/30/2023	CCS32648	ALEKS-online math program for 6-12	01 3535 641 002	1,785.95
130757460001	11/30/2023	CCS32648	ALEKS- 1 yr PD	01 3535 641 002	483.30
Check Number: 29769	Check Type: Check	Check Date: 01/15/2024	Vendor: MEADLUMB	MEAD LUMBER CO	Check Total: 220.38
<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>
10020070	12/05/2023		Pine for MS activities class	01 1100 610 002 0007	65.73
10114300	01/03/2024		Welding classroom supplies	01 1100 610 001 0009	154.65
Check Number: 29770	Check Type: Check	Check Date: 01/15/2024	Vendor: MIDWFLOO	MIDWEST FLOOR SPECIALISTS, INC.	Check Total: 1,640.00
<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>
261	12/29/2002		Labor/mat to refinish EL floor	01 2620 431 004	1,640.00
Check Number: 29771	Check Type: Check	Check Date: 01/15/2024	Vendor: MOHLAMY	Amy Mohler	Check Total: 28.49
<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>
DEC2023	12/22/2023		Mileage 12.1.23 through 12.22.23	01 2650 333 000	28.49
Check Number: 29772	Check Type: Check	Check Date: 01/15/2024	Vendor: NASB	NE ASSOCIATION OF SCHOOL BOARDS	Check Total: 3,996.78
<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>
49252	12/05/2023		Legislative Issues Conf-J Ford	01 2320 330 000	110.00
49321	12/13/2023		Legislative Issues Conf-K Goff	01 2310 330 000	110.00
49321	12/13/2023		Legislative Issues Conf-K Goff-meal	01 2310 580 000	60.00
49381	12/20/2023		Supt Eval Online Service	01 2310 330 000	400.00
49446	12/21/2023		Board Retreat-12/14/23	01 2310 330 000	800.00
49446	12/21/2023		Board Retreat-12/14/23-mileage	01 2310 580 000	238.42
49446	12/21/2023		Board Retreat-12/14/23-meals	01 2310 580 000	12.20
49456	12/21/2023		Board Retreat-9/11/23	01 2310 330 000	800.00
49456	12/21/2023		Board Retreat-9/11/23-mileage	01 2310 580 000	238.42
49456	12/21/2023		Board Retreat-9/11/23-meals	01 2310 580 000	20.72
49466	12/21/2023		Board Retreat-7/25/2023	01 2310 330 000	800.00
49466	12/21/2023		Supt Goal Development-7/25/23	01 2310 330 000	150.00
49466	12/21/2023		Board Retreat-7/25/23-mileage	01 2310 580 000	238.42
49466	12/21/2023		Board Retreat-7/25/23-meals	01 2310 580 000	18.60
Check Number: 29773	Check Type: Check	Check Date: 01/15/2024	Vendor: ONESOUR	ONE SOURCE	Check Total: 24.00
<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>

Checking Account: 1		GENERAL CHECKING				
2022145653	01/01/2024		957510-P Ureste	01 2570 340 004		24.00
Check Number: 29774	Check Type: Check	Check Date: 01/15/2024	Vendor: PERFTRUC	PERFORMANCE TRUCK & TRAILER REPAIR	Check Total:	310.80
<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>	
15735	12/01/2023		#308 Check front end noise	01 2730 431 000		310.80
Check Number: 29775	Check Type: Check	Check Date: 01/15/2024	Vendor: PERRGUTH	PERRY, GUTHERY, HAASE & GESSFORD, P.C., L.L.O.	Check Total:	2,720.00
<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>	
110	12/15/2023		Legal services	01 2330 317 000		2,720.00
110	12/15/2023		11/20 Email to board members	01 2330 317 000		0.00
110	12/15/2023		11/27 Email to lessee attorney	01 2330 317 000		0.00
110	12/15/2023		11/28 Email roof consultant	01 2330 317 000		0.00
110	12/15/2023		11/29 Emal lessee atty re lease	01 2330 317 000		0.00
110	12/15/2023		11/30 Email roof consultant; email board	01 2330 317 000		0.00
110	12/15/2023		12/4Email board re roof;review personnel	01 2330 317 000		0.00
110	12/15/2023		12/5 Email JE re personnel;Email JF roof	01 2330 317 000		0.00
110	12/15/2023		12/6 Email JF re committee mtg;email brd	01 2330 317 000		0.00
110	12/15/2023		12/8 Email board member re roof inspect	01 2330 317 000		0.00
110	12/15/2023		12/11 Review email re roof inspection	01 2330 317 000		0.00
110	12/15/2023		12/12 Review req Amer Trans-draft respon	01 2330 317 000		0.00
110	12/15/2023		12/13 Email lessee atty; email JF; cc	01 2330 317 000		0.00
110	12/15/2023		12/14 Review summary ltr; email board	01 2330 317 000		0.00
Check Number: 29776	Check Type: Check	Check Date: 01/15/2024	Vendor: REALGREA	Really Great Reading	Check Total:	659.34
<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>	
45477	12/28/2023	CCS32667	This is a tier 1 intervention for kinder	01 1100 640 004		659.34
Check Number: 29777	Check Type: Check	Check Date: 01/15/2024	Vendor: RICHBREN	Brenna Richie	Check Total:	67.01
<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>	
OCT23-DEC23	01/10/2024		Mileage 10.19.23 to 12.28.23	01 2650 333 000		67.01
Check Number: 29778	Check Type: Check	Check Date: 01/15/2024	Vendor: SCHOLAST	Scholastic Inc.	Check Total:	48.51
<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>	
M385597	11/21/2023		Classroom materials	01 1200 640 002		48.51
Check Number: 29779	Check Type: Check	Check Date: 01/15/2024	Vendor: SONNYS	Sonny's Super Foods	Check Total:	367.37
<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>	
DEC23-1	01/05/2024	CCS32627	Q2 projects: Smoothies, Biscuit making,	01 1100 610 001 0006		5.18
DEC23-1	01/05/2024	CCS32627	Q2 projects	01 1100 610 001 0006		17.94
DEC23-2	01/05/2024	CCS32636	Supplies for 2nd Quarter	01 1100 610 002 0006		15.61
DEC23-2	01/05/2024	CCS32636	Supplies for 2nd Quarter	01 1100 610 002 0006		39.07
DEC23-2	01/05/2024	CCS32636	Supplies for 2nd Quarter	01 1100 610 002 0006		11.02

Detail Check Register

Unposted; Batch Description JANUARY 2024 CHECKS

Checking Account: 1

GENERAL CHECKING

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
DEC23-2	01/05/2024	CCS32636	Supplies for 2nd Quarter	01 1100 610 002 0006	167.72
DEC23-3	01/05/2024	CCS32482	Classroom supplies	01 1190 610 005	13.70
DEC23-3	01/05/2024	CCS32482	Classroom supplies	01 1190 610 005	12.27
DEC23-3	01/05/2024	CCS32482	Classroom supplies	01 1190 610 005	10.87
DEC23-4	01/05/2024		Supplies-Board Retreat-water, crackers	01 2310 610 000	11.98
DEC23-5	01/05/2024		Cooking in TLC room	01 1200 610 002	17.05
DEC23-6	01/05/2024		Coffee and water for DO	01 2320 610 000	10.49
DEC23-7	01/05/2024		Water for interviews	01 2320 610 000	16.49
DEC23-8	01/05/2024		Coffee	01 1100 610 001	17.98
Check Number: 29780 Check Type: Check Check Date: 01/15/2024 Vendor: SPARDATA SPARQ DATA SOLUTIONS, INC.					Check Total: 4,712.00
<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>
3280	12/18/2023		Meeting Sub renewal(4/1/24 thru 3/31/25)	01 2310 610 000	2,600.00
3280	12/18/2023		Negotiations renewal	01 2310 610 000	2,112.00
Check Number: 29781 Check Type: Check Check Date: 01/15/2024 Vendor: SYNDPUBL Syndicate Publishing					Check Total: 238.07
<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>
15290	12/14/2023		12/14 Notice of December 18 Meeting	01 2310 540 000	8.51
15333	12/21/2023		12/21 Minutes of December 14 Meeting	01 2310 540 000	11.78
15467	01/04/2024		1/4 Notice of January 8 Board Workshop	01 2310 540 000	9.16
15467	01/04/2024		1/4 Minutes of December 18 Meeting	01 2310 540 000	73.62
2312053	12/29/2023		12/28 Employment opportunities	01 2570 540 000	135.00
Check Number: 29782 Check Type: Check Check Date: 01/15/2024 Vendor: TTLAWNCA T & T Lawncare LLC					Check Total: 720.00
<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>
7090	12/01/2023		Spraying football field-5th app	01 2630 431 001	720.00
Check Number: 29783 Check Type: Check Check Date: 01/15/2024 Vendor: ULINE ULINE					Check Total: 46.50
<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>
171798198	12/06/2023		Casters	01 2610 610 004	46.50
Check Number: 29784 Check Type: Check Check Date: 01/15/2024 Vendor: YILK Jeremy Yilk					Check Total: 75.00
<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>
CELLDEC23	01/10/2024		Reimburse cellphone-Dec	01 2490 291 001	75.00
Check Number: 13220 Check Type: Direct Deposit Check Date: 01/15/2024 Vendor: BOPW BOARD OF PUBLIC WORKS					Check Total: 19,038.17
<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>
DEC2023	01/01/2024		13475: Water - DO	01 2610 410 000	31.10
DEC2023	01/01/2024		13475: Sewer - DO	01 2610 410 000	62.52
DEC2023	01/01/2024		1166: Water - HS	01 2610 410 001	86.00
DEC2023	01/01/2024		1166: Sewer - HS	01 2610 410 001	100.43
DEC2023	01/01/2024		7693: Water - Transition House	01 2610 410 001	19.90
DEC2023	01/01/2024		7693: Sewer - Transition House	01 2610 410 001	35.43
DEC2023	01/01/2024		5862: Water - MS	01 2610 410 002	51.80

Checking Account: 1

GENERAL CHECKING

DEC2023	01/01/2024	5862: Sewer - MS	01 2610 410 002	62.93
DEC2023	01/01/2024	5679: Water - EL	01 2610 410 004	87.80
DEC2023	01/01/2024	5679: Sewer - EL	01 2610 410 004	110.85
DEC2023	01/01/2024	6160: Water - EL Sprinklers	01 2610 410 004	0.00
DEC2023	01/01/2024	53: Water - CEEC - Soccer Field	01 2610 410 005	0.00
DEC2023	01/01/2024	309: Water - CEEC	01 2610 410 005	39.20
DEC2023	01/01/2024	309: Sewer - CEEC	01 2610 410 005	49.18
DEC2023	01/01/2024	13475: Sanitation - DO	01 2610 420 000	21.50
DEC2023	01/01/2024	1166: Sanitation - HS	01 2610 420 001	473.00
DEC2023	01/01/2024	7693: Sanitation - Transition House	01 2610 420 001	17.20
DEC2023	01/01/2024	5862: Sanitation - MS	01 2610 420 002	107.50
DEC2023	01/01/2024	5679: Sanitation - EL	01 2610 420 004	215.00
DEC2023	01/01/2024	309: Sanitation - CEEC	01 2610 420 005	64.50
DEC2023	01/01/2024	13475: Electricity - DO	01 2610 621 000	3,224.48
DEC2023	01/01/2024	7693: Electricity - Transition House	01 2610 621 001	66.57
DEC2023	01/01/2024	2496: Electricity - Concessions	01 2610 621 001	103.41
DEC2023	01/01/2024	1168: Electricity - Stadium	01 2610 621 001	233.34
DEC2023	01/01/2024	1170: Electricity - Stadium Well	01 2610 621 001	29.37
DEC2023	01/01/2024	1166:Electricity HS	01 2610 621 001	5,521.86
DEC2023	01/01/2024	5862: Electricity - MS	01 2610 621 002	2,596.19
DEC2023	01/01/2024	6653: Electricity - EL Garage/Greenhouse	01 2610 621 004	325.87
DEC2023	01/01/2024	5679: Electricity - EL	01 2610 621 004	4,286.25
DEC2023	01/01/2024	8404: Electricity - CEEC Modular	01 2610 621 005	398.60
DEC2023	01/01/2024	309: Electricity - CEEC	01 2610 621 005	616.39

Check Number: 13221 Check Type: Direct Deposit Check Date: 01/15/2024 Vendor: COZAHOSP COZAD COMMUNITY HOSPITAL Check Total: 3,348.54

<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>
12282023	12/28/2023		Occupational Therapy Services-School Age	01 2161 320 001	27.00
12282023	12/28/2023		Occupational Therpay Services-School Age	01 2161 320 002	0.00
12282023	12/28/2023		Occupational Therapy Services-School Age	01 2161 320 004	1,674.00
12282023	12/28/2023		Planning time	01 6408 320 000	283.77
12282023	12/28/2023		Occupational Therapy Services-Age 3-4	01 6408 320 005	513.00
12282023	12/28/2023		Occupational Therapy Services - Birth-2	01 6408 320 005	128.25
12282023PT	12/28/2023		Physical Therapy Services-School Age	01 2171 320 001	40.50
12282023PT	12/28/2023		Physical Therapy Services-School Age	01 2171 320 004	243.00
12282023PT	12/28/2023		Planning time	01 6408 320 000	67.72
12282023PT	12/28/2023		Physical Therapy Services - Birth-2	01 6408 320 005	202.50
12282023PT	12/28/2023		Physical Therapy Services-Age 3-5	01 6408 320 005	168.80

Check Number: 13222 Check Type: Direct Deposit Check Date: 01/15/2024 Vendor: COZASERV COZAD SERVICES, INC. Check Total: 1,798.28

<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>
163665	12/07/2023		Repair heating unti by art room	01 2620 431 002	80.00

Checking Account: 1		GENERAL CHECKING					
163666	12/19/2023		Repair heater in gym	01 2620 431 000		85.00	
163672	12/06/2023		Install condensate kit on wtr heater	01 2620 431 001		690.70	
163673	12/15/2023		Cleaned ice machine-tape room	01 2620 431 001		451.28	
163673	12/15/2023		Adjust ice thickness-tape room	01 2620 431 001		120.00	
163673	12/15/2023		Check ice machine-evaporator coil bad	01 2620 431 001		80.00	
2647	12/21/2023		Glycol-8 gallons	01 2620 610 004		263.22	
2650	12/22/2023		Filters	01 2620 610 001		28.08	
Check Number: 13223	Check Type: Direct Deposit	Check Date: 01/15/2024	Vendor: COZATELE	COZAD TELEPHONE CO.	Check Total:		1,530.89
<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>		
DEC2023	01/01/2024		Telephone Services-Dec 2023	01 2560 382 000	1,530.89		
Check Number: 13224	Check Type: Direct Deposit	Check Date: 01/15/2024	Vendor: DASSTATE	DAS STATE ACCOUNTING - CENTRAL FINANCE	Check Total:		572.94
<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>		
1407139	01/11/2024		Network NE Fees; Dec Interregional Fee	01 2560 382 000	12.63		
1407139	01/11/2024		Network NE Fees; Participation Fee	01 2560 382 000	255.00		
1407139	01/11/2024		E-Rate Circuit Cost Recovery	01 2560 382 000	305.31		
Check Number: 13225	Check Type: Direct Deposit	Check Date: 01/15/2024	Vendor: DAWSPST	DAWSON PEST CONTROL	Check Total:		198.10
<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>		
26112	12/27/2023		Interior Spray all building	01 2610 431 000	198.10		
Check Number: 13226	Check Type: Direct Deposit	Check Date: 01/15/2024	Vendor: EAKESKE	EAKES OFFICE PLUS - KEARNEY	Check Total:		11,248.18
<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>		
8850665-0	12/18/2023		Toner-Black-Service & Supply Agrmt	01 2530 550 004	0.00		
8850665-0	12/18/2023		Toner-Cyan-Service & Supply Agrmt	01 2530 550 004	0.00		
8850665-0	12/18/2023		Toner-Magenta-Service & Supply Agrmt	01 2530 550 004	0.00		
8850665-0	12/18/2023		Toner-Yellow-Service & Supply Agrmt	01 2530 550 004	0.00		
8850665-0	12/18/2023		Toner-Black-Service & Supply Agrmt	01 2530 550 004	0.00		
8850665-0	12/18/2023		Waste Toner Box-Service & Supply Agrmt	01 2530 550 004	0.00		
8851394-0	12/22/2023		Cartridge-Reman-Service & Supply Agrmt	01 2530 550 002	0.00		
INV513837	12/17/2023		Contract base rate-DocMgt-Dec	01 2510 643 000	298.00		
INV517872	01/01/2024		Administrative Charge	01 2530 550 000	3.50		
INV517872	01/01/2024		129855: DO BW Copies	01 2530 550 000	119.46		
INV517872	01/01/2024		129855: DO Color Copies	01 2530 550 000	147.74		
INV517872	01/01/2024		129829: HS Faculty Lounge BW Copies	01 2530 550 001	705.22		
INV517872	01/01/2024		129853: HS Office BW Copies	01 2530 550 001	248.48		
INV517872	01/01/2024		129853: HS Office Color Copies	01 2530 550 001	1,178.26		
INV517872	01/01/2024		129856: MS Lounge BW Copies	01 2530 550 002	251.10		
INV517872	01/01/2024		129856: MS Lounge Color Copies	01 2530 550 002	1,077.91		
INV517872	01/01/2024		129886: MS Library BW Copies	01 2530 550 002	504.65		
INV517872	01/01/2024		129857: EL Office BW Copies	01 2530 550 004	633.21		

Checking Account: 1 GENERAL CHECKING

INV517872	01/01/2024	129857: EL Office Color Copies	01 2530 550 004	3,248.64
INV517872	01/01/2024	129883: EL Teach Lounge BW Copies	01 2530 550 004	466.49
INV517872	01/01/2024	129884: EL North Work room BW Copies	01 2530 550 004	856.52
INV517872	01/01/2024	129854: CEEC BW Copies	01 2530 550 005	114.48
INV517872	01/01/2024	129854: CEEC Color Copies	01 2530 550 005	1,394.52

Check Number: 13227 Check Type: Direct Deposit Check Date: 01/15/2024 Vendor: ESU10 EDUCATIONAL SERVICE UNIT #10 Check Total: 24,898.36

<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>
12202023	12/20/2023		Deaf Education Secondary Billing	01 2151 591 001	215.36
12202023	12/20/2023		Speech SA Secondary Billing	01 2151 591 001	2,138.81
12202023	12/20/2023		Audiology School Age Sec Billing	01 2151 591 001	117.48
12202023	12/20/2023		Audiology School Age Sec Billing	01 2151 591 002	117.49
12202023	12/20/2023		Speech SA Secondary Billing	01 2151 591 002	2,138.81
12202023	12/20/2023		Deaf Education Secondary Billing	01 2151 591 002	215.37
12202023	12/20/2023		Speech SA Elementary Billing	01 2151 591 004	4,558.34
12202023	12/20/2023		Audiology School Age Elem Billing	01 2151 591 004	234.97
12202023	12/20/2023		Deaf Education Elementary Billing	01 2151 591 004	1,290.81
12202023	12/20/2023		Audiology Ages 3-4 Billing	01 2152 591 005	58.74
12202023	12/20/2023		Speech Ages 3-4 Billing	01 2152 591 005	6,884.29
12202023	12/20/2023		Speech Birth-2 Billing	01 2153 591 000	5,667.85
12202023	12/20/2023		Audiology Birth-2 Billing	01 2153 591 000	58.74
12202023	12/20/2023		SpEd Supplemental Supervision Billing	01 6408 591 001	239.54
12202023	12/20/2023		Vocational Secondary Billing	01 6408 591 001	331.11
12202023	12/20/2023		Vocational Secondary Billing	01 6408 591 002	331.11
12202023	12/20/2023		SpEd Supplemental Supervision Billing	01 6408 591 002	239.54
24137-1	12/12/2023		Wkshp: Curriculum Dir Ntwk:C Williams	01 2213 330 000	20.00
24137-2	12/12/2023		Wkshp: Title III Winter Mtg-M Kostrunek	01 1150 330 001	20.00
24168	12/18/2023	CCS32625	LAN Manager Registration-P Wolfe	01 2580 330 000	20.00

Check Number: 13228 Check Type: Direct Deposit Check Date: 01/15/2024 Vendor: KSBSCHO KSB SCHOOL LAW Check Total: 250.00

<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>
15435	01/02/2024		2023 PPACA Reporting workshop-flat fee	01 2330 317 000	250.00

Check Number: 13229 Check Type: Direct Deposit Check Date: 01/15/2024 Vendor: PAPETIGE PAPER TIGER SHREDDING Check Total: 243.00

<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>
192199	12/31/2023		Paper Shredding DO	01 2610 420 000	54.00
192199	12/31/2023		Paper Shredding HS	01 2610 420 001	27.00
192199	12/31/2023		Paper Shredding MS	01 2610 420 002	27.00
192199	12/31/2023		Paper Shredding ELEM	01 2610 420 004	108.00
192199	12/31/2023		Paper Shredding CEEC	01 2610 420 005	27.00

Check Number: 13230 Check Type: Direct Deposit Check Date: 01/15/2024 Vendor: GARRTIRE SOUTHSIDE TIRE COMPANY INC Check Total: 62.90

<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>

Checking Account: 1	GENERAL CHECKING						
2162374	01/08/2024		Tire tube repair-JD tractor	01 2630 431 000		62.90	
Check Number: 13231	Check Type: Direct Deposit	Check Date: 01/15/2024	Vendor: TMS	TIME MANAGEMENT SYSTEMS, INC.	Check Total:		192.13
<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>		
300706	01/02/2024		AOD maintenance - Dec 2023	01 2510 643 000	192.13		

*Denotes Expensed Invoice Item

Checking Account ID: 1

Total without Voids: 142,662.55

Detail Check Register
Unposted; Batch Description JANUARY 2024 CHECKS

Checking Account: 6 LUNCH FUND

Check Number:	Check Type:	Check Date:	Vendor:		Check Total:
26600	Check	01/15/2024	AMAZON	AMAZON.COM	14.61
<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>
112-0640421-7497068	12/28/2023	CCS32669	2000 PLUS 12-in-1 Self Inking Date and M	06 3100 610 000	14.61
26601	Check	01/15/2024	HERMMARI	Maria Hermosillo	30.50
<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>
CKOUT	01/10/2024		Reimb lunch account balance	06 1611	30.50
26602	Check	01/15/2024	SUPPWORK	Home Depot U.S.A., Inc.	1,862.56
<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>
778871517	12/06/2023	CCS32656	Supplies for the Kitchen	06 3100 610 000	1,862.56
26603	Check	01/15/2024	JOHNSPOT	Johnny on the Spot	577.50
<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>
69141	12/31/2023		Repair kitchen sink	06 3100 431 001	90.00
69143	12/31/2023		Drain machine-HS kitchen	06 3100 431 001	210.00
69145	12/31/2023		Drain machine-HS kitchen	06 3100 431 001	277.50
26604	Check	01/15/2024	OPAAFOOD	OPAAI FOOD MANAGEMENT OF NEBRASKA, LLC	46,015.23
<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>
NE00053685	12/31/2023		Student Lunches	06 3100 340 000	40,062.95
NE00053685	12/31/2023		Student Breakfasts	06 3100 340 000	7,493.58
NE00053685	12/31/2023		Headstart Breakfasts	06 3100 340 000	415.95
NE00053685	12/31/2023		Snacks	06 3100 340 000	1,629.49
NE00053685	12/31/2023		Ala Carte sales	06 3100 340 000	3,616.52
NE00053685	12/31/2023		Adult Lunches	06 3100 340 000	459.13
NE00053685	12/31/2023		Adult Breakfasts	06 3100 340 000	66.00
NE00053685	12/31/2023		Headstart Lunches	06 3100 340 000	806.29
NE00053685	12/31/2023		Headstart Adult Lunches	06 3100 340 000	200.87
NE00053685	12/31/2023		Headstart Adult Breakfasts	06 3100 340 000	120.52
NE00053685	12/31/2023		Commodity credit	06 3100 340 000	(8,856.07)
54	Direct Deposit	01/15/2024	COZASERV	COZAD SERVICES, INC.	204.73
<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>
163674	12/15/2023		Replace condenser fan motor-walk-in clr	06 3100 431 001	124.73
163674	12/15/2023		Check leak from dishwasher-tightened fit	06 3100 431 001	80.00

*Denotes Expensed Invoice Item

Checking Account ID: 6

Total without Voids: 48,705.13

Detail Check Register

Posted; Batch Description EMPLOYEE BENEFITS JAN 2024

Checking Account: 3

EMPLOYEE BENEFIT

Check Number: 1093	Check Type: Automatic Payment	Check Date: 01/15/2024	Vendor: CCS	Cozad Community Schools	Check Total:	168.00
<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>	
FSA	01/10/2024		Reimburse FSA participant fee x 2	03 2900 340 000	168.00	
Check Number: 1094	Check Type: Automatic Payment	Check Date: 01/15/2024	Vendor: COMMWELL	Community Wellness Center	Check Total:	150.00
<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>	
23-24MEMBERADD	01/01/2024		2023-2024 Additional Membership Stipends	03 2900 890 000	150.00	

*Denotes Expensed Invoice Item

Checking Account ID: 3

Total without Voids: 318.00

11. BUILDING FINANCIAL CLAIMS

11.1. Financial Claims

Checking Account: 8

BUILDING FUND

Check Number: 1067	Check Type: Check	Check Date: 01/15/2024	Vendor: PAULSEN	PAULSEN, INC.	Check Total:	937,438.00
<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>	
2022-16	01/10/2024		2022 Bond CM-App 16	08 4700 450 001	937,438.00	
Check Number: 1068	Check Type: Check	Check Date: 01/15/2024	Vendor: WILKARCH	WILKINS ARCHITECTURE DESIGN PLANNING LLC	Check Total:	17,510.84
<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>	
5834	12/31/2023		HS-Additions & Renovations	08 4700 450 001	10,567.92	
5834	12/31/2023		HS-Additions & Renovations-Reimb	08 4700 450 001	151.74	
5835	12/31/2023		ELEM Additions & Renovations	08 4700 450 004	6,791.18	
5835	12/31/2023		ELEM Additions & Renovations-Reimb	08 4700 450 004	0.00	

*Denotes Expensed Invoice Item

Checking Account ID: 8

Total without Voids: 954,948.84

12. DISCUSS, CONSIDER AND TAKE ACTION ON NEGOTIATED AGREEMENT

**Cozad Community Schools
Negotiated Agreement**

~~(2023-2024)~~

2024-2025

NEGOTIATIONS PROCEDURES

The two parties to this agreement believe the following basic procedures are necessary for good faith bargaining to occur:

- Each party will name a negotiations team and indicate a spokesperson, such information to be given to the other party prior to the first session.
- Either party may request bargaining be opened by contacting the President or spokesperson of the other party.
- Meeting dates and times will be scheduled by mutual consent of the two parties.
- Initial proposals will be given in writing.
- Facts, opinions, proposals and counter-proposals will be freely discussed on good faith during the meetings.
- All participants shall treat each other professionally and respectfully during discussions and shall give due consideration to all proposals.
- Final agreements shall be reduced to writing and signed by both parties.
- The computation of salaries shall be based on the most current staff information *[amended 2002-2003]*.

ARTICLE I

Recognition

The Cozad Education Association will request recognition as the bargaining agent for the certificated staff based upon their organization representing a majority of the certificated staff.

ARTICLE II

Teacher Rights

- A. Nothing contained in this agreement shall be construed to deny any teacher those rights provided under Nebraska law or other applicable laws and regulations. Rights granted to teachers herein shall be deemed to be in addition to those provided elsewhere.
- B. The Board will not discriminate against any teacher with respect to terms and conditions of employment by reason of membership in the Association and its affiliates, participation in collective negotiations with the Board or institution of a grievance under the terms of this agreement.

ARTICLE III

Association Rights

A. Association Use of District Property

Representatives of the Association and its affiliates shall be allowed to conduct Association business on school property during school hours, providing such business does not cause undue interruption of the school program.

The Association shall be allowed the use of the school buildings for meetings, providing that such use does not result in unscheduled maintenance costs, in which case an appropriate fee for that use will be negotiated between the parties to this Agreement.

The Association shall be allowed the use of school equipment, including

typewriters, computers, duplication machines, audio-visual equipment, and the standard office equipment, provided that the Board may assess the Association a reasonable fee for the expendable supplies consumed during such use.

The Association shall be allowed to make reasonable use of the school's communication system, including teachers' mailboxes, intercom, teacher bulletins, etc. Such use shall not cause unnecessary interruption of the education program of the school.

The Association shall not use school equipment, internet access, etc. for political reasons without prior approval and payment for such services.

ARTICLE IV

Salaries

A. Salary Schedule

The salary of each teacher covered by this agreement shall be determined by the salary schedule attached as Appendix A to this agreement.

Salary Schedule Vertical X Horizontal=4.75 X 4.75.

B. Initial Placement

Teachers employed by the school system will receive credit for all *[amended 2008-2009]* years of teaching experience outside the system.

C. Base Salary

The base salary shall be \$38,250 for the ~~2023-2024~~ **2024-2025** school year; see Appendix A for the schedule.

D. Horizontal Movement

- The intent of the school district is that teachers pursue advanced education on degree levels in the subject of their major teaching emphasis. Coursework outside of one's major teaching area must have administrative approval, before salary increments are granted. If questions should arise on the acceptability of a specific course, an appraisal committee of two board members, two association members, and the superintendent will hear the proposal and render a final decision. *[Amended 2002-2003]*
- Hours up to BA+27 will be permitted even though they are not part of an approved program leading toward a Master's degree. Hours after BA+27 must be part of an MA program. *[Amended 2002-2003]*
- Eliminate BA+36. (not retroactive) *[Amended 2002-2003]*
- Add MA+36 to Step 13 *[amended 2008-2009]*
- Add MA+36 to Step 14 *[amended 2012-2013]*
- Teachers will be required to notify the Superintendent of the courses that they intend to take over the summer and be approved by April 1st. Also if teachers intend to move horizontally on the salary schedule due to additional education preparation, this must be stated on the paperwork submitted to the Superintendent. *[amended 2015-2016J]*
- Transcripts evidencing satisfactory completion of hours to be used for salary schedule advancement must be on file in the Superintendent's office by October 1st. If October 1st is on a Saturday or Sunday, the transcripts must be on file the business day prior to October 1st. In the event that a teacher fails to file a transcript as required by this paragraph, such teacher shall not be eligible for

- salary schedule advancement for the current year. *[amended 2015-2016]*
- Hours earned prior to the time a ~~BA or MA degree~~ **teaching certificate** is awarded, ~~which are in excess of the hours required for such a degree~~, shall not be counted for purposes of subsequent horizontal advancement of the salary schedule. *[Amended 2002-2003]*
- **Teachers earning college credit hours will be limited to two horizontal steps in a fiscal year.**
- Teachers who have only a Transitional Permit, Provisional Permit, Career Education Permit, Alternative Teaching Permit (Rule 21, section 005) are not eligible for horizontal advancement or placement on the salary schedule.

E. Vertical Movement

Teachers shall be placed on the proper vertical step in accordance with their experience in the district plus credited prior teaching experience with the exception of:

- BA + 0 Step 1 and 2
- BA + 9 Step 1 and 2
- BA + 18 Step 1

Those listed above shall be paid the salary of BA Step 3. (Amended 2022-2023)
No certificated personnel shall gain more than one year's experience in any year.

F. Advancement in the Absence of a Successor Agreement

Each teacher employed by the District will receive vertical and horizontal advancement if applicable in the event this agreement continues for the following school year in accordance with the provisions of ARTICLE X.

G. Extra Duty

Payment for extra duty assignments shall be in accordance with the extra duty/extra-curricular salary schedule attached as Appendix B. *[amended 2014-2015]*

Columns will be numbered from 1-7, left to right

Coaches and sponsors moving into the district will receive credit for a maximum of 8 years experience at a rate of ½ per year (so a max of 4 years experience would be allowed). If it is an odd number, it will be rounded down.

Coaches and sponsors moving to a higher position (horizontally) within their sport or activity will be frozen one year per column advance (ie. move horizontally three columns, then coach or sponsor is frozen in that placement for three years before advancing vertically).

Experience when moving to a lower column within the same sport or season will be allowed to move horizontally to the equal experience step. They cannot be placed below the bottom step of the column they are assigned.

Coaches and sponsors vacating an assignment and subsequently being assigned to the same assignment retain years of experience.

All extra-duty coaches and sponsors, other than class sponsors, will be issued two Southwest Conference passes that will allow them and a spouse to attend all Southwest Conference athletic events.

Staff assigned to taking tickets or otherwise working extracurricular events outside of normal duty hours at the behest of the school will be compensated at the rate of \$10/hour, with duty time and events determined and approved by the athletic director and/or school administrators.

Non-extra duty staff will be allowed to earn a Southwest Conference pass by working six hours of extracurricular events outside of normal duty hours without compensation. A second pass may also be earned by working an additional six hours of an event without compensation.

- **H. Extended Contracts**

Administration will communicate with the CEA for purposes of negotiating terms and conditions of employment when positions are created that constitute bargaining unit work and which are not extended contract days. The Administration has authority to negotiate with the CEA on any mandatory subjects related to new positions.

- **I. 13-Month Payout Installment**

First-year certificated staff, or certificated staff returning to teaching, who begin employment in August, will be given the opportunity to modify their salary installment payout. Those who qualify may elect to have their salary be paid over thirteen (13) months instead of twelve (12) months. This option will only apply to the first contract year and only to the base salary. The first payment will align with the August payroll. (Amended 2022-2023)

ARTICLE V

Insurance

- A. Health Insurance** *[amended 2010-2011]*

The District agrees to pay for health insurance (EHA rates for coverage effective September 1st, ~~2023~~ 2024) for the ~~2023-2024~~ 2024-2025 school year to be prorated according to the full-time equivalency of the individual staff member, as long as that employee has a 0.50 FTE. The Board will pay only one Family Policy per family plus full dental and vision [amended 2020-2021) when both employees are covered within the Educators Health Alliance.

If one CCS employee's spouse is also covered by the EHA in another district or ESU, the district will coordinate with the other district or ESU to pay half of the family premium. Single dental and single vision will also be paid for our employees.

For employees that elect coverage under the \$3,800 deductible HSA-Eligible health plan, the School District will contribute the difference in premium from the \$1,450 deductible health plan to the individual's Health Savings Account (HSA) based on discounted rates, to be prorated according to the full-time equivalency of the individual staff member. Deposits to HSA accounts will be processed with the monthly payroll. Rates for ~~2023-2024~~ 2024-2025 coverage are below.

1. Employee health at ~~\$736.40/\$643.00~~ \$751.06/\$655.79 per month.
2. Employee and children's health at ~~\$1,362.40/\$1,189.59~~ \$1,389.52/\$1,213.26 per month.
3. Employee and spouse health at ~~\$1,546.46/\$1,350.33~~ \$1,577.23/\$1,377.21 per month.
4. Employee, spouse, and children health at ~~\$2,076.52/\$1,813.14~~ \$2,117.84/\$1,849.22 per month.

5. Employee dental at ~~\$29.54~~ **\$30.13** per month.
6. Employee vision at ~~\$12.16~~ **\$12.52** per month.
7. Certified staff will be given the option to purchase additional dental and vision coverage for their dependents at the certified staff member's cost.

B. Disability Insurance

This will be paid by the district. A certificated staff member must be 0.75 FTE to be eligible for disability insurance.

ARTICLE VI

Terms of Employment

A. Teacher's Contract

A contract for the employment of a teacher or administrator for a public school in the State of Nebraska shall be in writing. Neb. Rev. Stat. 79-817

B. Release from Contract

Refer to section in Board Policy:
4056. Refer to the teacher handbook.

C. Normal Work Day

~~Refer to Board Policy:~~
~~4114.~~ Refer to the teacher handbook.

D. Annual Employment Period

The board of education is required to approve any change in the number of contract days of the contract.

E. Class coverage during planning period.

Certified staff members will be paid 1/8 of a substitute's first day pay for 50 minutes covered, if this is the teacher's only planning period of the day and the coverage is approved by the building principal. The certified staff member leaving must be on school assignment. Certified staff members leaving the classroom for their convenience will need to find their own substitutes after approval from the principal.

ARTICLE VII

Leaves

~~A. Sick Leave~~

~~All teachers shall receive, effective with the contract term, 80 hours of sick leave each year for the first three years. On the fourth year they will receive 88 hours, and for each additional year of service will receive 8 additional sick hours with a maximum of 240 hours a year, until the maximum of 360 hours has been accumulated. All hours of sick leave used each year will be deducted from the accumulated total. Sick leave shall be granted for absence due to illness of the employee, children or spouse, as well as other members of their immediate household. Sick leave may be used in emergencies with approval, for serious accidents or illness of grown children, parent, brother, sister, brother or sister in law, son or daughter in law, grandchild, or grandparent of the employee or spouse. A doctor's verification of illness or injury may~~

be required. Teachers are encouraged to have non-emergency elective surgery during vacation time if possible.

In the event of a catastrophic illness or injury of a certified staff member or a member of his/her immediate family, the staff member may request a transfer of hours from other certified staff members who wish to donate hours.

Certified employees may request an extended leave period beyond their existing sick and personal leave to coordinate with the district's long-term disability policy only after all sick and personal accumulated leave hours have been used. A staff member cannot apply for more sick hours than the elimination period (60 calendar days) for long-term disability.

Catastrophic Illness/Injury requests are initiated by notification to the CEA president.

Upon request, the Catastrophic Illness/Injury Committee shall make a general request to certified staff to donate hours for an individual facing catastrophic illness/injury. Certified staff may donate eight (8) or sixteen (16) hours per request. Donations will be determined by the order they are received. No sick hours will be banked under this policy. Granted hours may not exceed donated hours.

Immediate family for the purpose of this policy is defined as children, spouse, or other dependents in the home. In the case of grown children, parent, brother, sister, brother or sister-in-law, son or daughter-in-law, grandchild, or grandparent of the employee or spouse, a maximum of 80 hours beyond all existing sick and personal leave may be requested.

Illness or injury for the purpose of this policy is defined as an injury or illness which will be disabling and is not related to cosmetic surgery or elective surgery. A doctor's verification of illness or injury may be required for eligibility.

All certified employees of the district upon retirement will be compensated for unused accumulated sick leave hours. To be eligible a staff member must have a minimum of ten years of service. A retiree will receive from \$10 to \$20 per 8 hours unused sick leave accumulated upon retirement based on years of consecutive service. (Example: if retiring after 10 years payment will be \$10 per 8 hours of unused sick leave accumulation; after 13 years \$13 per 8 hours of unused sick leave accumulation; after 20 years payment will be \$20 per 8 hours of unused sick leave accumulation). Maximum compensation is to be set at \$900.

A. PERSONAL TIME OFF LEAVE

1. Each certified employee shall be granted 10 days of PTO leave each year. First-year certificated employees shall be granted ten (10) days of PTO leave on the first day of their employment. Proper leave request forms must be completed. The general reason for the leave shall be specified on the form (personal, illness, etc.), as the district will track the leave used.
 - a. In the event of a catastrophic illness or injury of a certified staff member or a member of his/her immediate family, the staff member may request a transfer of hours from other certified staff members who wish to donate hours. Donated hours will be deducted from individual sick banks.
 - b. Certified employees may request an extended leave period beyond their existing PTO hours to coordinate with the district's long-term disability policy only after all

PTO hours have been used. A staff member cannot apply for more leave hours than the elimination period (60 calendar days) for long-term disability.

- c. Catastrophic Illness/Injury requests are initiated by notification to the CEA president.
- d. Upon request, the Catastrophic Illness/Injury Committee shall make a general request to certified staff to donate hours for an individual facing illness/injury. Certified staff may donate eight (8) or sixteen (16) hours per request. Donations will be determined by the order they are received. No sick hours will be banked under this policy. Granted hours may not exceed donated hours.
- e. Immediate family, for the purpose of this policy, is defined as an injury or illness which will be disabling and is not related to cosmetic surgery or elective surgery. A doctor's verification of illness or injury may be required for eligibility.

2. PTO requests will be subject to administrative approval based on: 1. Availability of substitute teachers; 2. Adequate notice to the employer when possible; 3. Restrictions in use of leave to extend scheduled breaks; and 4. PTO will not be used for activities for which compensation is received.

- a. Leave requests must be taken in full or half-day increments (8 or 4-hour increments).
- b. Adequate notice: employees must submit a leave request form a minimum of seven days in advance of the leave date for PTO, as well as for other types of leaves. In the case of an emergency or illness, the employee shall contact their building principal directly.
- c. Leave requests are subject to: the availability of substitute teachers, adequate notice to employers, restrictions on the use of leave to extend scheduled breaks, and providing enough regular staff in the building to maintain an orderly environment. If three or more teachers are absent on any given day for pre-approved leaves or activities, PTO leave may be denied. Additional leave requests may be granted within reason at the superintendent's discretion.
- d. No PTO leave may be taken on the first or last day of school to extend a vacation period or on scheduled parent-teacher conferences or full-day in-services. Teachers will be docked the equivalent of the daily substitute pay rate for these days.
- e. Leave requests are limited to five per semester. Medical/Sick use of PTO will not count against the five per semester.
- f. Staff members are strongly encouraged not to take leave during the first two or last two weeks of a school year. However, leave may be granted at the discretion of the superintendent.
- g. Unused PTO leave shall be accumulated from year to year to a limit of 45 days which will be rolled into staff members' individual bank. Once leave is accumulated, the leave can only be used for accident, illness, medical emergencies, or bereavement (after the current year's days are exhausted) of the immediate family. Immediate family is defined as: husband, wife, children, parents, grandparents, grandchildren, brothers, sisters, or in-laws of the same.
- h. An employee absent from work beyond the amount of their annual PTO leave plus their accumulated sick leave days shall have one day of their total salary deducted for each day that the employee is absent beyond the total leave available. The superintendent has the authority to grant additional leave at full pay deduction (1/185 of the contracted salary + benefits amount if the calendar calls for 185 contract days) if they feel it is a warranted leave request.

- i. Certified staff will receive leave benefits based on FTE.
- j. At the conclusion of each school year, employees will have two options with any remaining days from their annual allotment. Employees may add remaining days to their bank to obtain a maximum of 45 days. Employees may cash out any number of their remaining days from the annual allotment of ten days. Days that are cashed out will be compensated at the rate of 30% of the daily sub rate. Employees can determine the days to be banked or cashed out annually.
- k. Certificated employees who have accumulated sick leave prior to this agreement will retain their current balance. If an employee has accumulated 45 sick days, they will be compensated for unused PTO days at 40% of the current sub rate per day in June or July of the current contract year. Unused sick days in the individual bank will not receive compensation.
- l. Employees who retire and enter the NPERS system will receive payment for unused PTO days at 40% sub rate in their last paycheck. Employees who leave the district but do not retire will be compensated for unused PTO at 30% sub rate per day. Unused sick days in the individual bank will not be compensated for individuals leaving the district but not retiring.
- m. All certified employees of the district, upon retirement will be compensated for unused accumulated sick leave hours. To be eligible, a staff member must have a minimum of ten years of service. A retiree will receive from \$10 to \$20 per 8 hours unused sick leave accumulated upon retirement based on years of consecutive service. (Example: If retiring after 10 years, payment will be \$10 per 8 hours of unused sick leave accumulation; after 13 years \$13 per 8 hours of unused sick leave accumulation). Maximum compensation is to be set at \$900.

B. Personal Leave

~~All teachers may be allowed sixteen hours per year for personal leave, eight unused hours may be carried over to the following year, [amended 2009-2010], with an additional personal eight hours at sub pay deduct. [amended 2010-2011] Reasons for personal leave are not required. Professional discretion shall be used when making requests for personal leave. No more than five staff members may be granted personal leave on any one day, and from the entire staff no more than 3 for the elementary, middle or high school [amended 2008-2009] levels on a particular day. [amended 2003-2004] Request shall be made in writing 7 days in advance of the leave date requested and shall be given to the principal or superintendent who reserves the right to grant or reject depending on the circumstance surrounding the request. (Example: availability of substitutes for that day). In cases of an emergency or after the timeline established for requests, a reason shall be required for the use of that day.~~

Certificated staff will be compensated for unused personal leave if the staff member has served Cozad Community Schools for four consecutive years or more and has a personal leave balance of three days at the end of the school year. The staff member will be given the option to be compensated for two days of unused personal leave at the daily sub rate. Certificated staff who choose to participate in this option will be required to initiate their intentions of utilizing this benefit. (Amended 2022-2023)

3. FMLA LEAVE

- a. When certificated employees have used all ten current PTO days, they may use leave from their sick bank for the purpose of FMLA Leave.

~~C.~~ **Bereavement**

All teachers shall be allowed 24 hours' death leave per year accumulative to 40 hours, with 16 hours allowed for funerals outside of immediate family members subject to approval of the building administrator. ~~[amended 2001-2002] Personal leave may be used for additional death leave hours. After the personal hours have been used up, the teacher may use a maximum of 24 hours of paid sub leave. (Paid sub leave shall be determined to mean that the cost of a substitute teacher at the current sub rate shall be deducted from the teacher's salary.) All such leaves shall be subject to approval by the Superintendent and shall not be deducted from the accumulated sick leave.~~

4. Bereavement Leave

- A total of not more than three consecutive work days per instance on full pay is allowed for each certificated employee for absence in case of death in the immediate family, defined as spouse, children, mother, father, mother-in-law, father-in-law, brother, sister, grandchildren, son in law, daughter in law, brother-in-law, sister-in-law, grandparent, aunt, uncle, niece or nephews, or person in the same home as part of the family for the purpose of attending the funeral or attending to matters related to the death.

D. Professional Leave

All certified personnel may be allowed up to sixteen hours of professional leave each year. This leave shall be used only to attend professional meetings and self-improvement activities which are directly related to the person's contracted education field. This shall not include interviewing for another position. All requests for professional leave shall be submitted in writing to their principal at least 40 hours prior to the date of leave. No expense for transportation will be provided for persons taking professional leave.

Personnel assigned to sponsor students or attend professional meetings by their supervisors will be reimbursed for their expenses at the normal rate.

5. Individual Bank Sick Leave

- When certificated employees have used nine (9) current PTO days, they may use accumulated Sick Leave.
- Sick leave shall mean absence due to personal illness, injury or accident, bereavement, absence due to illness of family members residing in the same home, and also children, parents, parents-in-law, and siblings not residing in the same home, and absence due to quarantine laws of the State. In addition, an employee who is temporarily disabled from a medical standpoint by reason of pregnancy, childbirth, false pregnancy, termination of pregnancy, and child delivery is within this provision for the period of such medical disability.
- Employees will be required to apply for and accept long-term disability benefits in lieu of using accumulated sick leave when they become eligible for long-term disability.

E. Absences/Unpaid Leave Request

See district handbook.

Any teacher who is absent for reasons not covered in this agreement may have deducted from their salary the amount computed based on the number of contract days in relationship to the number of days absent (i.e. 1/185th).

Procedure for unpaid leave requests: Certified staff members may request unpaid

leave if adequate substitutes may be found and it does not interfere with the mission of the school. Unpaid leave will be approved by the building principal. Recommendation for approval shall be based upon the merits of the request and the needs of the school. Requests need to be made at least 2 days prior to any absence and may not exceed 40 hours. Request and tentative principal approval need to have occurred before any travel plans are made or tickets purchased. The approved unpaid leave will be presented to the board of education under the consent agenda.

ARTICLE VIII

Personal File

Any teacher shall have the right, upon request, to review the contents of their personal file(s) and to receive copies at Board expense of any documents contained therein.

ARTICLE IX

Safety

The Safety Committee will be responsible for the following:

- The review, investigation and discussion of all workplace accidents involving employee injury or property damage.
- Maintaining a system for promptly detecting and correcting unsafe practices and conditions. This will include conducting quarterly job site inspections of the work site to address physical hazards and unsafe work practices.
- Any imminent danger situations should be corrected immediately. Recommendations should be submitted to management to address situations that do not present an immediate hazard.
- Providing suggestions to modify work stations and/or job responsibilities to minimize personal injuries, property damage and loss or productive time.
- Discuss new ideas for safety policies and procedures and submit corresponding recommendations to management.
- Review the status of previously submitted recommendations and either determine them to be:
 - Completed.
 - Not complete, but in process.
 - Rejected or found impractical.
- Discuss and develop new recommendations.
- Assist and develop new recommendations.
- Prepare minutes of all committee meetings. These minutes should record all decisions made and actions taken.
- Post the minutes on the employee bulletin board as a means of keeping both management and employees aware of the committee's progress.
- Prepare an annual report outlining the safety committee's objectives, recommendations progress to date. A copy of this report should be forwarded to the Superintendent.

If you have a desire to serve on the committee, you should contact the president of the teachers' association. Teachers can make suggestions and/or report concerns to the

safety committee in the following ways:

- Contact the teachers' association representative of the safety committee.
- Contact the President of the teachers' association.
- Contact the Safety Committee in care of the Superintendent.

ARTICLE X

Duration of Agreement

This contract shall be effective as of the beginning day of the ~~2023-2024~~ **2024-2025** school year and shall continue in effect until a substitute contract is adopted, which shall then be fully retroactive to the beginning of the ~~2023-2024~~ **2024-2025** school year.

ARTICLE XI

Guaranteed Minimum

The Board of Education reserves the right to exceed provisions of this agreement in circumstances when the Board with the approval of the CEA negotiations committee [*amended 2001-2002*] judges it to be in the best interests of the District.

Article XII

Document Authorization

Association

Board of Education

By: _____

By: _____

APPENDIX B SCHEDULE 2024-2025

BASE = \$38,250.00

1	2	3	4	5	6	7
ASST ACA DECA (1)	ACA DECA/QUIZ BOWL (2)	ASST 7/8 BB (2B/2G)	HEAD 7/8 BB (2B/2G)	HEAD 9TH BB (1B/1G)	ASST BB (1B/1G)	HEAD BB (1B/1G)
ASST FBLA (1)	EVENT STREAMING (1)	CONCESSIONS (1)	ASST CHEER (1)	ASST CC (2)	HEAD CC (1)	HEAD CHEER (1)
ASST FCCLA (1)	JUNIOR CLASS (1)	DI (1)	HEAD 7/8 FB (2)	HEAD 9TH FB (1)	ASST FB (4)	HEAD FB (1)
MS HAL/QUIZ BOWL (1)	MS INST MUSIC (1)	DIGITAL JOURNALISM (1)	FCCLA (1)	ASST GOLF (B1)	HEAD GOLF (1B/1G)	HEAD SB (1)
ASST JR CLASS (1)	MUSICAL PIT DIRECTOR (1)	FBLA (1)	FFA (1)	HS INST MUSIC (1)	HEAD ONE ACT (1)	HEAD TR (1B/1G)
ASSIST NHS (1)	NHS (1)	ASST 7/8 FB (2)	JAZZ (1)	ASST SB (2)	HEAD SPEECH (1)	HEAD VB (1)
SMASH (2)	ASST PEP CLUB (1)	ASST ONE ACT (2)	SKILLS USA (1)	HEAD 9TH VB (1)	ASST TR (3B/3G)	HEAD WR (1)
STAND (2)	SENIOR CLASS (1)	HEAD PEP CLUB (1)	ASST SPEECH (2)		ASST VB (1)	
STUDENT COUNCIL (1)		FALL PLAY/MUSICAL (2)	HEAD 7/8 TR (1B/1G)		ASST WR (2)	
ASST SR CLASS (1) 2% max		ASST 7/8 TR (2B/2G)	HS VOC MUSIC (1)			
TRI-M (1)		ASST 7/8 VB (2)	HEAD 7/8 VB (2)			
		ASST 7/8 WR (1)	HEAD 7/8 WR (1)			

YEARS IN ACTIVITY AND COACHING SYSTEM

1	1%	1%	2%	3%	5%	6%	12%
	\$382.50	\$382.50	\$765.00	\$1,147.50	\$1,912.50	\$2,295.00	\$4,590.00
2	2%	2%	3%	4%	6%	7%	13%
	\$765.00	\$765.00	\$1,147.50	\$1,530.00	\$2,295.00	\$2,677.50	\$4,972.50
3	3%	3%	4%	5%	7%	8%	14%
	\$1,147.50	\$1,147.50	\$1,530.00	\$1,912.50	\$2,677.50	\$3,060.00	\$5,355.00
4		4%	5%	6%	8%	9%	15%
		\$1,530.00	\$1,912.50	\$2,295.00	\$3,060.00	\$3,442.50	\$5,737.50
5			6%	7%	9%	10%	16%
			\$2,295.00	\$2,677.50	\$3,442.50	\$3,825.00	\$6,120.00
6			7%	8%	10%	11%	17%
			\$2,677.50	\$3,060.00	\$3,825.00	\$4,207.50	\$6,502.50
7				9%	11%	12%	18%
				\$3,442.50	\$4,207.50	\$4,590.00	\$6,885.00
8					12%	13%	19%
					\$4,590.00	\$4,972.50	\$7,267.50
9						14%	20%
						\$5,355.00	\$7,650.00
10							21%
							\$8,032.50

*0.25% of base for freshman (2) and sophomore (2) class sponsors.

**Weight Training \$3,000.00 per year.

***Numbers behind each position are a baseline for vacancies, however, additional coaches/sponsors may be added as approved by the Board of Education.

ALL POSITIONS ARE REQUIRED TO LOG HOURS

**Cozad Community Schools
Negotiated Agreement
2024-2025**

NEGOTIATIONS PROCEDURES

The two parties to this agreement believe the following basic procedures are necessary for good faith bargaining to occur:

- Each party will name a negotiations team and indicate a spokesperson, such information to be given to the other party prior to the first session.
- Either party may request bargaining be opened by contacting the President or spokesperson of the other party.
- Meeting dates and times will be scheduled by mutual consent of the two parties.
- Initial proposals will be given in writing.
- Facts, opinions, proposals and counter-proposals will be freely discussed on good faith during the meetings.
- All participants shall treat each other professionally and respectfully during discussions and shall give due consideration to all proposals.
- Final agreements shall be reduced to writing and signed by both parties.
- The computation of salaries shall be based on the most current staff information *[amended 2002-2003]*.

ARTICLE I

Recognition

The Cozad Education Association will request recognition as the bargaining agent for the certificated staff based upon their organization representing a majority of the certificated staff.

ARTICLE II

Teacher Rights

- A. Nothing contained in this agreement shall be construed to deny any teacher those rights provided under Nebraska law or other applicable laws and regulations. Rights granted to teachers herein shall be deemed to be in addition to those provided elsewhere.
- B. The Board will not discriminate against any teacher with respect to terms and conditions of employment by reason of membership in the Association and its affiliates, participation in collective negotiations with the Board or institution of a grievance under the terms of this agreement.

ARTICLE III

Association Rights

A. Association Use of District Property

Representatives of the Association and its affiliates shall be allowed to conduct Association business on school property during school hours, providing such business does not cause undue interruption of the school program.

The Association shall be allowed the use of the school buildings for meetings, providing that such use does not result in unscheduled maintenance costs, in which case an appropriate fee for that use will be negotiated between the parties to this Agreement.

The Association shall be allowed the use of school equipment, including

typewriters, computers, duplication machines, audio-visual equipment, and the standard office equipment, provided that the Board may assess the Association a reasonable fee for the expendable supplies consumed during such use.

The Association shall be allowed to make reasonable use of the school's communication system, including teachers' mailboxes, intercom, teacher bulletins, etc. Such use shall not cause unnecessary interruption of the education program of the school.

The Association shall not use school equipment, internet access, etc. for political reasons without prior approval and payment for such services.

ARTICLE IV

Salaries

A. Salary Schedule

The salary of each teacher covered by this agreement shall be determined by the salary schedule attached as Appendix A to this agreement.

Salary Schedule Vertical X Horizontal=4.75 X 4.75.

B. Initial Placement

Teachers employed by the school system will receive credit for all *[amended 2008-2009]* years of teaching experience outside the system.

C. Base Salary

The base salary shall be \$38,250 for the 2024-2025 school year; see Appendix A for the schedule.

D. Horizontal Movement

- The intent of the school district is that teachers pursue advanced education on degree levels in the subject of their major teaching emphasis. Coursework outside of one's major teaching area must have administrative approval, before salary increments are granted. If questions should arise on the acceptability of a specific course, an appraisal committee of two board members, two association members, and the superintendent will hear the proposal and render a final decision. *[Amended 2002-2003]*
- Hours up to BA+27 will be permitted even though they are not part of an approved program leading toward a Master's degree. Hours after BA+27 must be part of an MA program. *[Amended 2002-2003]*
- Eliminate BA+36. (not retroactive) *[Amended 2002-2003]*
- Add MA+36 to Step 13 *[amended 2008-2009]*
- Add MA+36 to Step 14 *[amended 2012-2013]*
- Teachers will be required to notify the Superintendent of the courses that they intend to take over the summer and be approved by April 1st. Also if teachers intend to move horizontally on the salary schedule due to additional education preparation, this must be stated on the paperwork submitted to the Superintendent. *[amended 2015-2016J]*
- Transcripts evidencing satisfactory completion of hours to be used for salary schedule advancement must be on file in the Superintendent's office by October 1st. If October 1st is on a Saturday or Sunday, the transcripts must be on file the business day prior to October 1st. In the event that a teacher fails to file a transcript as required by this paragraph, such teacher shall not be eligible for

- salary schedule advancement for the current year. *[amended 2015-2016]*
- Hours earned prior to the time a teaching certificate is awarded shall not be counted for purposes of subsequent horizontal advancement of the salary schedule. *[Amended 2002-2003]*
- Teachers earning college credit hours will be limited to two horizontal steps in a fiscal year.
- Teachers who have only a Transitional Permit, Provisional Permit, Career Education Permit, Alternative Teaching Permit (Rule 21, section 005) are not eligible for horizontal advancement or placement on the salary schedule.

E. Vertical Movement

Teachers shall be placed on the proper vertical step in accordance with their experience in the district plus credited prior teaching experience with the exception of:

- BA + 0 Step 1 and 2
- BA + 9 Step 1 and 2
- BA + 18 Step 1

Those listed above shall be paid the salary of BA Step 3. (Amended 2022-2023)
No certificated personnel shall gain more than one year's experience in any year.

F. Advancement in the Absence of a Successor Agreement

Each teacher employed by the District will receive vertical and horizontal advancement if applicable in the event this agreement continues for the following school year in accordance with the provisions of ARTICLE X.

G. Extra Duty

Payment for extra duty assignments shall be in accordance with the extra duty/extra-curricular salary schedule attached as Appendix B. *[amended 2014-2015]*

Columns will be numbered from 1-7, left to right

Coaches and sponsors moving into the district will receive credit for a maximum of 8 years experience at a rate of ½ per year (so a max of 4 years experience would be allowed). If it is an odd number, it will be rounded down.

Coaches and sponsors moving to a higher position (horizontally) within their sport or activity will be frozen one year per column advance (ie. move horizontally three columns, then coach or sponsor is frozen in that placement for three years before advancing vertically).

Experience when moving to a lower column within the same sport or season will be allowed to move horizontally to the equal experience step. They cannot be placed below the bottom step of the column they are assigned.

Coaches and sponsors vacating an assignment and subsequently being assigned to the same assignment retain years of experience.

All extra-duty coaches and sponsors, other than class sponsors, will be issued two Southwest Conference passes that will allow them and a spouse to attend all Southwest Conference athletic events.

Staff assigned to taking tickets or otherwise working extracurricular events

outside of normal duty hours at the behest of the school will be compensated at the rate of \$10/hour, with duty time and events determined and approved by the athletic director and/or school administrators.

Non-extra duty staff will be allowed to earn a Southwest Conference pass by working six hours of extracurricular events outside of normal duty hours without compensation. A second pass may also be earned by working an additional six hours of an event without compensation.

- **H. Extended Contracts**

Administration will communicate with the CEA for purposes of negotiating terms and conditions of employment when positions are created that constitute bargaining unit work and which are not extended contract days. The Administration has authority to negotiate with the CEA on any mandatory subjects related to new positions.

- **I. 13-Month Payout Installment**

First-year certificated staff, or certificated staff returning to teaching, who begin employment in August, will be given the opportunity to modify their salary installment payout. Those who qualify may elect to have their salary be paid over thirteen (13) months instead of twelve (12) months. This option will only apply to the first contract year and only to the base salary. The first payment will align with the August payroll. (Amended 2022-2023)

ARTICLE V

Insurance

- A. Health Insurance [amended 2010-2011]**

The District agrees to pay for health insurance (EHA rates for coverage effective September 1st, 2024) for the 2024-2025 school year to be prorated according to the full-time equivalency of the individual staff member, as long as that employee has a 0.50 FTE. The Board will pay only one Family Policy per family plus full dental and vision [amended 2020-2021) when both employees are covered within the Educators Health Alliance.

If one CCS employee's spouse is also covered by the EHA in another district or ESU, the district will coordinate with the other district or ESU to pay half of the family premium. Single dental and single vision will also be paid for our employees.

For employees that elect coverage under the \$3,800 deductible HSA-Eligible health plan, the School District will contribute the difference in premium from the \$1,450 deductible health plan to the individual's Health Savings Account (HSA) based on discounted rates, to be prorated according to the full-time equivalency of the individual staff member. Deposits to HSA accounts will be processed with the monthly payroll. Rates for 2024-2025 coverage are below.

1. Employee health at \$751.06/\$655.79 per month.
2. Employee and children's health at \$1,389.52/\$1,213.26 per month.
3. Employee and spouse health at \$1,577.23/\$1,377.21 per month.
4. Employee, spouse, and children health at \$2,117.84/\$1,849.22 per month.
5. Employee dental at \$30.13 per month.
6. Employee vision at \$12.52 per month.
7. Certified staff will be given the option to purchase additional dental and vision coverage for their dependents at the certified staff member's cost.

B. Disability Insurance

This will be paid by the district. A certificated staff member must be 0.75 FTE to be eligible for disability insurance.

ARTICLE VI

Terms of Employment

A. Teacher's Contract

A contract for the employment of a teacher or administrator for a public school in the State of Nebraska shall be in writing. Neb. Rev. Stat. 79-817

B. Release from Contract

Refer to section in Board Policy: 4056. Refer to the teacher handbook.

C. Normal Work Day

Refer to the teacher handbook.

D. Annual Employment Period

The board of education is required to approve any change in the number of contract days of the contract.

E. Class coverage during planning period.

Certified staff members will be paid 1/8 of a substitute's first day pay for 50 minutes covered, if this is the teacher's only planning period of the day and the coverage is approved by the building principal. The certified staff member leaving must be on school assignment. Certified staff members leaving the classroom for their convenience will need to find their own substitutes after approval from the principal.

ARTICLE VII

A. PERSONAL TIME OFF LEAVE

1. Each certified employee shall be granted 10 days of PTO leave each year. First-year certificated employees shall be granted ten (10) days of PTO leave on the first day of their employment. Proper leave request forms must be completed. The general reason for the leave shall be specified on the form (personal, illness, etc.), as the district will track the leave used.
 - a. In the event of a catastrophic illness or injury of a certified staff member or a member of his/her immediate family, the staff member may request a transfer of hours from other certified staff members who wish to donate hours. Donated hours will be deducted from individual sick banks.
 - b. Certified employees may request an extended leave period beyond their existing PTO hours to coordinate with the district's long-term disability policy only after all PTO hours have been used. A staff member cannot apply for more leave hours than the elimination period (60 calendar days) for long-term disability.
 - c. Catastrophic Illness/Injury requests are initiated by notification to the CEA president.

- d. Upon request, the Catastrophic Illness/Injury Committee shall make a general request to certified staff to donate hours for an individual facing illness/injury. Certified staff may donate eight (8) or sixteen (16) hours per request. Donations will be determined by the order they are received. No sick hours will be banked under this policy. Granted hours may not exceed donated hours.
 - e. Immediate family, for the purpose of this policy, is defined as an injury or illness which will be disabling and is not related to cosmetic surgery or elective surgery. A doctor's verification of illness or injury may be required for eligibility.
2. PTO requests will be subject to administrative approval based on: 1. Availability of substitute teachers; 2. Adequate notice to the employer when possible; 3. Restrictions in use of leave to extend scheduled breaks; and 4. PTO will not be used for activities for which compensation is received.
- a. Leave requests must be taken in full or half-day increments (8 or 4-hour increments).
 - b. Adequate notice: employees must submit a leave request form a minimum of seven days in advance of the leave date for PTO, as well as for other types of leaves. In the case of an emergency or illness, the employee shall contact their building principal directly.
 - c. Leave requests are subject to: the availability of substitute teachers, adequate notice to employers, restrictions on the use of leave to extend scheduled breaks, and providing enough regular staff in the building to maintain an orderly environment. If three or more teachers are absent on any given day for pre-approved leaves or activities, PTO leave may be denied. Additional leave requests may be granted within reason at the superintendent's discretion.
 - d. No PTO leave may be taken on the first or last day of school to extend a vacation period or on scheduled parent-teacher conferences or full-day in-services. Teachers will be docked the equivalent of the daily substitute pay rate for these days.
 - e. Leave requests are limited to five per semester. Medical/Sick use of PTO will not count against the five per semester.
 - f. Staff members are strongly encouraged not to take leave during the first two or last two weeks of a school year. However, leave may be granted at the discretion of the superintendent.
 - g. Unused PTO leave shall be accumulated from year to year to a limit of 45 days which will be rolled into staff members' individual bank. Once leave is accumulated, the leave can only be used for accident, illness, medical emergencies, or bereavement (after the current year's days are exhausted) of the immediate family. Immediate family is defined as: husband, wife, children, parents, grandparents, grandchildren, brothers, sisters, or in-laws of the same.
 - h. An employee absent from work beyond the amount of their annual PTO leave plus their accumulated sick leave days shall have one day of their total salary deducted for each day that the employee is absent beyond the total leave available. The superintendent has the authority to grant additional leave at full pay deduction (1/185 of the contracted salary + benefits amount if the calendar calls for 185 contract days) if they feel it is a warranted leave request.
 - i. Certified staff will receive leave benefits based on FTE.
 - j. At the conclusion of each school year, employees will have two options with any remaining days from their annual allotment. Employees may add remaining days to their bank to obtain a maximum of 45 days. Employees may cash out any number of their remaining days from the annual allotment of ten days. Days that are cashed out will be

compensated at the rate of **30%** of the daily sub rate. Employees can determine the days to be banked or cashed out annually.

- k. Certificated employees who have accumulated sick leave prior to this agreement will retain their current balance. If an employee has accumulated 45 sick days, they will be compensated for unused PTO days at **40%** of the current sub rate per day in June or July of the current contract year. Unused sick days in the individual bank will not receive compensation.
- l. Employees who retire and enter the NPERS system will receive payment for unused PTO days at **40%** sub rate in their last paycheck. Employees who leave the district but do not retire will be compensated for unused PTO at **30%** sub rate per day. Unused sick days in the individual bank will not be compensated for individuals leaving the district but not retiring.
- m. All certified employees of the district, upon retirement will be compensated for unused accumulated sick leave hours. To be eligible, a staff member must have a minimum of ten years of service. A retiree will receive from \$10 to \$20 per 8 hours unused sick leave accumulated upon retirement based on years of consecutive service. (Example: If retiring after 10 years, payment will be \$10 per 8 hours of unused sick leave accumulation; after 13 years \$13 per 8 hours of unused sick leave accumulation). Maximum compensation is to be set at \$900.

3. FMLA LEAVE

- a. When certificated employees have used all ten current PTO days, they may use leave from their sick bank for the purpose of FMLA Leave.

4. Bereavement Leave

- A total of not more than three consecutive work days per instance on full pay is allowed for each certificated employee for absence in case of death in the immediate family, defined as spouse, children, mother, father, mother-in-law, father-in-law, brother, sister, grandchildren, son in law, daughter in law, brother-in-law, sister-in-law, grandparent, aunt, uncle, niece or nephews, or person in the same home as part of the family for the purpose of attending the funeral or attending to matters related to the death.

A. Professional Leave

All certified personnel may be allowed up to sixteen hours of professional leave each year. This leave shall be used only to attend professional meetings and self-improvement activities which are directly related to the person's contracted education field. This shall not include interviewing for another position. All requests for professional leave shall be submitted in writing to their principal at least 40 hours prior to the date of leave. No expense for transportation will be provided for persons taking professional leave.

Personnel assigned to sponsor students or attend professional meetings by their supervisors will be reimbursed for their expenses at the normal rate.

5. Individual Bank Sick Leave

- When certificated employees have used nine (9) current PTO days, they may use accumulated Sick Leave.
- Sick leave shall mean absence due to personal illness, injury or accident, bereavement, absence due to illness of family members residing in the same home, and also children, parents, parents-in-law, and siblings not residing in the same home, and absence due to quarantine laws

of the State. In addition, an employee who is temporarily disabled from a medical standpoint by reason of pregnancy, childbirth, false pregnancy, termination of pregnancy, and child delivery is within this provision for the period of such medical disability.

- Employees will be required to apply for and accept long-term disability benefits in lieu of using accumulated sick leave when they become eligible for long-term disability.

B. Absences/Unpaid Leave Request

See district handbook.

Any teacher who is absent for reasons not covered in this agreement may have deducted from their salary the amount computed based on the number of contract days in relationship to the number of days absent (i.e. 1/185th).

Procedure for unpaid leave requests: Certified staff members may request unpaid leave if adequate substitutes may be found and it does not interfere with the mission of the school. Unpaid leave will be approved by the building principal. Recommendation for approval shall be based upon the merits of the request and the needs of the school. Requests need to be made at least 2 days prior to any absence and may not exceed 40 hours. Request and tentative principal approval need to have occurred before any travel plans are made or tickets purchased. The approved unpaid leave will be presented to the board of education under the consent agenda.

ARTICLE VIII

Personal File

Any teacher shall have the right, upon request, to review the contents of their personal file(s) and to receive copies at Board expense of any documents contained therein.

ARTICLE IX

Safety

The Safety Committee will be responsible for the following:

- The review, investigation and discussion of all workplace accidents involving employee injury or property damage.
- Maintaining a system for promptly detecting and correcting unsafe practices and conditions. This will include conducting quarterly job site inspections of the work site to address physical hazards and unsafe work practices.
- Any imminent danger situations should be corrected immediately. Recommendations should be submitted to management to address situations that do not present an immediate hazard.
- Providing suggestions to modify work stations and/or job responsibilities to minimize personal injuries, property damage and loss or productive time.
- Discuss new ideas for safety policies and procedures and submit corresponding recommendations to management.
- Review the status of previously submitted recommendations and either determine them to be:

- Completed.
- Not complete, but in process.
- Rejected or found impractical.
- Discuss and develop new recommendations.
- Assist and develop new recommendations.
- Prepare minutes of all committee meetings. These minutes should record all decisions made and actions taken.
- Post the minutes on the employee bulletin board as a means of keeping both management and employees aware of the committee's progress.
- Prepare an annual report outlining the safety committee's objectives, recommendations progress to date. A copy of this report should be forwarded to the Superintendent.

If you have a desire to serve on the committee, you should contact the president of the teachers' association. Teachers can make suggestions and/or report concerns to the safety committee in the following ways:

- Contact the teachers' association representative of the safety committee.
- Contact the President of the teachers' association.
- Contact the Safety Committee in care of the Superintendent.

ARTICLE X

Duration of Agreement

This contract shall be effective as of the beginning day of the 2024-25 school year and shall continue in effect until a substitute contract is adopted, which shall then be fully retroactive to the beginning of the 2024-2025 school year.

ARTICLE XI

Guaranteed Minimum

The Board of Education reserves the right to exceed provisions of this agreement in circumstances when the Board with the approval of the CEA negotiations committee [*amended 2001-2002*] judges it to be in the best interests of the District.

Article XII

Document Authorization

Association

Board of Education

By: _____

By: _____

APPENDIX B SCHEDULE 2024-2025

BASE = \$38,250.00

1	2	3	4	5	6	7
ASST ACA DECA (1)	ACA DECA/QUIZ BOWL (2)	ASST 7/8 BB (2B/2G)	HEAD 7/8 BB (2B/2G)	HEAD 9TH BB (1B/1G)	ASST BB (1B/1G)	HEAD BB (1B/1G)
ASST FBLA (1)	EVENT STREAMING (1)	CONCESSIONS (1)	ASST CHEER (1)	ASST CC (2)	HEAD CC (1)	HEAD CHEER (1)
ASST FCCLA (1)	JUNIOR CLASS (1)	DI (1)	HEAD 7/8 FB (2)	HEAD 9TH FB (1)	ASST FB (4)	HEAD FB (1)
MS HAL/QUIZ BOWL (1)	MS INST MUSIC (1)	DIGITAL JOURNALISM (1)	FCCLA (1)	ASST GOLF (B1)	HEAD GOLF (1B/1G)	HEAD SB (1)
ASST JR CLASS (1)	MUSICAL PIT DIRECTOR (1)	FBLA (1)	FFA (1)	HS INST MUSIC (1)	HEAD ONE ACT (1)	HEAD TR (1B/1G)
ASSIST NHS (1)	NHS (1)	ASST 7/8 FB (2)	JAZZ (1)	ASST SB (2)	HEAD SPEECH (1)	HEAD VB (1)
SMASH (2)	ASST PEP CLUB (1)	ASST ONE ACT (2)	SKILLS USA (1)	HEAD 9TH VB (1)	ASST TR (3B/3G)	HEAD WR (1)
STAND (2)	SENIOR CLASS (1)	HEAD PEP CLUB (1)	ASST SPEECH (2)		ASST VB (1)	
STUDENT COUNCIL (1)		FALL PLAY/MUSICAL (2)	HEAD 7/8 TR (1B/1G)		ASST WR (2)	
ASST SR CLASS (1) 2% max		ASST 7/8 TR (2B/2G)	HS VOC MUSIC (1)			
TRI-M (1)		ASST 7/8 VB (2)	HEAD 7/8 VB (2)			
		ASST 7/8 WR (1)	HEAD 7/8 WR (1)			

YEARS IN ACTIVITY AND COACHING SYSTEM

1	1%	1%	2%	3%	5%	6%	12%
	\$382.50	\$382.50	\$765.00	\$1,147.50	\$1,912.50	\$2,295.00	\$4,590.00
2	2%	2%	3%	4%	6%	7%	13%
	\$765.00	\$765.00	\$1,147.50	\$1,530.00	\$2,295.00	\$2,677.50	\$4,972.50
3	3%	3%	4%	5%	7%	8%	14%
	\$1,147.50	\$1,147.50	\$1,530.00	\$1,912.50	\$2,677.50	\$3,060.00	\$5,355.00
4		4%	5%	6%	8%	9%	15%
		\$1,530.00	\$1,912.50	\$2,295.00	\$3,060.00	\$3,442.50	\$5,737.50
5			6%	7%	9%	10%	16%
			\$2,295.00	\$2,677.50	\$3,442.50	\$3,825.00	\$6,120.00
6			7%	8%	10%	11%	17%
			\$2,677.50	\$3,060.00	\$3,825.00	\$4,207.50	\$6,502.50
7				9%	11%	12%	18%
				\$3,442.50	\$4,207.50	\$4,590.00	\$6,885.00
8					12%	13%	19%
					\$4,590.00	\$4,972.50	\$7,267.50
9						14%	20%
						\$5,355.00	\$7,650.00
10							21%
							\$8,032.50

*0.25% of base for freshman (2) and sophomore (2) class sponsors.

**Weight Training \$3,000.00 per year.

***Numbers behind each position are a baseline for vacancies, however, additional coaches/sponsors may be added as approved by the Board of Education.

ALL POSITIONS ARE REQUIRED TO LOG HOURS

13. **DISCUSS, CONSIDER AND TAKE ACTION ON ADDING A ADDITIONAL CERTIFICATED STAFF POSITION AT THE ELEMENTARY**

14. **DISCUSS, CONSIDER AND TAKE ACTION ON CERTIFICATED STAFF CONTRACTS FOR NEW HIRES FOR THE 2024-2025 SCHOOL YEAR**

New Hires:

Bryan Bazata, Middle School Resource

Brandon Horwart, High School Agriculture/FFA

Justin Dowdy, Elementary Principal

15. **DISCUSS, CONSIDER AND TAKE ACTION ON ADDING GIRLS WRESTLING TO COZAD COMMUNITY SCHOOLS AS A NSAA SANCTIONED ACTIVITY**

16. **DISCUSS, CONSIDER AND TAKE ACTION ON OFFERING COZAD COMMUNITY WELLNESS CENTER STIPENDS TO STAFF FOR THE 2024-2025 SCHOOL YEAR**

Employees currently have the choice to apply the stipend towards a Cozad Community Wellness Center membership, punch cards, or decline participation. Stipends for full-time employees are \$100.00 and part-time employees are \$50.00

2023-2024

35 employees elected Punch Cards (\$3,500)

47 employees elected Memberships (\$4,700)

1 Part Time Employees elected Punch Cards (\$50.00)

17. **DISCUSS, CONSIDER AND TAKE ACTION ON THE RESIGNATION OF SUPERINTENDENT JAMES FORD**

June 30, 2024 will be his last contract day

Cozad Community Schools

Home of the Haymakers

*James Ford, Superintendent of Schools
Corey Fisher, High School Principal
Brian Regelin, Middle School Principal
Kyle Hoehner, Elementary Principal*



*Jeremy Yilk, Activities Director
Jessica Edeal, Special Education Director
Patty Wolfe, Director of Technology
Connor Williams, Director of Teaching & Learning*

1-2-2023

Dear Board,

I am writing to let you know that after much thought and consideration, I am resigning as Superintendent of Cozad Community Schools, effective June 30, 2024. I am letting you know this now because I care deeply about the succession plan for the new superintendent. I will take with me many great memories of serving the district. As I look back on my time as superintendent, I am proud of how our teachers, administrators, and support staff kept their focus on students. There is no doubt in my mind that the individuals who serve Cozad Community Schools are dedicated and caring professionals. Cozad will always have a special place in my heart, and I wish you the very best as you seek to hire my replacement.

My family and I will be relocating to a new community where Ashley and I will continue to pursue our passion for education together.

Respectfully,

A handwritten signature in black ink, appearing to read 'James Ford'. The signature is fluid and cursive, with the first name 'James' being more prominent than the last name 'Ford'.

James Ford
Superintendent of Cozad Community Schools

18. **DISCUSS, CONSIDER AND TAKE ACTION ON USING NASB ON THE SUPERINTENDENT SEARCH**

**Nebraska Association of
School Boards
Superintendent Search
Information**

Prepared For

Cozad Community School



Nebraska Association of School Boards Mission Statement

“Through Leadership, Innovation, Vision and Engagement, the Nebraska Association of School Boards provides programs, services, and advocacy to strengthen public education for all Nebraskans.”

Cozad Community School Mission Statement

“RESPECT. INTEGRITY. TEAMWORK.
INNOVATION. COURAGE.”

January 4, 2024

Cozad Board of Education,

We appreciate the opportunity to share information on the NASB Superintendent Search Service with the Board of Education. As you know, the Nebraska Association of School Boards provides a multitude of services to our members, including superintendent search services.

My name is Shari Becker, and I am the Director of the Nebraska Association of School Boards Education Leadership Search Service. I have been the Director of the Search Service since April of 2013 and worked for the Service for six years prior to becoming the Director.

Hiring a superintendent is one of the most important decisions a school board will make. The NASB Search Service looks at the process through the eyes of a board member. We ensure a highly professional search process that will attract quality applicants but will also bring credit to the board for the manner in which the search is conducted.

The team at NASB would value the opportunity to work with the Cozad board through the search process. I want to clearly communicate that NASB guides and facilitates the process, but the board has the final say on how our staff members execute the details of the process. Please contact me at the number below if you have any questions.

Respectfully submitted,

Shari L. Becker

Shari L. Becker
Director of NASB Education Leadership Search Services
402.416.4483 Cell

Search Service Protocol

In the following section, you will see a detailed outline of the NASB Search Protocol. We typically meet with the full board two or three times during the search, depending on the search option selected by the board. You will see the various activities of the search process marked with Option I or Option II; however, every

search process is unique and tailored to meet the needs of the board.

Preliminary Work (Option I and II)

- Distribute board survey to learn about district strengths and challenges
- Begin creation of marketing brochure
- Advertise vacancy on NASB and other applicable sites

Board Work Session I (Option I and II)

- Collaborate with the board to design a timeline to guide the search process
- Review and discuss board survey results and Leadership Profile document

NOTE: Leadership Profile is developed from input directly from board members. The Board will review the Profile and NASB will alter, as necessary. The Profile is then used to guide the Board in selecting interview questions, selecting interview candidates, and assessing the interview process. The Profile will ultimately guide a board retreat once the permanent superintendent begins.

- Discuss search process details, interview questions and schedule structure
- Discuss NASB Statewide Superintendent Salary Survey and compensation package
- Discuss interview questions and procedures with the board
- Discuss participants and logistics of the interview process with the board

NASB Duties (Option I and II)

- Recruit to identify quality applicants
- Receive, process, and screen all completed online applications and supporting documentation
- Conduct comprehensive professional and personal reference checks including internet search, criminal background search, adult/child abuse check and credit check

District Staff/Community Visit (Option I only)

- Engage staff, students, parents, patrons and community leaders through onsite visit
- Distribute an electronic survey to stakeholders of the district to elicit feedback
- Compiled survey comments are provided for board review prior to/at Special Meeting III

Board Work Session II (Option I only)

- Review and discuss current district documents including superintendent job description, superintendent evaluation tool, and superintendent contract (Note: the Association stipulates in the Search agreement that, following discussion of the contract, the board will communicate and work with the district's school attorney to authorize any and all changes as the Board deems appropriate to the contract)

Board Special Meeting III (Option I and II)

- NASB presents all applicant names and screening results to the Board of Education for review and consideration (unless board requests otherwise)
- NASB provides a Candidate Assessment document for the board's use during the interview and deliberation process to compare candidate materials and candidate interview
- Finalize interview schedule and questions
- Discuss final interview details and protocol

Final Duties – Board (Option I and II)

- Interview candidates for the position
- Negotiate with the candidate of choice (NASB will assist at the board's request)
- Ratify the contract at an advertised meeting of the board

Final Interview Details – NASB (Option I and II)

- Handle communications with all applicants and interview candidates
- Coordinate travel arrangements for candidates
- Conduct post-interview conference with interview candidates and communicate information to the board

Additional Duties (Option I only)

- Conduct Board Retreat with the board once the new superintendent begins. This session fee is included in the search fee except for travel to the district.
- Provide a two-year guarantee for boards who complete the Retreat

Engaging Stakeholders

The Association will take direction from the board on engaging stakeholders throughout the search process. The board will determine if engagement will be done electronically, on site or a combination of these methods. The engagement could include stakeholders from the staff, administration, community, and parents. NASB staff will be present at the advertised time. The participants will be asked to provide feedback regarding strengths of the district, challenges of the district, and preferred attributes or background experience the new superintendent should possess.

In addition to eliciting feedback from various stakeholders, the board may also want to engage a variety of stakeholders in the interview process. During one of our planning sessions with the board, we will discuss

the specifics of the interview schedule. Each interview schedule is unique to the needs of the district. Generally, boards invite a small number of administrators, staff, and potentially community members to meet with the interview candidates. NASB will provide interview questions and training for these stakeholders. The groups will then provide written feedback to NASB, to be presented to the board, regarding strengths and potential areas of growth of the interview candidates. The board will review the feedback as they deliberate about the candidates.

Applicant Screening Process

It is essential the board understands the experience and qualities each applicant brings to the position. NASB will process and screen all completed applications and supporting documentation. The Association protocol for applicant reference checks and background screenings are qualities that set us apart from competing search consultants.

Our typical screening process involves contacting numerous individuals who have worked with the applicant in their current and past positions. This is in addition to the references provided on the application materials. Our screeners will personally contact these individuals.

We will complete an internet search for each applicant, a check of their certificate with NDE, and a OneSource background check including adult/child abuse, criminal and credit history for each individual the board selects to interview.

NASB will take their direction from the board regarding what manner the board would like applicants presented. Consultants will lead the board through a verbal summary of strengths of candidates and any areas of growth. We will utilize both open and closed session for this process.

Summary of Screening Process

- Screen all completed applications/supporting documentation
- Contact numerous references per applicant for verbal questionnaire
- Provide verbal summary of all applicant information to the board
- Share strengths and areas of growth
- Utilize open and closed session for this process
- OneSource background check on each interview candidate selected

Consultant Details



The search for a Superintendent for Cozad Community School will be conducted by Director of Search Services, Shari Becker and staff members that specialize in searches and open meetings law.

Shari started with the Association Search Service in 2007 as a field consultant and has served as the Director of the Search Service since April 2013. Shari handles recruiting quality educators, facilitating district stakeholder engagement and board work sessions, and screening applicants. Shari is knowledgeable in Open Meetings Law and tracks all superintendent openings in Nebraska. Shari is active with the National Affiliation of Superintendent Searches (NASS). She is currently serving as Chair of the group.

Shari brings a wide range of background experience to her role with the Association. Prior to her employment with NASB she provided recruitment, hiring and training services to a local financial/management company for 13 years. She has her Bachelor’s degree in Administrative Resource Management as well as a Post-Baccalaureate in Education. Shari is also a Gallup Certified Strengths Coach and an ODR Approved Mediator.

Board Member References

- Ainsworth Community Schools, Brad Wilkins, Board President, (402) 760-1278
- Gering Public Schools, BJ Peters, Search Committee Chair, (308) 631-3932
- Kearney Public Schools, Kathy Gifford, Search Committee Chair, (308) 224-4297
- Logan View Public Schools, Chad Rebbe, Board President, (402) 380-9104
- North Platte Public Schools, Skip Altig, Search Committee Chair, (308) 530-1170

NASB Fees Associated with the Search

Option I Search Fee **\$ 5,500**

Includes:

- All details described in Search Service Protocol
- Advertising Options with no fee
- Board Retreat after the new superintendent starts
- Two-year Guarantee on the hire
- Miscellaneous (One Source background checks, copies, postage, and other office expenses)

Does not include:

Travel expenses for NASB Consultants to include mileage and meals (Mileage billed at the standard IRS mileage rate i.e. \$.655 for 2023)

Option II Search Fee

\$3,600

Includes:

- All details listed under Meeting I and III on Search Service Protocol
- Application handling and screening of all applications, presentation of all applicants to the board

Does not include:

- Meeting II Elements (including District Visit and Stakeholder Survey)
- Review of Superintendent job description, evaluation tool and contract
- Two-year Guarantee
- Board Retreat (can include this with Option II for an additional \$500)
- Travel expenses – mileage and meals

19. **PUBLIC COMMENTS (NON-AGENDA SPECIFIC)**

The Board of Education invites you to offer comments during the public comments portion of the non-agenda item. This is the portion of the meeting when members of the public may speak to the board about matters not on the agenda.

We have _____ speakers who have signed up to speak. We will allow ____ minutes per speaker for a total of _____ minutes.

During the public comment portion of this meeting, those who have signed up need to be allowed to speak without interruption for the time allotted by the Board. We understand that people may have strong feelings about the issues they come to speak about. We ask that you respect the opinions of all who speak and that you refrain from applause, conduct that interferes with the Board meeting, or other outbursts during the presentations. Offensive language, vulgar personal attacks, or hostile conduct will not be tolerated. If the Board President determines any statement or comment constitutes offensive language, a vulgar personal attack, or hostile conduct, then the Board President will rule the person out of order, and the person forfeits any remaining time. You should be further advised that there is no legal protection for any comments that are made, including slanderous comments. Each person should choose their words carefully.

The Board is not obligated to respond to public comments or questions because such dialogue could violate the Open Meetings Act.

As a reminder, under the Open Meetings Act, the Board of Education is legally obligated to require any member of the public desiring to address the Board to identify himself or herself, including an address and the name of any organization you may represent. As a result, please state and spell your first and last name, state your current address, and let us know if you are here representing any particular organization before you begin your public comment.

It is now _____ p.m. Our first speaker _____

20. **AGENDA SETTING AND FUTURE MEETINGS**

- January 29, 2024, Board Budget Workshop (rescheduled from 1/8/2024), 6:30pm
- February 12, 2024, Board of Education Regular Meeting, 7pm

21. **ADJOURNMENT**

* **Closed Session:** If, during the course of the meeting, discussion of any item on the agenda should be held in a closed meeting, the board will conduct a closed meeting in accordance with the Nebraska Open Meetings Law.

****Sequence of Agenda:** The sequence of agenda topics is subject to change at the discretion of the board. Please arrive at the beginning of the meeting.

*****Action Item:** The board reserves the right to take action on any item on the board agenda.