

**Arapahoe Public School Board Meeting Agenda**  
**Arapahoe Public School Board Room**  
**Monday, August 8, 2022 at 7:00 PM**  
**610 Walnut St., Arapahoe, NE 68922**

**Mission Statement**

Arapahoe Public Schools is equipped to motivate students in a safe and positive environment while preparing them to be successful and responsible citizens within a global society.

**Belief Statement**

The Arapahoe Public Schools believes that education must serve the individual pupil in light of his/her capacities and abilities as well as provide a suitable and well-balanced learning environment in the areas of physical, mental, emotional, cultural, social, moral and spiritual maturity.

**About the Agenda**

- 1) Opening the Meeting
  - a) Call to Order
  - b) Pledge of Allegiance (Carpenter)
  - c) Nebraska Open Meetings Act
  - d) Publication of Meeting/Sign Acknowledgement of Receipt of Meeting Notice
  - e) Roll Call
  - f) Excuse Board Member Absences
- 2) Welcome Visitors
- 3) Approval of agenda as presented
- 4) Reports
  - a) Elementary Principal
  - b) Secondary Principal
  - c) Superintendent
  - d) Board Committee(s)
  - e) Board Member(s)
- 5) Discussion Item(s)

- a) Review the the Arapahoe-Holbrook Public School Pandemic Response / Return to School Plan with recommendations from the Pandemic Response Committee.
  - b) Review Committee Structures & Membership for Start of 2022-23 School Year
  - c) Review Superintendent Evaluation Process
- 6) Action Item(s)
- a) Consent Agenda, including Minutes and Financial Reports
  - b) Claims
  - c) Discuss, consider, and take action on approving Board Policies from KSB School Law as presented, with implementation according to board resolution.
  - d) Discuss, consider, and take action to designate Superintendent Robert Drews as the Local Education Association's representative for all Federal and State program.
  - e) Student Fees Policy
    - i) Hold Public Hearing to discuss, consider and receive input on a proposed Student Fees Policy for the 2022-23 school year.
    - ii) Discuss, consider and take action to approve the 2022-23 Student Fees Policy as presented.
  - f) Parental Involvement Policy
    - i) Hold Public Hearing to discuss, consider and receive input on the Parental Involvement Policy proposed for the 2022-23 school year.
    - ii) Discuss, consider and take action to either alter the Parental Involvement Policy and then adopt the policy as altered, or to reaffirm the Parental Involvement Policy
  - g) Discuss, consider and take action on approval of a contract with Ag Valley for vehicle fuel for the 2022-23 school year.
  - h) Discuss, consider and take action on the practice of audio recordings for all board meetings.
- 7) Personnel
- 8) Future Meetings
- a) Aug, 23, 2022 7:00pm - Budget Workshop
  - b) Sept 12, 2022 7:00pm - Budget Hearing Followed by Regular Monthly Meeting

## 9) Adjourn

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

1. Protection of the public interest; or
2. The prevention of needless injury to the reputation of an individual, and if the individual has not requested a public meeting.
3. Negotiations

**Copy of Open Meetings Act:** The Board of Education makes 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. The Act is posted on the North wall of the meeting room.

\*\* **Sequence of Agenda:** The sequence of the 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 listed on the board agenda.

### **INSTRUCTIONS FOR THOSE WHO WISH TO SPEAK DURING PUBLIC FORUM**

**Getting Started:** When it is your turn to speak during the public forum portion of the agenda, please stand and state your name and current address to the Board of Education.

**Time Limit:** You may speak only one time and must limit comments to 5 minutes or less.

**Personnel or Student Topic:** If you are planning to speak about a personnel or student matter involving an individual, please understand that our policies require that such concerns initially be directed to the administration for consideration. Board members will generally not respond to any questions you ask or comments you may make about individual staff members or students. You are cautioned that slanderous comments are not protected just because they are made at a Board meeting.

**General Rules:** Please remember that this is a public meeting for the conduct of the business of the Board of Education. Offensive language, personal attacks and hostile conduct will not be tolerated.

**Arapahoe Public Schools**

## Elementary Principal Report

### **Administrator Days: July 27-29**

There were a lot of excellent sessions. I will report on my top 3.

- 1) NSCAS Growth Reimagines the Role of Statewide Summative Assessments
  - This session was very informative. The state is moving towards a state assessment that is more growth oriented instead of a one time snap shot.
  - This new model will require schools to test three times a year. This year spring testing is the only required testing, but we have decided to do all three.
  - Fall Window: Aug. 15 to Sept. 30, 2022
  - Winter Window: Dec. 1, 2022 to Jan. 31, 2023
  - Spring (Required): Apr. 3 to May 12, 2023
  - We will also administer the MAP testing two times during the school year.
  
- 2) I AM IRON MAN
  - This session was by the 2022 Nebraska Teacher of the Year, Lee Perez.
  - Lee gave 4 bullet points for the upcoming year:
    - 1) Go in with a fresh perspective ready to take on a new year.
    - 2) Remember that even our "toughest" students are listening to you.
    - 3) Admit your mistakes and learn from them – We're human and it's ok to make mistakes.
    - 4) Embrace change – Change is how we can all grow in this amazing profession.

He also referenced this quote by Joe Newton that I found to be very powerful ...  
"It's nice to be great, but it's far greater to be nice."

- 3) NETWORKING WITH NEW PRINCIPALS
  - This session allowed me to meet other new principals and build important relationships.

### **Character Counts**

This is a SEL program that I am implementing. It focuses on the Six Pillars of Character:

- 1) Trustworthiness
- 2) Respect
- 3) Responsibility
- 4) Fairness
- 5) Caring
- 6) Citizenship

The program will allow us to use common language to promote a positive school climate in which students are encouraged to show kindness and empathy towards each other.

### **Open House: Tuesday, Aug 9, 2022 at 7:30pm**

The open house will allow students to meet their teachers and see their classrooms. It will also give me a chance to introduce myself to students and parents.

Principal's Report  
Monday, August 8, 2022

Theme for Year:  
P.R.I.D.E.= Positive & Respectful Interactions Delivered Everywhere

Student Enrollment

PreK- 26	4th - 23	9th - 31
K- 27	5th - 22	10th - 32
1st - 21	6th - 27	11th - 18
2nd - 17	7th - 28	12th - 22
3rd - 30	8th - 24	TOTAL - 338

I conducted a New Teacher Orientation for our new teachers. The following personnel came in and talked to the new teachers about their duties and responsibilities and what they do for students, staff and the school:

- Buck Franssen - Maintenance Director
- Seneca Huxoll - Custodial
- Krissy Deisley - Front Office
- Casie Helms - Student Data
- Cassie Hilker - District Clerk
- Pam Breinig = Counselor
- Julie Eidson = Transportation Director

We also went to Tornado Alley for lunch. The training went well and the new staff were given a 3-ring binder with all the information that was covered.

The mentors for the new staff are:

- Brandon Mues - Dale Henderson (4th Grade)
- Kaitlin Spaulding - Cassidy Snyder (Secondary Science)
- Valerie Leising - Ashley Woosley (Art)

On August 8, we will have our Open House so our students can get to know their teachers and bring their supplies to their classrooms and lockers. Teresa will have cookies and drinks available for our students and parents.

It is great to have Mr. Drews and Mr. Ellis on board. I am looking forward to a great school year and the implementation of many positive changes that will make APS a great school for our students.

**Arapahoe-Holbrook Public Schools**  
**Superintendent Report to Board of Education**  
**August 8, 2022**

**Building & Grounds**

1. HVAC Project - The concrete pad has been poured and paperwork has been signed by all parties involved. We have received a bill from KPE for the remaining amount owed to that firm. I will be in touch with Rasmussen soon to discuss their immediate work schedule. Ideally, we would have this done prior to school starting, but that is unlikely. Disruption to classrooms should be minimal when it occurs.
2. Fencing - We still have not received word back from any fencing contractors after our inquiry about work to be done for our school.
3. Lighting - One of the LED units has been installed on the south side of the HS wing, but the other was damaged in shipping. That will be installed as soon as it's in (probably mid August)
4. Garbage/Recycling - Garbage cans and the recycling trailer have been moved from the street on the south side of the school. We now have the garbage cans north of the bus barn and the cardboard trailer on Cedar Street. The trailer's current placement is not good for traffic on the street or for those exiting our west parking lot. There is an option to move the trailer, but it becomes much less available to the public in that case. I'd also like to examine options for the best long-term placement of the garbage, so we can minimize the impact on the presentation of the school.

**Technology**

1. Excess Computer Sales - We began offering the used student Apple computers up for sale after the last board meeting. As of August 5, we have sold 99 of the original 202 machines . We have another 25-30 individuals who are interested in purchasing, but have not yet done so. Originally, we were planning to hold on to about 30 for various applications (Graphic Design, Video Production, Journalism, Music, Art, etc.), and it looks like we'll still be able to do that.
2. Archives Kiosk - I've given the OK for Reid S. to purchase a Mimio screen to use in the classroom, but also as a display kiosk for some archived material and other displays at events. It will be on a cart that we can roll out for games/concerts/plays to provide info or searchable files to enhance the experience for those attending events in our building. We hope to be able to have it up and running by late October or early November.

3. Server and Exterior Wireless Access Points - The consortium project to bring more server capacity and exterior access points to ESU 11 schools should be starting within a week or so. Hamilton Communications will be installing the lines for those access points, and the order of projects is not yet determined, but the expectation is that all will be completed around the end of September. This project is run entirely through the ESU, with no cost to, or paperwork for, school districts.

## **Safety/Security**

EOP Training - Our EOP Safety Team met again on Thursday, August 4 at 2:30pm in the DL Room. Present were BDrews / PBreinig / BELLIS / AHuxoll / JStagemeyer / DKronhofman / SHOefs. We discussed the promotion of the Standard Response Protocol provided by [iloveguys.org](http://iloveguys.org), which is already in place but not well known/practiced at AHPS. We will be getting our staff more familiar with the lexicon and actions already in use by first responders. We then will begin training students on the terms and protocols, while simultaneously getting word out to parents and the public about the system. We also are updating our emergency packs and lists that will be in each classroom.

## **Other**

1. Contracting for Fuel - We are exploring the possibility of contracting bulk fuel for transportation with Ag Valley. Julie Eidson got a quote from them on a set amount of E-10 Gas, Diesel, and Propane. Cassie will dig out some numbers from last year to use for comparison and consideration. The Finance Committee will have this on their list for discussion prior to the meeting. If more exact details are desired, we could have them ready and take action at the Budget Workshop on August 23, but I'll have this listed as an action item in case everyone is in agreement to move forward now.
2. Summer Meal Program - Final numbers are in and the program served more meals during this summer season (3,810) than the previous summer (3,004). We will review the scheduling and days offered for this program over the course of the first semester so that any changes for the Summer of '23 will be known well in advance of the end of school.
3. Lunch Reimbursements - Federal guidelines have come out, and adult breakfast/lunch prices have been set. Breakfast is \$2.60 and Lunch is \$4.25.
4. NASB Mtg/Conf Dates
  - a. Sept 21 (Wed) Area Mtg @ Kearney (leave 3:30pm - sessions/supper/awards)
  - b. Oct 5-6 (Wed-Thur) Labor Relations Conference @ Lincoln
  - c. Nov 16-18 (Wed-Fri) NASB State Education Conference @ CHI Omaha

**MINUTES OF THE MEETING OF THE BOARD OF EDUCATION OF ARAPAHOE-HOLBROOK PUBLIC SCHOOLS  
PANDEMIC COMMITTEE**

A meeting of the Board of Education of Arapahoe-Holbrook Public Schools Pandemic Committee was convened on August 4<sup>th</sup>, 2022, at 12:30 pm in the Distance Learning, 610 Walnut Street, Arapahoe, Nebraska.

Board Member(s) Present: Chad Carpenter.

Board Member(s) Absent: Lisa Anderson.

Staff Present: Bob Drews, Dustin Kronhofman, Cassie Hilker, Seneca Huxoll, Julie Stagemeyer, Ben Ellis.

Staff Absent: Rudy Perez.

Community Member(s) Present: Kylea tenBensel and Cheryl Mues (via phone).

Community Member(s) Absent: None.

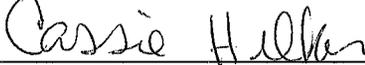
The committee reviewed the documents/reports provided.

The committee discussed the following items/topics:

- Update on COVID (CDC & Southwest Health Department).
- Keep sanitizer available at entrances, classrooms, etc.
- Open the water fountains.
- Discontinue wiping down desks in between each period.
- Continue sanitizing every room each night with the sprayer.
- Monitor sickness with spreadsheet & increase sanitization as needed according to the data on that spreadsheet.
- No masks required.

The meeting ended at approximately 1:00 pm.

ATTEST:



Cassie Hilker, Secretary



# Arapahoe-Holbrook Public School

610 Walnut Street, PO Box 360

Arapahoe, Nebraska 68922

Phone: (308) 962-5458

Fax: (308) 962-7481

Website: arapahoewarriors.org

## BOARD OF EDUCATION STANDING COMMITTEES 2022

<b>NEGOTIATIONS COMMITTEE</b>	<b>FINANCE COMMITTEE</b>
Brad Schutz, Chair	Lisa Anderson
Erick Lee	Chad Carpenter
Dan Warner	Brad Schutz

<b>AMERICAN CIVICS COMMITTEE</b>	<b>TECHNOLOGY COMMITTEE</b>
Chad Carpenter	Chad Carpenter
Rodney Whipple	Erick Lee
Lisa Anderson	Rodney Whipple

<b>TRANSPORTATION COMMITTEE</b>	<b>BUILDING &amp; GROUNDS COMMITTEE</b>
Chad Carpenter	Erick Lee
Dan Warner	Brad Schutz
Rodney Whipple	Dan Warner

<b>COMMUNITY RELATIONS COMMITTEE</b>	<b>SHARED RESOURCES COMMITTEE</b>
Lisa Anderson	Brad Schutz
Chad Carpenter	Rodney Whipple
Erick Lee	Dan Warner

<b>ADMINISTRATIVE REVIEW COMMITTEE</b>
Lisa Anderson
Dan Warner
Rodney Whipple

\*Approved at 1-10-2022 Board Meeting.

Mr. Brian Gegg, Superintendent  
Mr. Rudy Perez, PK-12 Principal  
Mr. Dustin Kronhofman, Athletic Director  
Mrs. Pamela Breinig, PK-12 Counselor

**MINUTES OF THE MEETING OF THE BOARD OF EDUCATION OF ARAPAHOE-HOLBROOK PUBLIC SCHOOLS**

A meeting of the Board of Education of Arapahoe-Holbrook Public Schools was convened in open and public session on Monday, July 11, 2022, at 4:30 PM in the Arapahoe Public School Board Room, 610 Walnut Street, Arapahoe, NE 68922-0360. The roll was called and the following Board members were present or absent: Lisa Anderson: Present, Chad Carpenter: Present, Erick Lee: Present, Brad Schutz: Present, Dan Warner: Present, Rodney Whipple: Present.

Also present was Mr. Bob Drews, Superintendent, and Cassie Hilker, Board Secretary. Visitors were present.

Notice of the meeting was given in advance by publication and/or posting in accordance with the Board approved method for giving notice of meetings. Notice of this meeting was given in advance to all members of the Board of Education. The Secretary of the Board maintains a list of the news media requesting notification of meetings and advance notification to the listed media of the time and place of the meeting and the subjects to be discussed at this meeting was provided. Availability of the agenda was communicated in the publicized notice and a current copy of the Agenda was maintained as stated in the publicized notice. All proceedings of the Board of Education, except as may be hereinafter noted, were taken while the convened meeting was open to the attendance of the public. A recording of said meeting can be found at [www.arapahoewarriors.org](http://www.arapahoewarriors.org) under the Board of Education tab.

Opening the Meeting:

Call to Order: President Anderson called the meeting to order at 4:30 pm.

Nebraska Open Meetings Act: At the beginning of the meeting, President Anderson announced and informed the public that a current copy of the Open Meetings Act was posted on the wall of the meeting room and directed the public to its location.

Publication of Meeting/Sign Acknowledgement of Receipt of Meeting Notice:

Roll Call:

Excuse Board Member Absences: None.

Welcome Visitors: None.

Approval of agenda as presented:

Motion was made by Chad Carpenter and seconded by Brad Schutz to approve the agenda as presented.

The motion Carried.

Anderson: Yea, Carpenter: Yea, Lee: Yea, Schutz: Yea, Warner: Yea, Whipple: Yea

Yea: 6, Nay: 0

Discussion Item(s):

NRCSA Board-New Superintendent Transition Meeting: Dan Bird with NRCSA worked with the Board and Superintendent on various items to build their working relationship. Topics covered included goal setting, communication (Board to Superintendent and Superintendent to Board), and expectations (Board expectations of the Superintendent and Superintendent expectations of the Board). They also discussed complaint procedures and updating the Superintendent Evaluation Tool.

Adjourn:

Motion was made by Chad Carpenter and seconded by Erick Lee to adjourn the meeting at 6:23 pm.

The motion Carried.

Anderson: Yea, Carpenter: Yea, Lee: Yea, Schutz: Yea, Warner: Yea, Whipple: Yea

Yea: 6, Nay: 0

The meeting was duly adjourned.

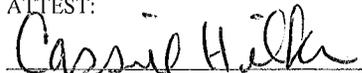
DATED this Monday, July 11, 2022

ARAPHAOE-HOLBROOK PUBLIC SCHOOLS

BY:

  
\_\_\_\_\_  
Lisa Anderson, President

ATTEST:

  
\_\_\_\_\_  
Cassie Hilker, Secretary

**MINUTES OF THE MEETING OF THE BOARD OF EDUCATION OF ARAPAHOE-HOLBROOK PUBLIC SCHOOLS  
FINANCE COMMITTEE**

A meeting of the Board of Education of Arapahoe-Holbrook Public Schools Finance Committee was convened on July 11<sup>th</sup>, 2022, at 6:30 pm in the Board Room, 610 Walnut Street, Arapahoe, Nebraska.

Board Member(s) Present: Lisa Anderson, Chad Carpenter, and Brad Schutz.

Board Member(s) Absent: None.

Staff Present: Bob Drews, Superintendent, and Cassie Hilker, Board Secretary.

Staff Absent: None.

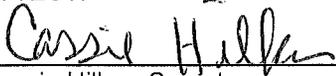
The committee reviewed the documents/reports provided.

The committee discussed the following items/topics:

- Claims.
- Vehicles.
- Track Maintenance.
- Building Fund potential needs.

The meeting ended at approximately 6:50 pm.

ATTEST:

  
\_\_\_\_\_  
Cassie Hilker, Secretary

## MINUTES OF THE MEETING OF THE BOARD OF EDUCATION OF ARAPAHOE-HOLBROOK PUBLIC SCHOOLS

A meeting of the Board of Education of Arapahoe-Holbrook Public Schools was convened in open and public session on Monday, July 11, 2022, at 7:00 PM in the Distance Learning Room, 610 Walnut Street, Arapahoe, NE 68922-0360. The roll was called and the following Board members were present or absent: Lisa Anderson: Present, Chad Carpenter: Present, Erick Lee: Present, Brad Schutz: Present, Dan Warner: Present, Rodney Whipple: Present. Also present was Mr. Bob Drews, Superintendent, Mr. Ben Ellis, Incoming Elementary Principal, and Cassie Hilker, Board Secretary. Visitors were present. Notice of the meeting was given in advance by publication and/or posting in accordance with the Board approved method for giving notice of meetings. Notice of this meeting was given in advance to all members of the Board of Education. The Secretary of the Board maintains a list of the news media requesting notification of meetings and advance notification to the listed media of the time and place of the meeting and the subjects to be discussed at this meeting was provided. Availability of the agenda was communicated in the publicized notice and a current copy of the Agenda was maintained as stated in the publicized notice. All proceedings of the Board of Education, except as may be hereinafter noted, were taken while the convened meeting was open to the attendance of the public. A recording of said meeting can be found at [www.arapahoewarriors.org](http://www.arapahoewarriors.org) under the Board of Education tab.

### Opening the Meeting:

Call to Order: President Anderson called the meeting to order at 7:00 pm.

Pledge of Allegiance: The Pledge of Allegiance was recited.

Nebraska Open Meetings Act: At the beginning of the meeting, President Anderson announced and informed the public that a current copy of the Open Meetings Act was posted on the wall of the meeting room and directed the public to its location.

Publication of Meeting/Sign Acknowledgement of Receipt of Meeting Notice:

Roll Call:

Excuse Board Member Absences: None.

Welcome Visitors: Visitors were present.

Approval of agenda as presented:

Motion was made by Dan Warner and seconded by Erick Lee to approve the agenda as presented.

The motion Carried.

Anderson: Yea, Carpenter: Yea, Lee: Yea, Schutz: Yea, Warner: Yea, Whipple: Yea

Yea: 6, Nay: 0

### Reports:

Elementary Principal: Mr. Ellis presented the Elementary Principal Report.

Secondary Principal: The Board reviewed Mr. Perez' Principal Report.

Superintendent: Mr. Drews presented the Superintendent Report.

Board Member(s): None.

Board Committee(s): Anderson reported that the Finance Committee met prior to this meeting. They discussed claims, budget, carpeting of 4 HS rooms, track maintenance. Warner stated that a decision needs to be made by January 2023 regarding the current bus lease. This would allow time for new busses to get here if new busses are necessary.

### Discussion Item(s):

Staffing Issues: Drews shared staffing concerns with the Board. This is a concern all schools are facing currently.

COVID Leave for 2022-23: Drews shared the 2021-22 COVID Sick Leave Guidelines with the Board and discussed COVID Sick Leave for 2022-23.

22-23 Board Meeting Dates: Drews shared a schedule of upcoming board meeting dates with the Board.

Audio Recording of Board Meetings: Drews discussed continuing/discontinuing the online audio recording of the board meetings with the Board.

### Action Item(s):

Consent Agenda, including Minutes and Financial Reports:

Motion was made by Chad Carpenter and seconded by Rodney Whipple to approve the consent agenda as presented.

The motion Carried.

Anderson: Yea, Carpenter: Yea, Lee: Yea, Schutz: Yea, Warner: Yea, Whipple: Yea

Yea: 6, Nay: 0

Claims:

Motion was made by Dan Warner and seconded by Rodney Whipple to approve the expenditures and payments totaling \$407,180.98 as submitted by administration to the Board.

The motion Carried.

Anderson: Yea, Carpenter: Yea, Lee: Yea, Schutz: Yea, Warner: Yea, Whipple: Abstain (Claim #35075 to ATC for \$359.57)

Yea: 5, Nay: 0, Abstain (With Conflict): 1

Discuss, consider, and take action on approving the list of laptop computers as excess/surplus equipment to be sold:

Motion was made by Erick Lee and seconded by Rodney Whipple to approve the list of laptop computers as excess/surplus equipment as presented to be sold.

The motion Carried.

Anderson: Yea, Carpenter: Yea, Lee: Yea, Schutz: Yea, Warner: Yea, Whipple: Yea  
Yea: 6, Nay: 0

Discuss, consider and take action on approving the purchase of 25 new MacBooks for teachers as presented in the quote from Computer Hardware Inc.:  
Motion was made by Brad Schutz and seconded by Rodney Whipple to approve purchasing up to 30 new MacBooks for teachers at the per item price of \$999 as presented in the Computer Hardware quote.

The motion Carried.

Anderson: Yea, Carpenter: Yea, Lee: Yea, Schutz: Yea, Warner: Yea, Whipple: Yea  
Yea: 6, Nay: 0

Discuss, consider, and take action on a resolution to delay implementation of new Board Policies from KSB School Law:

Motion was made by Rodney Whipple and seconded by Erick Lee to approve the resolution to delay implementation of new board policies as presented.

The motion Carried.

Anderson: Yea, Carpenter: Yea, Lee: Yea, Schutz: Yea, Warner: Yea, Whipple: Yea  
Yea: 6, Nay: 0

Discuss, consider and take action on approving Board Policies from KSB School Law as presented, with implementation to follow according to board resolution:

Motion was made by Rodney Whipple and seconded by Chad Carpenter to approve the policies as presented with implementation to follow per the board resolution.

The motion Carried.

Anderson: Yea, Carpenter: Yea, Lee: Yea, Schutz: Yea, Warner: Yea, Whipple: Yea  
Yea: 6, Nay: 0

Discuss, consider, and take action on approving updated Student/Parent, Staff, Coaches, Activities and Early Childhood handbooks for the 2022-23 school year:

Motion was made by Rodney Whipple and seconded by Dan Warner to approve updated Student/Parent, Staff, Coach, Activities, and Early Childhood Handbooks for the 2022-23 school year.

The motion Carried.

Anderson: Yea, Carpenter: Yea, Lee: Yea, Schutz: Yea, Warner: Yea, Whipple: Yea  
Yea: 6, Nay: 0

Discuss, consider, and take action on approving a teaching contract for Chuck Collins during 1st Semester of the 2022-23 school year:

Motion was made by Brad Schutz and seconded by Erick Lee to approve the 2022-23 Semester 1 teaching contract for Chuck Collins as presented.

The motion Carried.

Anderson: Yea, Carpenter: Yea, Lee: Yea, Schutz: Yea, Warner: Yea, Whipple: Yea  
Yea: 6, Nay: 0

Discuss, consider, and take action on approving the School-To-Work/Work Release Agreement for students interested in out-of-school job or career opportunities: No action.

Personnel: Drews stated that we are close to being fully staffed with Paraprofessionals. Lee stated that he would like to revisit an updated pay scale for classified staff.

Future Meetings: Finance Committee Meeting at 6:30 pm on 8/8/22; Regular Board Meeting at 7:00 pm on 8/8/22.

Adjourn:

Motion was made by Chad Carpenter and seconded by Erick Lee to adjourn the meeting at 8:23 pm.

The motion Carried.

Anderson: Yea, Carpenter: Yea, Lee: Yea, Schutz: Yea, Warner: Yea, Whipple: Yea  
Yea: 6, Nay: 0

The meeting was duly adjourned.

DATED this Monday, July 11, 2022

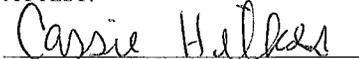
ARAPHAOE-HOLBROOK PUBLIC SCHOOLS

BY:



Lisa Anderson, President

ATTEST:

  
Cassie Hilker, Secretary

**MINUTES OF THE MEETING OF THE BOARD OF EDUCATION OF ARAPAHOE-HOLBROOK PUBLIC SCHOOLS  
PANDEMIC COMMITTEE**

A meeting of the Board of Education of Arapahoe-Holbrook Public Schools Pandemic Committee was convened on August 4<sup>th</sup>, 2022, at 12:30 pm in the Distance Learning, 610 Walnut Street, Arapahoe, Nebraska.

Board Member(s) Present: Chad Carpenter.

Board Member(s) Absent: Lisa Anderson.

Staff Present: Bob Drews, Dustin Kronhofman, Cassie Hilker, Seneca Huxoll, Julie Stagemeyer, Ben Ellis.

Staff Absent: Rudy Perez.

Community Member(s) Present: Kylea tenBensel and Cheryl Mues (via phone).

Community Member(s) Absent: None.

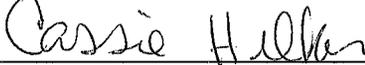
The committee reviewed the documents/reports provided.

The committee discussed the following items/topics:

- Update on COVID (CDC & Southwest Health Department).
- Keep sanitizer available at entrances, classrooms, etc.
- Open the water fountains.
- Discontinue wiping down desks in between each period.
- Continue sanitizing every room each night with the sprayer.
- Monitor sickness with spreadsheet & increase sanitization as needed according to the data on that spreadsheet.
- No masks required.

The meeting ended at approximately 1:00 pm.

ATTEST:



Cassie Hilker, Secretary

**Arapahoe Public Schools - Dist 18 Treasurer's Report  
July 31, 2022**

<b>General Fund</b>
---------------------

Beginning Balance July 1, 2022	\$	1,454,273.62
Receipts:		
Frontier County Treasurer	\$	3,973.55
Furnas County Treasurer	\$	30,596.02
Gosper County Treasurer	\$	4,656.72
State of Nebraska	\$	80,431.03
Interest	\$	430.77
Clearing Account Deposits	\$	-
Preschool	\$	30.00
ESU Unit #11 and #10	\$	78.39
NASB	\$	2,928.37
General Clearing	\$	4,349.97
Section 125	\$	1,711.64
Computer sales	\$	14,030.00
Adjustment	\$	(636.37)
	\$	142,580.09
Disbursements:	\$	356,467.21
Closing Balance July 31, 2022	\$	<u>1,240,386.50</u>

ACCOUNTS:

Cash Account	\$	189,106.31
Clearing Cash Account	\$	11,182.16
Section 125 Cash Account	\$	6,143.03
First Central CD	\$	1,033,955.00
	\$	<u>1,240,386.50</u>

<b>Building Fund</b>
----------------------

Beginning Balance July 1, 2022	\$	194,044.20
Receipts:	\$	63.79
Disbursements:	\$	17,778.79
Closing Balance July 31, 2022	\$	<u>176,329.20</u>

ACCOUNTS:

Cash Account-First Central	\$	4.20
MM Account-First State	\$	-
First Central CD	\$	176,325.00
First State CD	\$	-
	\$	<u>176,329.20</u>

<b>Bond Fund</b>
------------------

Beginning Balance July 1, 2022	\$	771,357.39
Receipts:	\$	5,765.81
Disbursements:	\$	-
Closing Balance July 31, 2022	\$	<u>777,123.20</u>

ACCOUNTS:

Cash Account-First Central	\$	3,963.20
First Central CD	\$	773,160.00
First State CD	\$	-
	\$	<u>777,123.20</u>

<b>Depreciation</b>
---------------------

Beginning Balance July 1, 2022	\$	113,880.36
Receipts:	\$	37.44
Disbursements:	\$	-
Closing Balance July 31, 2022	\$	<u>113,917.80</u>

ACCOUNTS:

Cash Account	\$	2.80
First Central CD	\$	113,915.00
First State CD	\$	-
	\$	<u>113,917.80</u>

<b>Qualified Capital Purpose Undertaking</b>
--

Beginning Balance July 1, 2022	\$	55.65
Receipts:	\$	-
Disbursements:	\$	-
Closing Balance July 31, 2022	\$	<u>55.65</u>

ACCOUNTS:

Cash Account	\$	55.65
First Central CD	\$	-
First State CD	\$	-
	\$	<u>55.65</u>

<b>Employee Benefit</b>
-------------------------

Beginning Balance July 1, 2022	\$	5,444.63
Receipts:	\$	1.79
Disbursements:	\$	-
Closing Balance July 31, 2022	\$	<u>5,446.42</u>

ACCOUNTS:

Cash Account	\$	1.42
First Central CD	\$	5,445.00
First State CD	\$	-
	\$	<u>5,446.42</u>

<b>Student Fees</b>
---------------------

Beginning Balance July 1, 2022	\$	14,354.21
Receipts:	\$	-
Disbursements:	\$	-
Closing Balance July 31, 2022	\$	<u>14,354.21</u>

ACCOUNTS:

Cash Account	\$	14,354.21
First Central CD	\$	-
First State CD	\$	-
	\$	<u>14,354.21</u>

<b>School Lunch</b>
---------------------

Beginning Balance July 1, 2022	\$	45,712.83
Receipts:	\$	8,482.74
Disbursements:	\$	10,614.71
Closing Balance July 31, 2022	\$	<u>43,580.86</u>

ACCOUNTS:

Cash Account	\$	43,580.86
First Central CD	\$	-
First State CD	\$	-
	\$	<u>43,580.86</u>

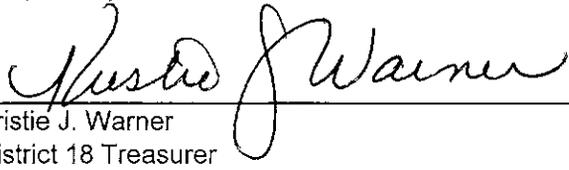
<b>Activities</b>
-------------------

Beginning Balance July 1, 2022	\$ 178,970.27
Receipts:	\$ 6,094.27
Disbursements:	\$ 12,716.67
Closing Balance July 31, 2022	<u>\$ 172,347.87</u>

ACCOUNTS:

Cash Account	\$ 172,647.87
First Central CD	\$ -
First State CD	\$ -
	<u>\$ 172,647.87</u>

Respectfully submitted:

  
\_\_\_\_\_  
Kristie J. Warner  
District 18 Treasurer

Arapahoe Public School District  
Account Balance Report

September 2021 - August 2022

	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Jul-22	Aug-22	YTD Average	Change in Balance	Aug-21
<b>Fund Cash Accounts</b>															
01-General	241,485	116,627	93,505	363,818	249,528	244,907	125,082	258,751	450,699	126,436	189,106	100,548	213,374	(48,945)	149,493
01-General Clearing	10,181	10,075	10,401	10,690	9,915	11,080	10,955	11,092	11,228	11,818	11,182	11,182	10,817	1,182	10,000
01-General Section 125	6,315	7,866	8,694	8,225	7,546	6,218	6,704	6,451	6,095	6,590	6,143	6,134	6,915	1,532	4,603
02-Depreciation	-	1	4	5	1	5	1	1	4	0	3	2	2	(124,999)	125,000
03-Employee Benefit	2	4	2	4	6	7	9	11	13	15	1	3	6	(7,499)	7,502
05-Activities	142,716	136,996	154,687	156,485	152,719	148,788	145,371	139,035	130,659	178,970	172,348	157,076	151,321	19,335	137,741
06-Nutrition	20,042	38,581	36,757	33,539	12,907	32,824	31,773	40,105	40,566	45,713	43,581	38,402	34,566	(12,298)	50,700
07-Bond	24,274	1,300	1,969	59,918	39,742	31,992	6,390	42,345	73,283	8,767	3,963	1	24,495	(14,819)	14,820
08-Building (FCB)	2	2	4	4	2	4	2	5	3	4	4	4	3	(1)	5
08-Building (FSB)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
09-OCPUF	56	56	56	56	56	56	56	56	56	56	56	56	56	-	56
12-Student Fee	19,788	15,432	15,432	14,897	14,670	14,570	14,355	14,595	14,693	14,354	14,354	13,040	15,015	(13,209)	26,249
<b>Total - Cash</b>	<b>\$ 464,860</b>	<b>\$ 326,940</b>	<b>\$ 321,512</b>	<b>\$ 647,641</b>	<b>\$ 487,091</b>	<b>\$ 490,451</b>	<b>\$ 340,698</b>	<b>\$ 512,445</b>	<b>\$ 727,298</b>	<b>\$ 392,723</b>	<b>\$ 440,742</b>	<b>\$ 326,448</b>	<b>\$ 468,400</b>	<b>\$ (199,720)</b>	<b>\$ 526,168</b>
<b>CD Accounts</b>															
01-General (First Central)	1,128,385	1,078,705	796,455	500,995	1,061,420	1,155,615	1,041,295	891,980	1,457,745	1,309,430	1,033,955	704,955	1,013,411	15,130	689,825
01-General (First State)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
02-Depreciation	125,000	125,040	125,080	125,120	125,165	117,380	117,420	117,460	113,835	113,880	113,915	113,955	119,438	113,955	-
03-Employee Benefit	7,600	7,600	5,430	5,430	5,430	5,430	5,430	5,430	5,430	5,430	5,445	5,445	5,794	5,345	100
07-Bond	834,835	869,495	168,220	170,690	370,535	432,885	469,160	501,075	683,930	762,590	773,160	779,715	568,023	54,065	725,650
08-Building	213,360	212,370	212,440	212,510	206,670	204,920	201,445	197,160	196,360	194,040	176,325	176,385	200,332	(36,895)	213,280
09-OCPUF	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Total - CD</b>	<b>\$ 2,309,180</b>	<b>\$ 2,293,210</b>	<b>\$ 1,307,625</b>	<b>\$ 1,014,745</b>	<b>\$ 1,769,220</b>	<b>\$ 1,916,210</b>	<b>\$ 1,834,750</b>	<b>\$ 1,713,105</b>	<b>\$ 2,457,300</b>	<b>\$ 2,385,370</b>	<b>\$ 2,102,800</b>	<b>\$ 1,780,455</b>	<b>\$ 1,918,501</b>	<b>\$ 151,600</b>	<b>\$ 1,628,855</b>
<b>Total - All</b>	<b>\$ 2,774,040</b>	<b>\$ 2,620,160</b>	<b>\$ 1,629,137</b>	<b>\$ 1,662,386</b>	<b>\$ 2,256,311</b>	<b>\$ 2,406,661</b>	<b>\$ 2,175,448</b>	<b>\$ 2,225,550</b>	<b>\$ 3,184,598</b>	<b>\$ 2,778,093</b>	<b>\$ 2,543,542</b>	<b>\$ 2,106,903</b>	<b>\$ 2,386,901</b>	<b>\$ (48,120)</b>	<b>\$ 2,155,023</b>

**Arapahoe Public School District  
Account Balance Report by Fund  
September 2021 - August 2022**

	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Jul-22	Aug-22	YTD Average	Change in Balance	Aug-21
<b>01-General</b>															
01-General Cash	241,485	116,627	93,505	363,818	249,528	244,907	125,082	258,751	450,599	126,436	189,106	100,548	213,374	(48,945)	149,463
01-General Clearing	10,181	10,075	10,401	10,690	9,915	11,060	10,955	11,092	11,228	11,818	11,182	11,182	10,817	1,832	10,000
01-General Section 125	6,315	7,866	8,694	8,225	7,546	6,218	6,704	6,451	6,095	6,590	6,143	6,134	6,915	1,532	4,603
01-General CD (First Central)	1,128,385	1,078,705	796,495	500,995	1,061,420	1,155,615	1,041,295	891,980	1,457,745	1,309,430	1,033,955	704,955	1,013,411	15,130	689,823
01-General CD (First State)															
<b>Total - General</b>	<b>\$ 1,366,365</b>	<b>\$ 1,213,273</b>	<b>\$ 909,056</b>	<b>\$ 883,728</b>	<b>\$ 1,328,409</b>	<b>\$ 1,417,820</b>	<b>\$ 1,184,036</b>	<b>\$ 1,168,273</b>	<b>\$ 1,925,767</b>	<b>\$ 1,454,274</b>	<b>\$ 1,240,387</b>	<b>\$ 822,820</b>	<b>\$ 1,244,517</b>	<b>\$ (31,101)</b>	<b>\$ 855,921</b>
<b>02-Depreciation</b>															
02-Depreciation Cash		1	4	5	1	5	1	1	4	0	3	2	2	(124,999)	125,000
02-Depreciation CD	125,000	125,040	125,060	125,120	125,165	117,380	117,420	117,460	113,635	113,880	113,915	113,955	119,438	113,955	-
<b>Total - Depreciation</b>	<b>\$ 125,000</b>	<b>\$ 125,041</b>	<b>\$ 125,064</b>	<b>\$ 125,125</b>	<b>\$ 125,166</b>	<b>\$ 117,385</b>	<b>\$ 117,421</b>	<b>\$ 117,461</b>	<b>\$ 113,839</b>	<b>\$ 113,880</b>	<b>\$ 113,918</b>	<b>\$ 113,957</b>	<b>\$ 119,440</b>	<b>\$ (11,044)</b>	<b>\$ 125,000</b>
<b>03-Employee Benefit</b>															
03-Employee Benefit Cash	2	4	2	4	6	7	9	11	13	15	1	3	6	(7,498)	7,502
03-Employee Benefit CD	7,600	7,600	5,430	5,430	5,430	5,430	5,430	5,430	5,430	5,430	5,445	5,445	5,794	5,345	100
<b>Total - Employee Benefit</b>	<b>\$ 7,602</b>	<b>\$ 7,604</b>	<b>\$ 5,432</b>	<b>\$ 5,434</b>	<b>\$ 5,436</b>	<b>\$ 5,437</b>	<b>\$ 5,439</b>	<b>\$ 5,441</b>	<b>\$ 5,443</b>	<b>\$ 5,445</b>	<b>\$ 5,446</b>	<b>\$ 5,448</b>	<b>\$ 5,801</b>	<b>\$ (2,154)</b>	<b>\$ 7,602</b>
<b>05-Activities</b>															
05-Activities Cash	142,716	136,996	154,687	156,485	152,719	148,788	145,371	139,035	130,659	178,970	172,348	157,076	151,321	19,335	137,741
<b>Total - Activities</b>	<b>\$ 142,716</b>	<b>\$ 136,996</b>	<b>\$ 154,687</b>	<b>\$ 156,485</b>	<b>\$ 152,719</b>	<b>\$ 148,788</b>	<b>\$ 145,371</b>	<b>\$ 139,035</b>	<b>\$ 130,659</b>	<b>\$ 178,970</b>	<b>\$ 172,348</b>	<b>\$ 157,076</b>	<b>\$ 151,321</b>	<b>\$ 19,335</b>	<b>\$ 137,741</b>
<b>06-Nutrition</b>															
06-Nutrition Cash	20,042	38,581	36,757	33,539	12,907	32,824	31,773	40,105	40,566	45,713	43,581	38,402	34,566	(12,296)	50,700
<b>Total - Nutrition</b>	<b>\$ 20,042</b>	<b>\$ 38,581</b>	<b>\$ 36,757</b>	<b>\$ 33,539</b>	<b>\$ 12,907</b>	<b>\$ 32,824</b>	<b>\$ 31,773</b>	<b>\$ 40,105</b>	<b>\$ 40,566</b>	<b>\$ 45,713</b>	<b>\$ 43,581</b>	<b>\$ 38,402</b>	<b>\$ 34,566</b>	<b>\$ (12,296)</b>	<b>\$ 50,700</b>
<b>07-Bond</b>															
07-Bond Cash	24,274	1,300	1,969	59,918	39,742	31,982	6,390	42,345	73,283	8,767	3,963	1	24,495	(14,819)	14,820
07-Bond CD	834,835	869,495	168,220	170,690	370,635	432,865	469,160	501,075	663,930	762,590	773,160	779,715	568,023	54,065	726,650
<b>Total - Bond</b>	<b>\$ 859,109</b>	<b>\$ 870,795</b>	<b>\$ 170,189</b>	<b>\$ 230,608</b>	<b>\$ 410,277</b>	<b>\$ 464,857</b>	<b>\$ 475,550</b>	<b>\$ 543,420</b>	<b>\$ 757,213</b>	<b>\$ 771,357</b>	<b>\$ 777,123</b>	<b>\$ 779,716</b>	<b>\$ 592,518</b>	<b>\$ -39,246</b>	<b>\$ 740,470</b>
<b>08-Building</b>															
08-Building Cash (FCB)	2	2	4	4	2	4	2	5	3	4	4	4	3	(1)	5
08-Building Cash (FSB)															
08-Building CD	213,360	212,370	212,440	212,510	206,670	204,920	201,445	197,160	196,360	194,040	176,325	176,385	200,332	(36,895)	213,280
<b>Total - Building</b>	<b>\$ 213,362</b>	<b>\$ 212,372</b>	<b>\$ 212,444</b>	<b>\$ 212,514</b>	<b>\$ 206,672</b>	<b>\$ 204,924</b>	<b>\$ 201,447</b>	<b>\$ 197,165</b>	<b>\$ 196,363</b>	<b>\$ 194,044</b>	<b>\$ 176,329</b>	<b>\$ 176,389</b>	<b>\$ 200,336</b>	<b>\$ (36,895)</b>	<b>\$ 213,285</b>
<b>09-QC/PUF</b>															
09-QC/PUF Cash	56	56	56	56	56	56	56	56	56	56	56	56	56	-	56
09-QC/PUF CD														-	56
<b>Total - QC/PUF</b>	<b>\$ 56</b>	<b>\$ -</b>	<b>\$ 56</b>												
<b>12-Student Fee</b>															
12-Student Fee Cash	19,788	15,432	15,432	14,897	14,670	14,570	14,355	14,595	14,693	14,354	14,354	13,040	15,015	(13,209)	26,249
<b>Total - Student Fee</b>	<b>\$ 19,788</b>	<b>\$ 15,432</b>	<b>\$ 15,432</b>	<b>\$ 14,897</b>	<b>\$ 14,670</b>	<b>\$ 14,570</b>	<b>\$ 14,355</b>	<b>\$ 14,595</b>	<b>\$ 14,693</b>	<b>\$ 14,354</b>	<b>\$ 14,354</b>	<b>\$ 13,040</b>	<b>\$ 15,015</b>	<b>\$ (13,209)</b>	<b>\$ 26,249</b>
<b>Total - All</b>	<b>\$ 2,774,040</b>	<b>\$ 2,620,150</b>	<b>\$ 1,629,137</b>	<b>\$ 1,662,386</b>	<b>\$ 2,256,311</b>	<b>\$ 2,406,661</b>	<b>\$ 2,175,448</b>	<b>\$ 2,225,650</b>	<b>\$ 3,184,598</b>	<b>\$ 2,778,093</b>	<b>\$ 2,543,542</b>	<b>\$ 2,105,903</b>	<b>\$ 2,363,568</b>	<b>\$ (48,120)</b>	<b>\$ 2,155,023</b>

**Arapahoe Public School District  
Receipt / Expenditure Report  
September 2021 - August 2022**

	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Jul-22	Aug-22	YTD Average	YTD Actual	YTD Budget	% Remaining	Over Budget / (Under Budget)
<b>Receipts</b>																	
01-General	899,270	176,436	56,101	335,720	787,510	444,722	117,657	343,715	1,124,140	119,140	142,580	25,273	381,022	4,572,263	5,592,034	18.24%	(1,019,771)
02-Depreciation	-	-	42	41	42	44	39	40	36	41	2	37	2	439	5,000	99.57%	(4,579)
03-Employee Benefit	22,300	15,749	35,858	32,996	23,174	13,526	7,120	8,705	13,970	68,511	8,094	834	20,756	248,858	150,000	56.89%	98,858
05-Activities	1,900	53,096	27,001	31,047	2,143	52,135	30,649	39,553	27,527	20,245	8,483	235	24,527	254,324	283,350	-18.51%	45,974
06-Nutrition	118,639	11,888	2,260	61,284	179,659	54,981	10,737	67,889	247,776	14,145	5,766	2,582	64,748	776,975	831,110	6.31%	(54,137)
08-Building (FCB)	77	70	72	70	70	72	63	68	61	71	64	60	68	818	2,500	67.27%	(1,682)
09-OCPIUF	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
12-Student Fee	1,005	-	-	40	150	279	35	375	494	-	-	-	187	2,368	1,000	-136.81%	1,368
<b>Total Receipts</b>	<b>\$ 1,043,191</b>	<b>\$ 257,390</b>	<b>\$ 121,337</b>	<b>\$ 461,170</b>	<b>\$ 992,758</b>	<b>\$ 565,360</b>	<b>\$ 166,289</b>	<b>\$ 460,327</b>	<b>\$ 1,413,996</b>	<b>\$ 222,155</b>	<b>\$ 163,028</b>	<b>\$ 29,034</b>	<b>\$ 570,398</b>	<b>\$ 5,696,045</b>	<b>\$ 6,829,994</b>	<b>13.67%</b>	<b>\$ (933,949)</b>
<b>Expenditures</b>																	
01-General	366,826	349,528	360,318	361,047	342,828	355,312	351,440	359,478	366,647	590,633	356,467	442,840	383,614	4,603,364	6,457,660	28.71%	(1,854,296)
02-Depreciation	-	-	-	-	-	7,825	-	-	3,958	-	-	-	957	11,482	125,000	90.81%	(113,518)
03-Employee Benefit	-	-	2,175	-	-	-	-	-	-	-	-	-	181	2,175	12,602	82.74%	(10,427)
05-Activities	17,326	21,469	18,167	31,199	26,940	17,456	10,538	15,041	22,346	20,200	12,717	16,105	19,125	229,503	292,397	21.51%	(62,894)
06-Nutrition Amended 6/22/22	32,558	34,867	28,825	34,265	22,776	32,217	31,701	31,220	27,066	15,098	10,615	5,413	25,552	308,622	327,283	4.56%	(14,661)
07-Bond	-	-	702,866	835	-	-	44	-	33,992	-	-	-	61,477	737,727	1,710,800	56.88%	(973,073)
08-Building (FCB)	-	1,060	-	-	5,813	1,821	3,539	4,351	862	2,390	17,779	-	3,143	37,714	215,784	82.52%	(178,070)
09-OCPIUF	-	-	-	-	-	-	-	-	-	-	-	-	-	-	55	100.00%	(55)
12-Student Fee	7,465	4,356	-	575	377	379	250	134	386	339	-	1,315	1,298	15,577	26,735	41.73%	(11,158)
<b>Total Expenditures</b>	<b>\$ 424,175</b>	<b>\$ 411,280</b>	<b>\$ 1,112,351</b>	<b>\$ 427,921</b>	<b>\$ 398,833</b>	<b>\$ 415,009</b>	<b>\$ 397,512</b>	<b>\$ 410,225</b>	<b>\$ 454,948</b>	<b>\$ 628,681</b>	<b>\$ 397,577</b>	<b>\$ 465,672</b>	<b>\$ 508,091</b>	<b>\$ 5,944,164</b>	<b>\$ 9,162,316</b>	<b>35.12%</b>	<b>\$ (3,218,152)</b>

Additional Information:	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Jul-22	Aug-22	Total Sep-21	Total Jan-Aug	Total Sep-Aug
General Fund Only															
Frontier County Taxes Coll'd	15,414	2,203			45,349		8,115	4,026	6,166	163	3,974	17	\$ 63,460	\$ 63,783	\$ 63,490
Furnas County Taxes Coll'd	862,351	20,613	3,036	157,561	372,543	58,733	28,356	96,091	705,957	39,652	9,560	9,182	\$ 2,083,654	\$ 1,320,094	\$ 2,093,694
Gosper County Taxes Coll'd	254,008	58,697	8,580	106,892	301,345	29,354	11,946	44,664	317,768	11,049	2,775	574	\$ 1,147,853	\$ 719,475	\$ 1,147,853
Interest on REIPF Frontier Co. Taxes Coll'd		0													
Interest on REIPF Furnas Co. Taxes Coll'd	211	699	242	316	988	560	1,393		63	360	93	17	\$ 4,923	\$ 3,455	\$ 4,923
Interest on REIPF Gosper Co. Taxes Coll'd	131	93	212	726	1,645	240			86	157	10	30	\$ 3,320	\$ 2,158	\$ 3,320
Carline Taxes (All Counties)	1,587								3,071				\$ 4,658	\$ 3,071	\$ 4,658
Motor Vehicle Taxes (All Counties)	24,519	12,179	11,040	9,487	16,143	54,569	13,817	14,599	15,331	13,705	14,987	11,049	\$ 57,224	\$ 154,200	\$ 211,425
Fines & Licenses (All Counties)	889	906	1,029	903	1,188	703	1,272	3,590	3,590	3,119	2,160	1,452	\$ 3,727	\$ 12,692	\$ 16,418
Homestead (All Counties)						3,585	3,590	3,590	3,590	3,590	3,554		\$ 10,764	\$ 21,498	\$ 21,498
Prop/Pers Prop Tax Credit (All Counties)						135,650		135,650	3,933				\$ 275,233	\$ 275,233	\$ 275,233
Pro Rate MV (All Counties)		1,286			1,992			2,523	75		2,072		\$ 1,286	\$ 6,662	\$ 7,948
State Aid	11,671	11,671	11,671	11,671	11,671				23,342				\$ 105,039	\$ 58,355	\$ 105,039
SPED SA Reimb FY 20-21 (Approx. 43%)				31,091	28,286	22,243	30,770	28,494	32,064				\$ 172,948	\$ 141,857	\$ 172,948
Apportionment (School Land)													\$ 35,139	\$ 35,139	\$ 35,139
Intra-Fund Loan															
All other receipts	8,489	68,001	20,291	17,072	6,360	92,285	8,736	13,351	10,656	47,345	103,354	2,978	\$ 113,853	\$ 285,065	\$ 399,919
Total Taxes Coll'd	851,774	81,603	11,616	284,453	719,237	88,087	46,417	144,792	1,023,881	50,863	16,329	9,756	\$ 1,209,445	\$ 62,105,352	\$ 3,314,797
Expenditures-Payroll/Benefits	306,768	295,565	305,583	282,458	269,534	280,264	282,031	274,146	295,070	270,631	260,291	269,135	\$ 3,402,478	\$ 2,212,102	\$ 3,402,478
Expenditures-All Other	60,057	53,963	54,734	78,569	73,294	75,048	59,409	85,332	70,577	320,002	96,176	173,705	\$ 247,344	\$ 983,943	\$ 1,200,887
Intra-Fund Loan Repayment XXXXXX															
Running Balance	\$ 1,386,365	\$ 1,213,273	\$ 909,056	\$ 883,728	\$ 1,328,409	\$ 1,417,820	\$ 1,184,036	\$ 1,168,273	\$ 1,925,767	\$ 1,454,274	\$ 1,240,387	\$ 822,820			
\$ 853,921															
* Cash on Hand as of 8/31/21															
Number of Months the District could operate with the monthly cash balances based on average expenditures of \$400K	3.47	3.03	2.27	2.21	3.32	3.54	2.96	2.92	4.81	3.64	3.10	2.06			
Nutrition Fund Only															
State of NE Reimb															
Xfr from General Fund	1,900	3,612	1,887	4,566	2,143	3,635	2,647	12,165	4,213	629	329	235	\$ 11,964	\$ 25,996	\$ 37,960
All other receipts	11,442	11,515	10,317	10,117	9,777	10,189	10,187	10,014	9,297	8,464	4,875	4,456	\$ 110,650	\$ 67,258	\$ 110,650
Expenditures-Payroll/Benefits	21,116	23,362	18,508	24,148	12,988	22,028	21,514	21,207	17,770	6,634	5,740	957	\$ 87,124	\$ 108,848	\$ 195,972
Expenditures-All Other															
Running Balance	\$ 20,042	\$ 38,561	\$ 36,757	\$ 53,539	\$ 12,907	\$ 32,824	\$ 31,773	\$ 40,105	\$ 40,566	\$ 45,713	\$ 43,581	\$ 38,402			
\$ 50,700															
* Cash on Hand as of 8/31/21															
Number of Months the District could operate with the monthly cash balances based on average expenditures of \$24K	0.84	1.61	1.53	1.40	0.54	1.37	1.32	1.67	1.69	1.90	1.82	1.60			



# Arapahoe Public School District #18

## Cash Receipts Customer History Report - July 2022

Customer Name				
1 - Furnas County Treasurer				
Batch No.	Receipt No.	Date	Description	Amount
002950	00003	7/11/2022	Fines (Gen)	\$1,925.67
002951	00001	7/11/2022	Interest / Penalties (Bond)	\$13.73
002950	00002	7/11/2022	Interest / Penalties (Gen)	\$57.73
002950	00001	7/11/2022	MV (Gen)	\$14,377.91
002951	00002	7/11/2022	Taxes (Bond)	\$922.72
002950	00004	7/11/2022	Taxes (Gen)	\$3,878.76
002962	00004	7/20/2022	Fines (Gen)	\$20.00
002963	00002	7/20/2022	Homestead (Bond)	\$720.65
002962	00002	7/20/2022	Homestead (Gen)	\$3,029.26
002963	00001	7/20/2022	Interest / Penalties (Bond)	\$8.48
002962	00001	7/20/2022	Interest / Penalties (Gen)	\$35.64
002963	00003	7/20/2022	Pro-Rate MV (Bond)	\$373.51
002962	00003	7/20/2022	Pro-Rate MV (Gen)	\$1,570.05
002963	00004	7/20/2022	Taxes (Bond)	\$1,356.22
002962	00005	7/21/2022	Taxes (Gen)	\$5,701.00
<b>Sub Total</b>				<b>\$33,991.33</b>

Customer Name				
10 - State of NE-Lunch				
Batch No.	Receipt No.	Date	Description	Amount
002971	00002	7/20/2022	SFP Admin FY 2022 (Nut)	\$761.81
002971	00001	7/20/2022	SFP Operating FY 2022 (Nut)	\$7,391.99
<b>Sub Total</b>				<b>\$8,153.80</b>

Customer Name				
14 - State of NE				
Batch No.	Receipt No.	Date	Description	Amount
002978	00001	7/26/2022	State of NE-Title (Gen)	\$8,162.00
002978	00002	7/26/2022	State of NE-Title (Gen)	\$70,477.00
<b>Sub Total</b>				<b>\$78,639.00</b>

Customer Name				
2 - Gosper County Treasurer				
Batch No.	Receipt No.	Date	Description	Amount
002953	00001	7/7/2022	Interest / Penalties (Bond)	\$0.19
002952	00002	7/7/2022	Interest / Penalties (Gen)	\$0.82
002952	00001	7/7/2022	MV (Gen)	\$609.50
002953	00002	7/7/2022	Pro-Rate MV (Bond)	\$119.45
002952	00003	7/7/2022	Pro-Rate MV (Gen)	\$502.11
002953	00003	7/7/2022	Taxes (Bond)	\$500.70
002952	00004	7/7/2022	Taxes (Gen)	\$2,104.69
002964	00003	7/20/2022	Fines (Gen)	\$234.70
002965	00002	7/20/2022	Homestead (Bond)	\$124.87
002964	00002	7/20/2022	Homestead (Gen)	\$524.89
002965	00001	7/20/2022	Interest / Penalties (Bond)	\$2.24

002964	00001	7/20/2022	Interest / Penalties (Gen)	\$9.40
002965	00003	7/20/2022	Taxes (Bond)	\$159.53
002964	00004	7/20/2022	Taxes (Gen)	\$670.61
<b>Sub Total</b>				<b>\$5,563.70</b>

**Customer Name**  
3 - Frontier County Treasurer

Batch No.	Receipt No.	Date	Description	Amount
002954	00001	7/14/2022	Taxes (Bond)	\$37.22
002977	00001	7/25/2022	Taxes (Gen)	\$3,973.55
<b>Sub Total</b>				<b>\$4,010.77</b>

**Customer Name**  
4 - State of Nebraska-Medicaid

Batch No.	Receipt No.	Date	Description	Amount
002970	00001	7/13/2022	MAC DF22 (Gen)	\$1,775.10
002970	00002	7/13/2022	MAC DF22 (Gen)	\$16.93
<b>Sub Total</b>				<b>\$1,792.03</b>

**Customer Name**  
7 - First Central Bank

Batch No.	Receipt No.	Date	Description	Amount
002938	00001	7/15/2022	CD Int (Bldg)	\$63.79
002939	00001	7/15/2022	CD Int (Bond)	\$250.71
002940	00001	7/15/2022	CD Int (Dep)	\$37.44
002941	00001	7/15/2022	CD Int (Emp Ben)	\$1.79
002937	00001	7/15/2022	CD Int (Gen)	\$430.50
002989	00001	7/31/2022	Interest (Gen)	\$0.27
<b>Sub Total</b>				<b>\$784.50</b>

**Customer Name**  
8 - Various / Miscellaneous

Batch No.	Receipt No.	Date	Description	Amount
002936	00001	7/1/2022	Gen Clrng Deposit Corr (Gen)	(\$636.37)
002942	00001	7/1/2022	Sysco Rebate (Nut)	\$111.32
002960	00001	7/5/2022	Volleyball - 4th of July Fundraiser	\$72.00
002944	00001	7/6/2022	Arby's FR 7/4 (Act-CC)	\$714.00
002945	00001	7/6/2022	Cheer FR-4th of July (Act)	\$264.00
002943	00001	7/6/2022	Firecracker Run FR (Act-GBB)	\$1,180.00
002949	00001	7/7/2022	6/29/22 Summer Food Sales (Nut)	\$2.50
002949	00002	7/7/2022	6/30/22 Summer Food Sales (Nut)	\$7.50
002949	00004	7/7/2022	7/6/22 Summer Food Sales (Nut)	\$4.50
002949	00005	7/7/2022	A. Conn-Reimb APS for Food Purch'd (Nut)	\$102.32
002946	00001	7/7/2022	ESU #10-Mileage Reimb-C. Helms (Gen)	\$78.39
002948	00001	7/7/2022	FFA-Award \$\$ for unentered categories-Holbrook Show (Act)	\$90.00
002961	00001	7/7/2022	Football - Fund U Fundraiser	\$175.00
002947	00001	7/7/2022	NASB-Insurance (Gen)	\$2,928.37
002946	00002	7/7/2022	PK (Gen)	\$30.00
002958	00003	7/14/2022	7/11/22 Summer Food Sales (Nut)	\$4.50
002958	00001	7/14/2022	7/7/22 Summer Food Sales (Nut)	\$9.00
002958	00002	7/14/2022	7/8/22 Summer Food Sales (Nut)	\$4.50

002955	00001	7/14/2022	Interest (Bond)	\$1,175.59
002991	00001	7/14/2022	Reimb-Quadiant (Gen-Clrng)	\$46.70
002969	00003	7/15/2022	Breinig, P-FSA	\$170.00
002969	00004	7/15/2022	Eman, K-FSA	\$100.00
002969	00005	7/15/2022	Foley, M-FSA	\$100.00
002969	00001	7/15/2022	Helms, K-DCA	\$416.66
002969	00006	7/15/2022	Johansen, T-FSA	\$50.00
002969	00007	7/15/2022	Monie, L-FSA	\$229.16
002969	00008	7/15/2022	Perez, R-FSA	\$229.16
002969	00002	7/15/2022	Rawson, M-DCA	\$416.66
002980	00001	7/18/2022	Class of 2024 - Country Fair Cotton Candy & Snow Cone	\$629.00
002979	00001	7/18/2022	Class of 2024 - Fair Cotton Candy & Snow Cones	\$1,754.00
002966	00002	7/20/2022	7/18/22 Summer Food Sales (Nut)	\$14.00
002966	00001	7/20/2022	7/19/22 Summer Food Sales (Nut)	\$4.50
002966	00003	7/20/2022	7/19/22 Summer Food Sales (Nut)	\$4.50
002967	00001	7/20/2022	Computer Sales (Gen)	\$3,710.00
002968	00001	7/20/2022	Milk Money (Nut)	\$20.00
002972	00001	7/21/2022	Computer Sales (Gen)	\$1,640.00
002973	00001	7/21/2022	Subway-Refund-Double Payment (Gen)	\$109.87
002975	00001	7/22/2022	B. Wendland-Cheer Pmt (Act)	\$711.27
002974	00001	7/22/2022	Computer Sales (Gen)	\$3,280.00
002976	00001	7/25/2022	Anderson-Insurance-July (Gen-Clrng)	\$1,971.97
002982	00001	7/25/2022	Computer Sales (Gen)	\$3,240.00
002976	00003	7/25/2022	Schutz-Insurance-July (Gen-Clrng)	\$1,248.77
002981	00001	7/25/2022	VB Camp (Act)	\$465.00
002983	00001	7/25/2022	VB Camp (Act)	\$40.00
002976	00002	7/25/2022	Weatherwax, L-Insurance-July (Gen-Clrng)	\$1,082.53
002984	00001	7/28/2022	Computer Sales (Gen)	\$2,160.00
002985	00001	7/28/2022	Perez-Reimb APS Food Purch'd (Nut)	\$39.80
<b>Sub Total</b>				<b>\$30,200.67</b>
<b>Grand Total</b>				<b>\$163,135.80</b>

**Arapahoe Public School District**  
**Check Payments by Fund Report**  
**August 15, 2022**

Fund	Amount	Percent
01-General (Claims)	\$ 173,696.41	38.64%
01-General (Payroll & Benefits)	\$ 269,134.71	59.87%
02-Depreciation	\$ -	
03-Employee Benefit	\$ -	
06-Nutrition (Claims)	\$ 957.30	0.21%
06-Nutrition (Payroll & Benefits)	\$ 4,455.62	0.99%
07-Bond	\$ -	
08-Building (FCB)	\$ -	
08-Building (FSB)	\$ -	
09-QCPUF	\$ -	
12-Student Fee	\$ 1,314.50	0.29%
<b>Total Claims</b>	<b>\$ 175,968.21</b>	<b>39.14%</b>
<b>Total Payroll</b>	<b>\$ 273,590.33</b>	<b>60.86%</b>
<b>Total Claims &amp; Payroll</b>	<b>\$ 449,558.54</b>	

\* A motion is needed to approve the claims including the General Fund, Nutrition Fund, and Student Fee Fund totaling \$449,558.54.

\* Whipple abstaining from Claim No. 35168 to Arapahoe Telephone Company (ATC) for \$359.57.

# Arapahoe Public School District #18

Check Listing Report 08/15/2022

Check Date	Check Number	Payee	Amount
08/15/2022	PR	Payroll & Benefits	\$273,590.33
08/15/2022	35166	Ag Valley Cooperative Non-Stock	\$1,168.76
08/15/2022	35167	Arapahoe Utilities	\$6,860.85
08/15/2022	35204	AT& T	\$127.90
08/15/2022	35168	ATC Communications	\$359.57
08/15/2022	35169	Benjamin Ellis	\$16.05
08/15/2022	35170	Black Hills Energy	\$250.18
08/15/2022	35133	CAMAS Publishing, LLC	\$164.27
08/15/2022	35171	CAMAS Publishing, LLC	\$45.00
08/15/2022	35134	Cash-Wa Distributing Company of Kearney, Inc.	\$776.44
08/15/2022	35172	Cash-Wa Distributing Company of Kearney, Inc.	\$380.38
08/15/2022	35173	CENGAGE LEARNING	\$4,125.38
08/15/2022	35135	Computer Hardware	\$1,275.00
08/15/2022	35136	D & N	\$88.00
08/15/2022	35174	D & N	\$70.00
08/15/2022	35205	Designer Craft Woodworking, Inc.	\$124.00
08/15/2022	35137	Diamond Vogel, Inc	\$493.61
08/15/2022	35175	Dollar General	\$76.75
08/15/2022	35176	Eakes Office Solutions	\$2,255.29
08/15/2022	35196	Eakes Office Solutions	\$53.30
08/15/2022	35177	Electronic Systems, Inc.	\$182.00
08/15/2022	35178	ESU #10	\$822.06
08/15/2022	35179	ESU #11	\$2,087.13
08/15/2022	35197	ESU #16	\$23,000.00
08/15/2022	35180	First Central Bank	\$7.20
08/15/2022	35181	Follett Content Solutions, LLC	\$389.96
08/15/2022	35182	Hemelstrand's Inc.	\$152.99
08/15/2022	35198	Hometown Leasing	\$1,698.34
08/15/2022	35138	Innovative Office Solutions, LLC	\$79.33
08/15/2022	35183	J.W. PEPPER & SON, INC	\$67.99
08/15/2022	35199	J.W. PEPPER & SON, INC	\$301.73
08/15/2022	35139	JAZMaT Enterprises	\$1,169.90
08/15/2022	35140	JourneyEd.com, Inc.	\$964.60
08/15/2022	35184	JourneyEd.com, Inc.	\$500.00
08/15/2022	35141	KPE Architecture Engineering Forensics	\$5,379.82
08/15/2022	35185	KSB School Law, PC, LLO	\$320.00
08/15/2022	35186	Landmark Implement Inc	\$1,417.45
08/15/2022	35142	McGraw-Hill Education, Inc.	\$6,378.30
08/15/2022	35206	NASB-Alicap	\$97,498.00
08/15/2022	35143	Nebraska Association of School Boards (NASB)	\$77.00
08/15/2022	35187	Nebraska Association of School Boards (NASB)	\$77.00
08/15/2022	35144	Nebraska Council of School Administrators	\$100.00
08/15/2022	35200	Nebraska Council of School Administrators	\$665.00
08/15/2022	35145	Nebraska Rural Community Schools Association (NRCSA)	\$78.75
08/15/2022	35188	One Source the Background Check Company	\$154.50
08/15/2022	35146	Pyramid School Products	\$1,041.96
08/15/2022	35189	Pyramid School Products	\$56.19
08/15/2022	35190	Quill Corporation	\$8.28
08/15/2022	35147	S & W Auto Parts	\$41.97
08/15/2022	35191	Schaben Sanitation	\$50.00
08/15/2022	35148	Scholastic Magazines	\$1,356.05
08/15/2022	35149	School Specialty, LLC	\$527.80
08/15/2022	35150	SCHOOLMATE	\$200.00
08/15/2022	ACH	Schutz Jennifer A OTR-L	\$244.50
08/15/2022	35151	Subway	\$59.81
08/15/2022	35152	Teacher Synergy, LLC	\$103.60
08/15/2022	35153	TEACHING STRATEGIES, LLC	\$516.60
08/15/2022	35192	Team Fitz Graphics	\$4,400.00
08/15/2022	ACH	U.S. Bank	\$4,553.38
08/15/2022	35154	Union Bank & Trust Company	\$64.00
08/15/2022	35201	UNITED STATES POSTAL SERVICE	\$120.33
08/15/2022	35202	Village Uniform	\$229.19
08/15/2022	35193	Wagner's Supermarket, Inc.	\$5.22
08/15/2022	35203	Wagner's Supermarket, Inc.	\$35.05
08/15/2022	35194	WOODWARD'S DISPOSAL SERVICE, INC.	\$35.00
08/15/2022	35155	Yanda's Music & Pro Audio	\$39.50
<b>Sub Total</b>			<b>\$449,558.54</b>

# Arapahoe Public School District #18

Check Listing Report 08/15/2022

Check Date	Check Number	Payee	Description	Amount
08/15/2022	PR	Payroll & Benefits	Payroll & Benefits	\$273,590.33
08/15/2022	35166	Ag Valley Cooperative Non-Stock	Fuel	\$1,168.76
08/15/2022	35167	Arapahoe Utilities	Water & Sewer; Electricity; Trash	\$6,860.85
08/15/2022	35204	AT& T	Long Distance	\$127.90
08/15/2022	35168	ATC Communications	Local Phone	\$359.57
08/15/2022	35169	Benjamin Ellis	Reimb Ellis-Meals-Evaluation Tool Training	\$16.05
08/15/2022	35170	Black Hills Energy	Gas Service	\$250.18
08/15/2022	35133	CAMAS Publishing, LLC	6/22 Budget Amendment Hearing Notice	\$156.00
08/15/2022	35133	CAMAS Publishing, LLC	6/22 Meeting Notice	\$8.27
08/15/2022	35171	CAMAS Publishing, LLC	Newspaper Subscription	\$45.00
08/15/2022	35134	Cash-Wa Distributing Company of Kearney, Inc.	Food (Summer Food)	\$367.22
08/15/2022	35134	Cash-Wa Distributing Company of Kearney, Inc.	Food (Summer Food) / Perez, R-Food-Reimb'd APS	\$409.22
08/15/2022	35172	Cash-Wa Distributing Company of Kearney, Inc.	Food (Summer Food); Food; Perez-Food for Open House & Staff Workdays	\$380.38
08/15/2022	35173	CENGAGE LEARNING	Crosley-Personal Finance/Accounting Curriculum for 22-23	\$4,125.38
08/15/2022	35135	Computer Hardware	Replaced damaged display w/ pre-owned display (C. North, charge student)	\$275.00
08/15/2022	35135	Computer Hardware	Replaced damaged display w/ pre-owned display (G. Koller, charge student)	\$300.00
08/15/2022	35135	Computer Hardware	Replaced damaged display w/ pre-owned display (L. Vancura, charge student)	\$300.00
08/15/2022	35135	Computer Hardware	Replaced damaged display w/ pre-owned display (N. Williams, charge student)	\$300.00
08/15/2022	35135	Computer Hardware	Reseated I/O cable (E. Strand, no charge)	\$50.00
08/15/2022	35135	Computer Hardware	Reseated I/O cable (S. Jorschumb, no charge)	\$50.00
08/15/2022	35174	D & N	7/18 Cleaned condenser, checked pressures, unit was operating normally when we arrived	\$70.00
08/15/2022	35136	D & N	Sprinkler Supplies	\$88.00
08/15/2022	35205	Designer Craft Woodworking, Inc.	Huxoll, S-Locker Hooks	\$124.00
08/15/2022	35137	Diamond Vogel, Inc	Parking Lot Paint	\$493.61
08/15/2022	35175	Dollar General	Huxoll-Bleach, Bleach Tabs, Foam Sheets, Laundry Detergent, Rugs, Dryer Sheets	\$76.75
08/15/2022	35176	Eakes Office Solutions	Huxoll, S-Kleenex, Paper Towels, Toilet Paper, Trashbags, Defoamer	\$2,255.29
08/15/2022	35196	Eakes Office Solutions	Huxoll, S-Liquid Alive	\$53.30
08/15/2022	35177	Electronic Systems, Inc.	Fire Alarm Inspection 7/20/22	\$182.00
08/15/2022	35178	ESU #10	Deaf Ed	\$822.06
08/15/2022	35179	ESU #11	Q4 Services	\$2,087.13
08/15/2022	35197	ESU #16	22-23 Distance Learning Contract Renewal	\$23,000.00
08/15/2022	35180	First Central Bank	ACH CD 7/13/22	\$7.20
08/15/2022	35181	Follett Content Solutions, LLC	Klein-Middle Grade Books	\$389.96
08/15/2022	35182	Hemelstrand's Inc.	Franssen-WD-40, Lubricant, O-Rings, Paint Thinner, Buckets, Hose; Luke-Clipper, Pruner, Roundup; Chambers-Bits, Spackling, Screws, Markers	\$152.99
08/15/2022	35198	Hometown Leasing	Copier Lease Pmt 026	\$1,698.34
08/15/2022	35138	Innovative Office Solutions, LLC	2022-23 Supplies	\$49.70
08/15/2022	35138	Innovative Office Solutions, LLC	2022-23 Supplies	\$29.63
08/15/2022	35183	J.W. PEPPER & SON, INC	Gardner-Marching Song	\$67.99
08/15/2022	35199	J.W. PEPPER & SON, INC	Leising-HS Choir Music	\$301.73
08/15/2022	35139	JAZMaT Enterprises	Prep & finish 2 coats of polyurethane-North Gym; Prep & finish 2 coats of waterbase-South Gym	\$1,169.90
08/15/2022	35140	JourneyEd.com, Inc.	(35) Microsoft Office Licenses	\$964.60
08/15/2022	35184	JourneyEd.com, Inc.	Adobe Licenses	\$500.00

08/15/2022	35141	KPE Architecture Engineering Forensics	HVAC Replacement	\$5,379.82
08/15/2022	35185	KSB School Law, PC, LLO	July 2022-Correspondence regarding HVAC Project; Correspondence regarding SPED Matter	\$320.00
08/15/2022	35186	Landmark Implement Inc	2021 JD S240-Service, Belt	\$292.32
08/15/2022	35186	Landmark Implement Inc	Finance Charges	\$18.58
08/15/2022	35186	Landmark Implement Inc	Franssen-(1) 16" Cobra Pliers	\$160.53
08/15/2022	35186	Landmark Implement Inc	Grasshopper Mower-Replaced stripped deck spindle, Replaced missing rear left gauge wheel, straightened mount for rear gauge wheel, locked deck into mowing position	\$946.02
08/15/2022	35142	McGraw-Hill Education, Inc.	Huxoll-7th/8th Grade Science Curriculum	\$6,378.30
08/15/2022	35206	NASB-Alicap	22-23 Workers Compensation, Property, Liability, Boiler & Machinery, Errors & Omissions	\$97,498.00
08/15/2022	35187	Nebraska Association of School Boards (NASB)	Drews-Area Membership Meeting-Kearney 9/21	\$77.00
08/15/2022	35143	Nebraska Association of School Boards (NASB)	Lee-2022 Area Membership Meeting 8/29	\$77.00
08/15/2022	35200	Nebraska Council of School Administrators	2022 Administrator Days - Drews, Ellis, Perez	\$665.00
08/15/2022	35144	Nebraska Council of School Administrators	Hilker-2022 Business Manager Workshop (Live Stream)	\$100.00
08/15/2022	35145	Nebraska Rural Community Schools Association (NRCSA)	Superintendent Search Transition Meeting-Mileage	\$78.75
08/15/2022	35188	One Source the Background Check Company	Background Checks - July	\$154.50
08/15/2022	35146	Pyramid School Products	22-23 Supplies	\$1,041.96
08/15/2022	35189	Pyramid School Products	Kronhofman-Pencils; Ellis, K-Crayons; Deisley-Crayons; Stagemeyer, J-Crayons	\$56.19
08/15/2022	35190	Quill Corporation	Hilker-Command Hook Hangers	\$8.28
08/15/2022	35147	S & W Auto Parts	Franssen-High Flo Spouts (3)	\$41.97
08/15/2022	35191	Schaben Sanitation	(10) Container Rental-Aug	\$50.00
08/15/2022	35148	Scholastic Magazines	Classroom Magazines 22-23 for Stagemeyer (K), Schutz (1st), Hambidge (2nd), Renken (3rd), Ellis (4th), Mues (5th), Johansen (6th), Rawson (HS)	\$1,356.05
08/15/2022	35149	School Specialty, LLC	Hambidge, S-Reading/Writing Center	\$527.80
08/15/2022	35150	SCHOOLMATE	Ellis-Student Planners; Hambidge, S-Student Planners	\$200.00
08/15/2022	ACH	Schutz Jennifer A OTR-L	OT-Jul	\$244.50
08/15/2022	35151	Subway	Superintendent Transition BOE Meeting Meal	\$59.81
08/15/2022	35152	Teacher Synergy, LLC	Ellis-Daily Classroom Slides	\$53.20
08/15/2022	35152	Teacher Synergy, LLC	Schutz-Monthly Directed Drawings, Writing Center GROWING Bundle	\$50.40
08/15/2022	35153	TEACHING STRATEGIES, LLC	Monie-GOLD Online Assessment Portfolios	\$516.60
08/15/2022	35192	Team Fitz Graphics	Athletic Record Boards (VB, Track, FB, BB, Wrestling)	\$4,400.00
08/15/2022	ACH	U.S. Bank	Breinig-The Master Teacher-You Can Handle Them All Book	\$61.95
08/15/2022	ACH	U.S. Bank	Crosley-Amazon-(10) TI-84 Calculators	\$999.90
08/15/2022	ACH	U.S. Bank	Deisley-Nosebud, Band-aids, Alcohol, Peroxide, Gauze, Kleenex, Ibuprofen, Tylenol, Cough Drops, A&D Ointment, Lip Balm, Eye Drops	\$382.78
08/15/2022	ACH	U.S. Bank	Deisley-Positive Promotions-Planners 4th-6th grades	\$320.95
08/15/2022	ACH	U.S. Bank	Dirgo-Amazon-Wall Calendar, (15) Lord of the Flies Books	\$132.83
08/15/2022	ACH	U.S. Bank	Drews-Hyatt Place-Hotel-NASB/NDE Meetings	\$209.17
08/15/2022	ACH	U.S. Bank	Drews-Office Max-Badge Reels, Pens	\$22.11
08/15/2022	ACH	U.S. Bank	Drews-Phillips 66-Fuel-NASB/NDE Superintendent Meeting	\$66.29
08/15/2022	ACH	U.S. Bank	Ellis, K-Amazon-Mini Flashlights	\$33.99
08/15/2022	ACH	U.S. Bank	Hambidge, C-Amazon-(2) Retractable Extension Cords, Notepads, (3) Car Engine Piston Ring Compressor Tools & Piston Ring Pliers, First Aid Kit	\$151.81

08/15/2022	ACH	U.S. Bank	KirbyBuilt-(2) Benches for Gazebo (Outdoor Classroom)	\$2,144.60
08/15/2022	ACH	U.S. Bank	NE Secretary of State-Change Registered Agent for Education Foundation (Will be reimb'd)	\$27.00
08/15/2022	35154	Union Bank & Trust Company	FSA Fees (6); DCA Fees (2)-Jun	\$32.00
08/15/2022	35154	Union Bank & Trust Company	HSA Fees (16)-Jun	\$32.00
08/15/2022	35201	UNITED STATES POSTAL SERVICE	Postage-Newsletter	\$120.33
08/15/2022	35202	Village Uniform	Aprons / Bar Towels / Mats	\$84.53
08/15/2022	35202	Village Uniform	Mops / Mats	\$144.66
08/15/2022	35193	Wagner's Supermarket, Inc.	Baking Soda for Refrigerators	\$5.22
08/15/2022	35203	Wagner's Supermarket, Inc.	Staff Breakfast-Fruit	\$35.05
08/15/2022	35194	WOODWARD'S DISPOSAL SERVICE, INC.	Shredding	\$35.00
08/15/2022	35155	Yanda's Music & Pro Audio	Repair School-Owned Trombone	\$39.50
<b>Sub Total</b>				<b>\$449,558.54</b>

# Arapahoe Public School District #18

Check Payments By Fund Report 08/15/2022

Sorted By	Description				
Fund	General Fund				
Check Number	Check Date	Payee	Account Code	Reason	Amount
ACH	8/15/2022	403b	01-941-000	Liability Payment	\$3,980.05
35160	8/15/2022	AFLAC	01-941-000	Liability Payment	\$2,513.54
35166	8/15/2022	Ag Valley Cooperative Non-Stock	01-2-02710-626-001-0000	Fuel-Gas	\$434.68
35166	8/15/2022	Ag Valley Cooperative Non-Stock	01-2-02710-626-002-0000	Fuel-Gas	\$531.17
35166	8/15/2022	Ag Valley Cooperative Non-Stock	01-2-02630-626-001-0000	Fuel-Mower, Golf Cart, Pickup, etc.	\$91.31
35166	8/15/2022	Ag Valley Cooperative Non-Stock	01-2-02630-626-002-0000	Fuel-Mower, Golf Cart, Pickup, etc.	\$111.60
35167	8/15/2022	Arapahoe Utilities	01-2-02610-621-001-0000	Electricity	\$1,983.39
35167	8/15/2022	Arapahoe Utilities	01-2-02610-621-002-0000	Electricity	\$2,424.13
35167	8/15/2022	Arapahoe Utilities	01-2-02610-420-001-0000	Trash	\$212.27
35167	8/15/2022	Arapahoe Utilities	01-2-02610-420-002-0000	Trash	\$259.43
35167	8/15/2022	Arapahoe Utilities	01-2-02610-410-001-0000	Water & Sewer	\$891.75
35167	8/15/2022	Arapahoe Utilities	01-2-02610-410-002-0000	Water & Sewer	\$1,089.88
35204	8/15/2022	AT& T	01-2-02580-530-001-0000	Long Distance	\$57.55
35204	8/15/2022	AT& T	01-2-02580-530-002-0000	Long Distance	\$70.35
35168	8/15/2022	ATC Communications	01-2-02580-530-001-0000	Local Phone	\$161.80
35168	8/15/2022	ATC Communications	01-2-02580-530-002-0000	Local Phone	\$197.77
35169	8/15/2022	Benjamin Ellis	01-2-02410-580-002-0000	Reimb Ellis, B-Meals-Evaluation Tool Training	\$16.05
35170	8/15/2022	Black Hills Energy	01-2-02610-621-001-0000	Gas Service	\$112.58
35170	8/15/2022	Black Hills Energy	01-2-02610-621-002-0000	Gas Service	\$137.60
35161	8/15/2022	Blue Cross Blue Shield of Nebraska	01-941-000	Liability Payment	\$47,044.24
35133	8/15/2022	CAMAS Publishing, LLC	01-2-02560-540-001-0000	6/22 Budget Amendment Hearing Notice	\$70.17
35133	8/15/2022	CAMAS Publishing, LLC	01-2-02560-540-002-0000	6/22 Budget Amendment Hearing Notice	\$85.83
35133	8/15/2022	CAMAS Publishing, LLC	01-2-02560-540-001-0000	6/22 Meeting Notice	\$3.72
35133	8/15/2022	CAMAS Publishing, LLC	01-2-02560-540-002-0000	6/22 Meeting Notice	\$4.55
35171	8/15/2022	CAMAS Publishing, LLC	01-2-02220-640-001-0128	Newspaper Subscription	\$20.25
35171	8/15/2022	CAMAS Publishing, LLC	01-2-02220-640-002-0128	Newspaper Subscription	\$24.75
35172	8/15/2022	Cash-Wa Distributing Company of Kearney, Inc.	01-2-02410-890-001-0000	Perez-Food for Open House & Staff Workdays	\$92.13
35172	8/15/2022	Cash-Wa Distributing Company of Kearney, Inc.	01-2-02410-890-002-0000	Perez-Food for Open House & Staff Workdays	\$112.61
35173	8/15/2022	CENGAGE LEARNING	01-2-01100-610-001-0116	(15) Personal Finance (9781305898950)	\$1,597.50
35173	8/15/2022	CENGAGE LEARNING	01-2-01100-610-001-0116	Crosley-(15) Accounting Packets (9780538447393)	\$450.00
35173	8/15/2022	CENGAGE LEARNING	01-2-01100-610-001-0116	Crosley-(15) MindTap Century 21 Accounting (9781337565479)	\$570.00
35173	8/15/2022	CENGAGE LEARNING	01-2-01100-610-001-0116	Crosley-(30) Personal Finance Student Workbooks (9781305663115)	\$840.00
35173	8/15/2022	CENGAGE LEARNING	01-2-01100-610-001-0116	Crosley-Personal Finance Exams (9781337904117)	\$450.00
35173	8/15/2022	CENGAGE LEARNING	01-2-01100-610-001-0116	S&H	\$217.88
35164	8/15/2022	CREDIT MANAGEMENT-BF	01-941-000	Liability Payment	\$349.50
35163	8/15/2022	CREDIT MANAGEMENT-DO	01-941-000	Liability Payment	\$111.30
35162	8/15/2022	CREDIT MANAGEMENT-SL	01-941-000	Liability Payment	\$273.80
35174	8/15/2022	D & N	01-2-02640-431-001-0000	7/18 Cleaned condenser, checked pressures, unit was operating normally when we arrived	\$31.50
35174	8/15/2022	D & N	01-2-02640-431-002-0000	7/18 Cleaned condenser, checked pressures, unit was operating normally when we arrived	\$38.50
35136	8/15/2022	D & N	01-2-02630-431-001-0000	Sprinkler Supplies	\$39.60
35136	8/15/2022	D & N	01-2-02630-431-002-0000	Sprinkler Supplies	\$48.40
ACH	8/15/2022	Department Of Revenue	01-941-000	Liability Payment	\$6,380.58
35205	8/15/2022	Designer Craft Woodworking, Inc.	01-2-02610-610-002-0000	Huxoll, S-Locker Hooks	\$124.00
35137	8/15/2022	Diamond Vogel, Inc	01-2-02630-610-001-0000	Parking Lot Paint	\$222.12
35137	8/15/2022	Diamond Vogel, Inc	01-2-02630-610-002-0000	Parking Lot Paint	\$271.49
ACH	8/15/2022	District 18 Section 125 Acct	01-941-000	Liability Payment	\$1,711.64
35175	8/15/2022	Dollar General	01-2-02610-610-001-0000	Huxoll-Bleach, Bleach Tabs, Foam Sheets, Laundry Detergent, Rugs, Dryer Sheets	\$34.54
35175	8/15/2022	Dollar General	01-2-02610-610-002-0000	Huxoll-Bleach, Bleach Tabs, Foam Sheets, Laundry Detergent, Rugs, Dryer Sheets	\$42.21
35176	8/15/2022	Eakes Office Solutions	01-2-02610-610-001-0000	Huxoll, S-Kleenex, Paper Towels, Toilet Paper, Trashbags, Defoamer	\$1,014.88
35176	8/15/2022	Eakes Office Solutions	01-2-02610-610-002-0000	Huxoll, S-Kleenex, Paper Towels, Toilet Paper, Trashbags, Defoamer	\$1,240.41
35196	8/15/2022	Eakes Office Solutions	01-2-02610-610-001-0000	Huxoll, S-Liquid Alive	\$23.98
35196	8/15/2022	Eakes Office Solutions	01-2-02610-610-002-0000	Huxoll, S-Liquid Alive	\$29.32
ACH	8/15/2022	EFTPS	01-941-000	Liability Payment	\$40,897.33
35177	8/15/2022	Electronic Systems, Inc.	01-2-02610-352-001-0000	Fire Alarm Inspection 7/20/22	\$81.90
35177	8/15/2022	Electronic Systems, Inc.	01-2-02610-352-002-0000	Fire Alarm Inspection 7/20/22	\$100.10
35178	8/15/2022	ESU #10	01-2-02151-591-001-0000	Deaf Ed	\$822.06
35179	8/15/2022	ESU #11	01-2-01200-591-001-0000	Q4 Program Supervision	\$26.53
35179	8/15/2022	ESU #11	01-2-01200-591-002-0000	Q4 Program Supervision	\$84.00
35179	8/15/2022	ESU #11	01-2-01200-591-001-0000	Q4 Transition Services	\$1,976.60

35197	8/15/2022	ESU #16	01-2-03512-382-001-0000	22-23 Distance Learning Contract Renewal	\$23,000.00
35180	8/15/2022	First Central Bank	01-2-02510-351-001-0000	ACH CD 7/13/22	\$3.24
35180	8/15/2022	First Central Bank	01-2-02510-351-002-0000	ACH CD 7/13/22	\$3.96
ACH	8/15/2022	First State Bank-Holdrege KGardner	01-941-000	Liability Payment	\$104.68
ACH	8/15/2022	First State Bank-Holdrege RDrews	01-941-000	Liability Payment	\$595.16
35181	8/15/2022	Follett Content Solutions, LLC	01-2-02220-640-002-0128	Klein-Middle Grade Books	\$389.96
35182	8/15/2022	Hemelstrand's Inc.	01-2-02610-610-001-0000	Chambers-Bits, Spackling, Screws, Markers	\$12.01
35182	8/15/2022	Hemelstrand's Inc.	01-2-02610-610-002-0000	Chambers-Bits, Spackling, Screws, Markers	\$14.67
35182	8/15/2022	Hemelstrand's Inc.	01-2-02610-610-001-0000	Franssen-WD-40, Lubricant, O-Rings, Paint Thinner, Buckets, Hose	\$29.63
35182	8/15/2022	Hemelstrand's Inc.	01-2-02610-610-002-0000	Franssen-WD-40, Lubricant, O-Rings, Paint Thinner, Buckets, Hose	\$36.21
35182	8/15/2022	Hemelstrand's Inc.	01-2-02610-610-001-0000	Luke-Clipper, Pruner, Roundup	\$27.22
35182	8/15/2022	Hemelstrand's Inc.	01-2-02610-610-002-0000	Luke-Clipper, Pruner, Roundup	\$33.25
35198	8/15/2022	Hometown Leasing	01-2-02230-443-001-0000	Copler Lease Pmt 026	\$764.25
35198	8/15/2022	Hometown Leasing	01-2-02230-443-002-0000	Copler Lease Pmt 026	\$934.09
35138	8/15/2022	Innovative Office Solutions, LLC	01-2-01100-610-001-0000	Deisley-Coffee Stirrers	\$13.34
35138	8/15/2022	Innovative Office Solutions, LLC	01-2-01100-610-002-0000	Deisley-Coffee Stirrers	\$16.29
35138	8/15/2022	Innovative Office Solutions, LLC	01-2-01100-610-001-0000	Deisley-Napkins	\$22.37
35138	8/15/2022	Innovative Office Solutions, LLC	01-2-01100-610-002-0000	Deisley-Napkins	\$27.33
35183	8/15/2022	J.W. PEPPER & SON, INC	01-2-01100-610-001-0111	Gardner-Marching Song	\$67.99
35199	8/15/2022	J.W. PEPPER & SON, INC	01-2-01100-610-001-0112	Leising-HS Choir Music	\$301.73
35139	8/15/2022	JAZMaT Enterprises	01-2-02610-352-001-0000	Prep & finish 2 coats of polyurethane-North Gym; Prep & finish 2 coats of waterbase-South Gym	\$526.46
35139	8/15/2022	JAZMaT Enterprises	01-2-02610-352-002-0000	Prep & finish 2 coats of polyurethane-North Gym; Prep & finish 2 coats of waterbase-South Gym	\$643.44
35140	8/15/2022	JourneyEd.com, Inc.	01-2-02230-650-001-0126	(35) Microsoft Office Licenses	\$434.07
35140	8/15/2022	JourneyEd.com, Inc.	01-2-02230-650-002-0126	(35) Microsoft Office Licenses	\$530.53
35184	8/15/2022	JourneyEd.com, Inc.	01-2-02230-650-001-0126	Adobe Licenses	\$225.00
35184	8/15/2022	JourneyEd.com, Inc.	01-2-02230-650-002-0126	Adobe Licenses	\$275.00
35141	8/15/2022	KPE Architecture Engineering Forensics	01-2-06997-340-001-0000	HVAC Replacement	\$5,379.82
35185	8/15/2022	KSB School Law, PC, LLO	01-2-02330-317-001-0000	July 2022-Correspondence regarding HVAC Project	\$135.00
35185	8/15/2022	KSB School Law, PC, LLO	01-2-02330-317-002-0000	July 2022-Correspondence regarding HVAC Project	\$165.00
35185	8/15/2022	KSB School Law, PC, LLO	01-2-02330-317-001-0000	July 2022-Correspondence regarding SPED Matter	\$9.00
35185	8/15/2022	KSB School Law, PC, LLO	01-2-02330-317-002-0000	July 2022-Correspondence regarding SPED Matter	\$11.00
35186	8/15/2022	Landmark Implement Inc	01-2-02640-431-001-0000	2021 JD S240-Service, Belt	\$131.55
35186	8/15/2022	Landmark Implement Inc	01-2-02640-431-002-0000	2021 JD S240-Service, Belt	\$160.77
35186	8/15/2022	Landmark Implement Inc	01-2-02610-890-001-0000	Finance Charges	\$8.36
35186	8/15/2022	Landmark Implement Inc	01-2-02610-890-002-0000	Finance Charges	\$10.22
35186	8/15/2022	Landmark Implement Inc	01-2-02610-610-001-0000	Franssen-(1) 16" Cobra Pliers	\$72.24
35186	8/15/2022	Landmark Implement Inc	01-2-02610-610-002-0000	Franssen-(1) 16" Cobra Pliers	\$88.29
35186	8/15/2022	Landmark Implement Inc	01-2-02640-431-001-0000	Grasshopper Mower-Replaced stripped deck spindle, Replaced missing rear left gauge wheel, straightened mount for rear gauge wheel, locked deck into mowing position	\$425.73
35186	8/15/2022	Landmark Implement Inc	01-2-02640-431-002-0000	Grasshopper Mower-Replaced stripped deck spindle, Replaced missing rear left gauge wheel, straightened mount for rear gauge wheel, locked deck into mowing position	\$520.29
ACH	8/15/2022	MCCOOK JS	01-941-000	Liability Payment	\$687.16
35142	8/15/2022	McGraw-Hill Education, Inc.	01-2-01100-610-001-0114	Huxoll-7th/8th Grade Science Curriculum	\$6,378.30
35206	8/15/2022	NASB-Alicap	01-2-02510-810-001-0000	22-23 Property, Liability, Boiler & Machinery, Errors & Omissions	\$31,837.50
35206	8/15/2022	NASB-Alicap	01-2-02510-810-002-0000	22-23 Property, Liability, Boiler & Machinery, Errors & Omissions	\$38,912.50
35206	8/15/2022	NASB-Alicap	01-2-02510-810-001-0000	22-23 Workers Compensation	\$12,036.60
35206	8/15/2022	NASB-Alicap	01-2-02510-810-002-0000	22-23 Workers Compensation	\$14,711.40
35187	8/15/2022	Nebraska Association of School Boards (NASB)	01-2-02320-810-001-0000	Drews-Area Membership Meeting-Kearney 9/21	\$34.65
35187	8/15/2022	Nebraska Association of School Boards (NASB)	01-2-02320-810-002-0000	Drews-Area Membership Meeting-Kearney 9/21	\$42.35
35143	8/15/2022	Nebraska Association of School Boards (NASB)	01-2-02310-890-001-0000	Lee-2022 Area Membership Meeting 8/29	\$34.65
35143	8/15/2022	Nebraska Association of School Boards (NASB)	01-2-02310-890-002-0000	Lee-2022 Area Membership Meeting 8/29	\$42.35
35200	8/15/2022	Nebraska Council of School Administrators	01-2-02320-810-001-0000	2022 Administrator Days - Drews	\$101.25
35200	8/15/2022	Nebraska Council of School Administrators	01-2-02320-810-002-0000	2022 Administrator Days - Drews	\$123.75
35200	8/15/2022	Nebraska Council of School Administrators	01-2-02410-810-002-0000	2022 Administrator Days - Ellis	\$215.00
35200	8/15/2022	Nebraska Council of School Administrators	01-2-02410-810-001-0000	2022 Administrator Days - Perez	\$225.00
35144	8/15/2022	Nebraska Council of School Administrators	01-2-02510-810-001-0000	Hilker-2022 Business Manager Workshop (Live Stream)	\$45.00
35144	8/15/2022	Nebraska Council of School Administrators	01-2-02510-810-002-0000	Hilker-2022 Business Manager Workshop (Live Stream)	\$55.00
ACH	8/15/2022	NEBRASKA PUBLIC EMPLOYEES RETIREMENT SYSTEMS	01-941-000	Liability Payment	\$35,737.96
35145	8/15/2022	Nebraska Rural Community Schools Association (NRCSA)	01-2-02310-580-001-0000	Superintendent Search Transition Meeting-Mileage	\$35.44
35145	8/15/2022	Nebraska Rural Community Schools Association (NRCSA)	01-2-02310-580-002-0000	Superintendent Search Transition Meeting-Mileage	\$43.31
35188	8/15/2022	One Source the Background Check Company	01-2-02510-810-001-0000	Background Check-Archer, L	\$27.68
35188	8/15/2022	One Source the Background Check Company	01-2-02510-810-002-0000	Background Check-Archer, L	\$33.82
35188	8/15/2022	One Source the Background Check Company	01-2-02510-810-001-0000	Background Check-Bergman, S	\$20.93
35188	8/15/2022	One Source the Background Check Company	01-2-02510-810-002-0000	Background Check-Bergman, S	\$25.57

35188	8/15/2022	One Source the Background Check Company	01-2-02510-810-001-0000	Background Check-Henderson, D	\$2.25
35188	8/15/2022	One Source the Background Check Company	01-2-02510-810-002-0000	Background Check-Henderson, D	\$2.75
35188	8/15/2022	One Source the Background Check Company	01-2-02510-810-001-0000	Background Check-Johansen, T	\$2.25
35188	8/15/2022	One Source the Background Check Company	01-2-02510-810-002-0000	Background Check-Johansen, T	\$2.75
35188	8/15/2022	One Source the Background Check Company	01-2-02510-810-001-0000	Background Check-Shearer, W	\$11.93
35188	8/15/2022	One Source the Background Check Company	01-2-02510-810-002-0000	Background Check-Shearer, W	\$14.57
35188	8/15/2022	One Source the Background Check Company	01-2-02510-810-001-0000	Background Check-Snyder, C	\$2.25
35188	8/15/2022	One Source the Background Check Company	01-2-02510-810-002-0000	Background Check-Snyder, C	\$2.75
35188	8/15/2022	One Source the Background Check Company	01-2-02510-810-001-0000	Background Check-Woosley, A	\$2.25
35188	8/15/2022	One Source the Background Check Company	01-2-02510-810-002-0000	Background Check-Woosley, A	\$2.75
ACH	8/15/2022	PR Dir Deposit	01-941-000	Liability Payment	\$123,351.16
35165	8/15/2022	Principal Life Insurance Company	01-941-000	Liability Payment	\$1,059.64
35189	8/15/2022	Pyramid School Products	01-2-01100-610-002-0000	Deisley-Crayons	\$11.40
35146	8/15/2022	Pyramid School Products	01-2-01100-610-001-0000	Deisley-Labels, Notebooks, Post Its, Paper Clips, Glue, Push Pins, Binders, Binder Indexes, Tape, Erasers, Crayons, Markers	\$263.08
35146	8/15/2022	Pyramid School Products	01-2-01100-610-002-0000	Deisley-Labels, Notebooks, Post Its, Paper Clips, Glue, Push Pins, Binders, Binder Indexes, Tape, Erasers, Crayons, Markers	\$321.55
35189	8/15/2022	Pyramid School Products	01-2-01100-610-002-0104	Ellis, K-Crayons	\$11.40
35146	8/15/2022	Pyramid School Products	01-2-01200-610-001-0119	Huxoll, A-Colored Pencils	\$14.70
35146	8/15/2022	Pyramid School Products	01-2-01100-610-002-0107	Johansen-Colored Pencils, Pencils, Erasers	\$73.80
35189	8/15/2022	Pyramid School Products	01-2-01100-610-001-0120	Kronhofman-Pencils	\$10.59
35146	8/15/2022	Pyramid School Products	01-2-01190-610-002-0100	Monie-Glue Sticks, Binders	\$119.52
35146	8/15/2022	Pyramid School Products	01-2-01100-610-001-0113	Osterhaus-Carving Blocks	\$135.66
35146	8/15/2022	Pyramid School Products	01-2-01100-610-002-0104	Renken-Markers, Scissors	\$50.39
35146	8/15/2022	Pyramid School Products	01-2-01100-610-002-0102	Schutz-Crayons, Erasers	\$11.15
35189	8/15/2022	Pyramid School Products	01-2-01100-610-002-0101	Stagemeyer, J-Crayons	\$22.80
35146	8/15/2022	Pyramid School Products	01-2-01200-610-002-0109	Thomas-Pencils, Erasers	\$52.11
35190	8/15/2022	Quill Corporation	01-2-02510-610-001-0000	Hilker-Command Hook Hangers	\$3.73
35190	8/15/2022	Quill Corporation	01-2-02510-610-002-0000	Hilker-Command Hook Hangers	\$4.55
35147	8/15/2022	S & W Auto Parts	01-2-02610-610-001-0000	Franssen-High Flo Spouts (3)	\$18.89
35147	8/15/2022	S & W Auto Parts	01-2-02610-610-002-0000	Franssen-High Flo Spouts (3)	\$23.08
35191	8/15/2022	Schaben Sanitation	01-2-02610-420-001-0000	(10) Container Rental-Aug	\$22.49
35191	8/15/2022	Schaben Sanitation	01-2-02610-420-002-0000	(10) Container Rental-Aug	\$27.51
35148	8/15/2022	Scholastic Magazines	01-2-01100-610-002-0105	Ellis-Classroom Magazines 22-23	\$163.63
35148	8/15/2022	Scholastic Magazines	01-2-01100-610-002-0103	Hambidge-Classroom Magazines 22-23	\$163.63
35148	8/15/2022	Scholastic Magazines	01-2-01100-610-002-0107	Johansen-Classroom Magazines 22-23	\$196.35
35148	8/15/2022	Scholastic Magazines	01-2-01100-610-002-0106	Mues-Classroom Magazines 22-23	\$183.26
35148	8/15/2022	Scholastic Magazines	01-2-01100-610-001-0122	Rawson-Classroom Magazines 22-23	\$164.84
35148	8/15/2022	Scholastic Magazines	01-2-01100-610-002-0104	Renken-Classroom Magazines 22-23	\$163.63
35148	8/15/2022	Scholastic Magazines	01-2-01100-610-002-0101	Schutz-Classroom Magazines 22-23	\$157.08
35148	8/15/2022	Scholastic Magazines	01-2-01100-610-002-0101	Stagemeyer-Classroom Magazines 22-23	\$163.63
35149	8/15/2022	School Specialty, LLC	01-2-01100-610-002-0103	Hambidge, S-Reading/Writing Center	\$527.80
35150	8/15/2022	SCHOOLMATE	01-2-01100-610-002-0105	Ellis-Student Planners	\$100.00
35150	8/15/2022	SCHOOLMATE	01-2-01100-610-002-0103	Hambidge, S-Student Planners	\$100.00
ACH	8/15/2022	Schutz Jennifer A OTR-L	01-2-02161-320-001-0000	OT-Jul	\$79.00
ACH	8/15/2022	Schutz Jennifer A OTR-L	01-2-02161-320-002-0000	OT-Jul	\$79.00
ACH	8/15/2022	Schutz Jennifer A OTR-L	01-2-02163-320-002-0000	OT-Jul	\$86.50
35151	8/15/2022	Subway	01-2-02310-890-001-0000	Superintendent Transition BOE Meeting Meal	\$28.91
35151	8/15/2022	Subway	01-2-02310-890-002-0000	Superintendent Transition BOE Meeting Meal	\$32.90
35152	8/15/2022	Teacher Synergy, LLC	01-2-01100-610-002-0104	Ellis-Daily Classroom Slides	\$53.20
35152	8/15/2022	Teacher Synergy, LLC	01-2-01100-610-002-0102	Schutz-Monthly Directed Drawings, Writing Center GROWING Bundle	\$50.40
35153	8/15/2022	TEACHING STRATEGIES, LLC	01-2-01190-610-002-0100	Monie-GOLD Online Assessment Portfolios	\$516.60
35192	8/15/2022	Team Filtz Graphics	01-2-02190-610-001-0000	Athletic Record Boards (VB, Track, FB, BB, Wrestling)	\$4,400.00
ACH	8/15/2022	U.S. Bank	01-2-02120-610-001-0000	Breinig-The Master Teacher-You Can Handle Them All Book	\$27.88
ACH	8/15/2022	U.S. Bank	01-2-02120-610-002-0000	Breinig-The Master Teacher-You Can Handle Them All Book	\$34.07
ACH	8/15/2022	U.S. Bank	01-2-06700-610-001-0000	Crosley-Amazon-(10) TI-84 Calculators	\$999.90
ACH	8/15/2022	U.S. Bank	01-2-01100-610-001-0000	Deisley-Nosebud, Bandaids, Alcohol, Peroxide, Gauze, Kleenex, Ibuprofen, Tylenol, Cough Drops, A&D Ointment, Lip Balm, Eye Drops	\$172.25
ACH	8/15/2022	U.S. Bank	01-2-01100-610-002-0000	Deisley-Nosebud, Bandaids, Alcohol, Peroxide, Gauze, Kleenex, Ibuprofen, Tylenol, Cough Drops, A&D Ointment, Lip Balm, Eye Drops	\$210.53
ACH	8/15/2022	U.S. Bank	01-2-01100-610-002-0000	Deisley-Positive Promotions-Planners 4th-6th grades	\$320.95
ACH	8/15/2022	U.S. Bank	01-2-01100-610-001-0121	Dirgo-Amazon-Wall Calendar, (15) Lord of the Flies Books	\$132.83
ACH	8/15/2022	U.S. Bank	01-2-02320-580-001-0000	Drews-Hyatt Place-Hotel-NASB/NDE Meetings	\$94.13
ACH	8/15/2022	U.S. Bank	01-2-02320-580-002-0000	Drews-Hyatt Place-Hotel-NASB/NDE Meetings	\$115.04
ACH	8/15/2022	U.S. Bank	01-2-02320-610-001-0000	Drews-Office Max-Badge Reels, Pens	\$9.95
ACH	8/15/2022	U.S. Bank	01-2-02320-610-002-0000	Drews-Office Max-Badge Reels, Pens	\$12.16

ACH	8/15/2022	U.S. Bank	01-2-02320-580-001-0000	Drews-Phillips 66-Fuel-NASB/NDE Superintendent Meeting	\$29.83
ACH	8/15/2022	U.S. Bank	01-2-02320-580-002-0000	Drews-Phillips 66-Fuel-NASB/NDE Superintendent Meeting	\$36.46
ACH	8/15/2022	U.S. Bank	01-2-01100-610-002-0104	Ellis, K-Amazon-Mini Flashlights	\$33.99
ACH	8/15/2022	U.S. Bank	01-2-01100-610-001-0118	Hambidge, C-Amazon-(2) Retractable Extension Cords, Notepads, (3) Car Engine Piston Ring Compressor Tools & Piston Ring Pliers, First Aid Kit	\$151.81
ACH	8/15/2022	U.S. Bank	01-2-02630-431-001-0000	KirbyBuilt-(2) Benches for Gazebo (Outdoor Classroom)	\$965.06
ACH	8/15/2022	U.S. Bank	01-2-02630-431-002-0000	KirbyBuilt-(2) Benches for Gazebo (Outdoor Classroom)	\$1,179.54
ACH	8/15/2022	U.S. Bank	01-2-02510-890-001-0000	NE Secretary of State-Change Registered Agent for Education Foundation (Will be reimb'd)	\$27.00
ACH	8/15/2022	UB&T AHuxoll	01-941-000	Liability Payment	\$395.16
ACH	8/15/2022	UB&T BMues	01-941-000	Liability Payment	\$295.16
ACH	8/15/2022	UB&T CHAMBIDGE	01-941-000	Liability Payment	\$167.18
ACH	8/15/2022	UB&T CHilker	01-941-000	Liability Payment	\$295.16
ACH	8/15/2022	UB&T DKronhofman	01-941-000	Liability Payment	\$179.68
ACH	8/15/2022	UB&T EOsterhaus	01-941-000	Liability Payment	\$104.68
ACH	8/15/2022	UB&T HThomas	01-941-000	Liability Payment	\$685.62
ACH	8/15/2022	UB&T JStrand	01-941-000	Liability Payment	\$345.16
ACH	8/15/2022	UB&T KHelms	01-941-000	Liability Payment	\$295.16
ACH	8/15/2022	UB&T KSpaulding	01-941-000	Liability Payment	\$295.16
ACH	8/15/2022	UB&T LCrosley	01-941-000	Liability Payment	\$295.16
ACH	8/15/2022	UB&T LSchutz	01-941-000	Liability Payment	\$219.81
ACH	8/15/2022	UB&T LWeatherwax	01-941-000	Liability Payment	\$104.68
ACH	8/15/2022	UB&T LyWeatherwax	01-941-000	Liability Payment	\$104.68
ACH	8/15/2022	UB&T MRawson	01-941-000	Liability Payment	\$345.16
ACH	8/15/2022	UB&T PBlackmore	01-941-000	Liability Payment	\$104.68
ACH	8/15/2022	UB&T RStagemeyer	01-941-000	Liability Payment	\$104.68
35154	8/15/2022	Union Bank & Trust Company	01-2-02510-351-001-0000	FSA Fees (6); DCA Fees (2)-Jun	\$14.40
35154	8/15/2022	Union Bank & Trust Company	01-2-02510-351-002-0000	FSA Fees (6); DCA Fees (2)-Jun	\$17.60
35154	8/15/2022	Union Bank & Trust Company	01-2-02510-351-001-0000	HSA Fees (16)-Jun	\$14.40
35154	8/15/2022	Union Bank & Trust Company	01-2-02510-351-002-0000	HSA Fees (16)-Jun	\$17.60
35201	8/15/2022	UNITED STATES POSTAL SERVICE	01-2-02560-531-001-0000	Postage-Newsletter	\$54.15
35201	8/15/2022	UNITED STATES POSTAL SERVICE	01-2-02560-531-002-0000	Postage-Newsletter	\$66.16
35202	8/15/2022	Village Uniform	01-2-02610-420-001-0000	Aprons / Bar Towels / Mats	\$38.04
35202	8/15/2022	Village Uniform	01-2-02610-420-002-0000	Aprons / Bar Towels / Mats	\$46.49
35202	8/15/2022	Village Uniform	01-2-02610-420-001-0000	Mops / Mats	\$65.09
35202	8/15/2022	Village Uniform	01-2-02610-420-002-0000	Mops / Mats	\$79.57
35203	8/15/2022	Wagner's Supermarket, Inc.	01-2-02410-890-001-0000	Staff Breakfast-Fruit	\$15.77
35203	8/15/2022	Wagner's Supermarket, Inc.	01-2-02410-890-002-0000	Staff Breakfast-Fruit	\$19.28
35194	8/15/2022	WOODWARD'S DISPOSAL SERVICE, INC.	01-2-02610-420-001-0000	Shredding	\$15.75
35194	8/15/2022	WOODWARD'S DISPOSAL SERVICE, INC.	01-2-02610-420-002-0000	Shredding	\$19.25
<b>Sub Total</b>					<b>\$442,831.12</b>

Sorted By	Description				
Fund	School Nutrition Fund				
Check Number	Check Date	Payee	Account Code	Reason	Amount
35160	8/15/2022	AFLAC	06-941-000	Liability Payment	\$57.64
35161	8/15/2022	Blue Cross Blue Shield of Nebraska	06-941-000	Liability Payment	\$910.85
35172	8/15/2022	Cash-Wa Distributing Company of Kearney, Inc.	06-2-03100-630-001-0000	Food	\$26.03
35172	8/15/2022	Cash-Wa Distributing Company of Kearney, Inc.	06-2-03100-630-002-0000	Food	\$31.81
35134	8/15/2022	Cash-Wa Distributing Company of Kearney, Inc.	06-2-03100-630-001-0000	Food (Summer Food)	\$331.49
35134	8/15/2022	Cash-Wa Distributing Company of Kearney, Inc.	06-2-03100-630-002-0000	Food (Summer Food)	\$405.15
35172	8/15/2022	Cash-Wa Distributing Company of Kearney, Inc.	06-2-03100-630-001-0000	Food (Summer Food)	\$53.01
35172	8/15/2022	Cash-Wa Distributing Company of Kearney, Inc.	06-2-03100-630-002-0000	Food (Summer Food)	\$64.79
35134	8/15/2022	Cash-Wa Distributing Company of Kearney, Inc.	06-2-03100-890-001-0000	Food-Perez, R (Reimb'd APS)	\$17.91
35134	8/15/2022	Cash-Wa Distributing Company of Kearney, Inc.	06-2-03100-890-002-0000	Food-Perez, R (Reimb'd APS)	\$21.89
ACH	8/15/2022	Department Of Revenue	06-941-000	Liability Payment	\$55.93
ACH	8/15/2022	EFTPS	06-941-000	Liability Payment	\$579.56
ACH	8/15/2022	NEBRASKA PUBLIC EMPLOYEES RETIREMENT SYSTEMS	06-941-000	Liability Payment	\$593.17
ACH	8/15/2022	PR Dir Deposit	06-941-000	Liability Payment	\$2,223.80
35165	8/15/2022	Principal Life Insurance Company	06-941-000	Liability Payment	\$34.67
35193	8/15/2022	Wagner's Supermarket, Inc.	06-2-03100-610-001-0000	Baking Soda for Refrigerators	\$2.35
35193	8/15/2022	Wagner's Supermarket, Inc.	06-2-03100-610-002-0000	Baking Soda for Refrigerators	\$2.87
<b>Sub Total</b>					<b>\$5,412.92</b>

Sorted By	Description				
Fund	Student Fees Fund				
Check Number	Check Date	Payee	Account Code	Reason	Amount

35135	8/15/2022	Computer Hardware	12-2-02190-350-001-0000	Replaced damaged display w/ pre-owned display (C. North, charge student)	\$275.00
35135	8/15/2022	Computer Hardware	12-2-02190-350-001-0000	Replaced damaged display w/ pre-owned display (G. Koller, charge student)	\$300.00
35135	8/15/2022	Computer Hardware	12-2-02190-350-001-0000	Replaced damaged display w/ pre-owned display (L. Vancura, charge student)	\$300.00
35135	8/15/2022	Computer Hardware	12-2-02190-350-001-0000	Replaced damaged display w/ pre-owned display (N. Williams, charge student)	\$300.00
35135	8/15/2022	Computer Hardware	12-2-02190-350-001-0000	Reseated I/O cable (E. Strand, no charge)	\$50.00
35135	8/15/2022	Computer Hardware	12-2-02190-350-001-0000	Reseated I/O cable (S. Jorschumb, no charge)	\$50.00
35155	8/15/2022	Yanda's Music & Pro Audio	12-2-02190-350-001-0000	Repair School-Owned Trombone	\$39.50
<b>Sub Total</b>					<b>\$1,314.50</b>
<b>Grand Total</b>					<b>\$449,568.54</b>

## **1001 General Policy Statement**

The organization, management, and control of this school district is vested in its board of education ("board"). To guide the board and school district operations, and to assist it and its designees in carrying out duties, the board will establish, maintain, and amend a set of policies.

Written board policies serve the following purposes:

1. Formally articulating the board's goals and long-term objectives.
2. Providing district administrators and staff with guidance in making decisions that affect students, employees and patrons of the district.
3. Informing the public of the manner that the board and district will conduct its business and its relationships with staff, pupils, parents and patrons.

To avoid unnecessary rigidity, these policies are stated in general terms. With the exception of statutory requirements or instances when the specific application of a policy is essential to the long-term welfare of the district, these policies are intended to provide administrators with the flexibility to apply them to a wide range of situations.

The policies are not the only guidelines for district operations. Specific regulations, procedures, and practices also help guide and govern actions and decisions. They must be consistent with policies, but serve a different purpose.

### **Exceptional Circumstances**

The board cannot foresee every situation that may arise, and circumstances will occur when these policies provide inadequate guidance. In such circumstances, the superintendent should use his or her best judgment, and communicate with the board about the situation as soon as is convenient.

## **Validity of Policies**

Each policy and its provision should be interpreted so that it is valid under applicable law. If a court determines that a provision of a policy is invalid, such invalidity shall not affect the remaining provisions of that policy.

Adopted on: \_\_\_\_\_

Revised on: \_\_\_\_\_

Reviewed on: \_\_\_\_\_

**1002**  
**Creation, Amendment, and Distribution of Board of Education Policies**

Each of these policies shall become the official policy of the school district when the board has approved it by majority vote of the members present at any lawfully convened meeting of the board.

It shall generally be the practice of the board to adopt or amend any policy after a single reading at any regular or special board meeting. However, the board may, in its discretion, review policies at multiple meetings prior to taking action.

Each policy shall bear the date when it was adopted, revised or reviewed.

The superintendent shall distribute copies of these policies to all members of the board, maintain a master copy in the central office, and see to it that the policies are maintained on the school district's web site.

**Annual Review**

The board shall review all policies at least once every three years. Nebraska statutes require an annual review and/or hearing to solicit public comment on these specific policies:

Parental Involvement Policy

Title I Parental Involvement Policy

(NOTE: These first two are distinct parental involvement policies, and both must be reviewed annually.)

Student Fees Policy

Bullying

Multicultural Education

Student Assessment

Teacher Evaluation

Student Academic Performance

Safety and Security Committee

Attendance and Excessive Absenteeism

The board may update or add policies as needed. The board shall determine the number of copies of policies to be made and their distribution. The superintendent shall maintain an up-to-date master copy of the policies in the main administrative office. Unless otherwise directed by the board, the master copy shall be considered the official district policy manual.

Adopted on: \_\_\_\_\_

Revised on: \_\_\_\_\_

Reviewed on: \_\_\_\_\_

## **2001 Role of the Board of Education**

The board of education (board) is charged by the Legislature with the duty of providing public elementary and secondary education to the citizens of the district. The Legislature has also created the State Board of Education and the State Department of Education, and has delegated certain regulatory and advisory functions to them. The board is responsible to these agencies as specified by law.

The board's primary duties are: (1) to establish a mission, goals, and policies; (2) to establish and maintain school facilities; (3) to select a superintendent; (4) to adopt a fiscally responsible budget; and (5) to evaluate programs.

### **1. Establishment of Mission, Goals and Policies**

The board shall concern itself with broad questions of mission, goals and policy, rather than administrative details. The application of policies is an administrative task to be performed by the superintendent of schools and his or her administrative staff, who shall be held responsible for the effective administration and supervision of the entire school district.

### **2. Establishment and Maintenance of School Facilities and Other Resources**

The board is the legal agency through which the community works to provide the physical facilities, curriculum, instructional supplies and staff to enable the district's mission and objectives to be carried out. The board will establish and maintain school facilities necessary to educate the students of the district.

### **3. Selection of the Superintendent of Schools**

The board will employ a superintendent of schools as the chief executive to whom it will delegate the administration of the school program. As the chief administrator for the board, the superintendent will implement board policies and supervise the day-to-day operation of the school system. The superintendent will keep the board informed of the implementation of the plans and policies, and will recommend changes to policies as necessary. The superintendent will furnish educational leadership to the board, the school staff, and the community.

#### 4. Fiscally Responsible Budget

The board will annually adopt a fiscally responsible budget that will permit the district to accomplish its goals and objectives. The management of the financial program and the development of the proposed budget for the district is delegated to the superintendent.

The board will work for adequate and dependable financial support of the public schools, promotion of effective and efficient organization, and administration of the district.

#### 5. Evaluation of Program

The board will evaluate, or cause to be evaluated, the progress and results of the educational program on a continuous basis. In making these evaluations, the board will seek and give appropriate weight to the superintendent's analysis and recommendations.

Adopted on: \_\_\_\_\_

Revised on: \_\_\_\_\_

Reviewed on: \_\_\_\_\_

**2002**  
**Organization of the Board, Board Officers, Check Signing, and**  
**Committees**

1. Membership, Term and Election

- a. The Board of Education shall be comprised of six members who will be elected at large.
- b. Those who wish to serve on the board shall file, be elected, and serve terms of office on the board according to law.

2. Internal Organization and Officers

a. President

- i. At the regular January meeting, the board shall elect from among its members a president who shall serve in that capacity for one year.
- ii. The president shall preside at all board meetings, and shall perform such other duties as may be prescribed by law or by action of the board.

b. Vice President

- i. At the regular January meeting, the board shall elect from among its members a vice president who shall serve in that capacity for one year.
- ii. The vice president shall preside in the absence of the president, and shall perform such other duties as are assigned by the board.

c. Secretary

- i. At the regular January meeting, the board shall elect a secretary who need not be a member of the board. The secretary shall serve in that capacity for one year. If the secretary is a member of the board, an assistant secretary may be named and his or her duties and compensation set by the board.

- ii. The secretary shall see that an accurate record of the proceedings of the board is kept, that a copy of the proceedings is provided to each board member and to the superintendent, and that a concise summary of each month's meeting is published along with a list of all approved claims. The secretary shall perform such other duties as are prescribed by law and assigned by the board.

d. Treasurer

- i. At the regular January meeting, the board shall elect, employ, or appoint a treasurer who need not be a member of the board if permitted by law. The treasurer shall serve in that capacity for one year, unless the board designates a longer term for the treasurer.
- ii. The treasurer may be designated to sign checks and certain other documents. The treasurer is the custodian of the monies of the district.
- iii. The treasurer shall give bond or equivalent insurance coverage payable to the district as prescribed by law with the cost of the bond being paid by the district.
- iv. The treasurer shall issue no warrant of payment of claim against the district until such claim has been duly authorized.

3. Signing and Authorizing Checks, Warrants, and other Instruments.

- a. Unless otherwise delegated by the board, the president and secretary of the board shall sign checks, warrants, and other instruments of the district.
- b. The board may delegate another person to sign and validate any checks, warrants, and other instruments. Facsimile signatures of board members may be used.
- c. The board delegates that the vice president or treasurer may sign any warrant in the absence of either the president or the secretary.

#### 4. Board Officer Voting and Tie Breakers

- a. The vote to elect board officers may be taken by secret ballot, but the total number of votes for each candidate shall be recorded in the minutes.
- b. In the event any officer cannot be elected by a majority after 10 votes; no votes occur after ten motions fail for lack of a "second,"; or no member volunteers to serve as an officer for a particular position, the tie will be broken by the applicable method:
  - i. If the board is split between two members, the officer will be determined by coin flip. The winning member will be the officer for the upcoming year unless the position changes by action of the board.
  - ii. If the board is split between more than two members who wish to serve as the officer, any member wanting to serve as the officer will put his or her name into a drawing. The name drawn out will be the officer for the upcoming year unless the position changes by action of the board.
  - iii. If no member is willing to serve as an officer for a position which is required to be a member of the board, all non-officers' names will be put into a drawing. The name drawn out will be the officer for the upcoming year unless the position changes by action of the board.

#### 5. Committees

- a. The board shall authorize such special committees as it deems necessary. The board president shall appoint members to the committee, and designate its function, tasks it is to perform, and a completion date for its work.
- b. On or before the beginning of each calendar year, the board shall appoint three members to form a Committee on American Civics. The committee's duties shall be those prescribed by Nebraska statutes, which include:

- i. Hold no fewer than two public meetings annually, at least one when public testimony is accepted;
- ii. Keep minutes of each meeting showing the time and place of the meeting, which members were present or absent, and the substance and details of all matters discussed;
- iii. Examine and ensure that the social studies curriculum used in the district is aligned with the social studies standards adopted pursuant to section 79-760.01 and teaches foundational knowledge in civics, history, economics, financial literacy, and geography;
- iv. Review and approve the social studies curriculum to ensure that it stresses the services of the men and women who played a crucial role in the achievement of national independence, establishment of our constitutional government, and preservation of the union and includes the incorporation of multicultural education as set forth in sections 79-719 to 79-723 in order to instill a pride and respect for the nation's institutions and not be merely a recital of events and dates;
- v. Ensure that any curriculum recommended or approved by the committee on American civics is made readily accessible to the public and contains a reference to this section;
- vi. Ensure that the district develops and utilizes formative, interim, and summative assessments to measure student mastery of the social studies standards adopted pursuant to section 79-760.01;
- vii. Ensure that the social studies curriculum in the district incorporates one or more of the following for each student:
  1. Administration of a written test that is identical to the entire civics portion of the naturalization test used by United States Citizenship and Immigration Services prior to the completion of eighth grade and again prior to the completion of twelfth grade with the individual score from each test for each student made available to a parent or guardian of such student; or

2. Attendance or participation between the commencement of eighth grade and completion of twelfth grade in a meeting of a public body as defined by section 84-1409 followed by the completion of a project or paper in which each student demonstrates or discusses the personal learning experience of such student related to such attendance or participation; or
  3. Completion of a project or paper and a class presentation between the commencement of eighth grade and the completion of twelfth grade on a person or persons or an event commemorated by a holiday listed in section 79-724(6) or on a topic related to such person or persons or event;
- viii. Take all such other steps as will assure the carrying out of the provisions of this section and provide a report to the school board regarding the committee's findings and recommendations.

## 6. Vacancies

- a. A vacancy on the board of education shall exist when any one of the following occurs:
  - i. A member submits his or her formal resignation from the board.
  - ii. A member removes himself or herself from the district or is absent from the district for a continuous period of sixty days.
  - iii. A member misses more than two consecutive regular board meetings unless excused by a majority of the remaining members.
  - iv. Such other reasons as are set forth in Nebraska statutes.
- b. The board shall make note the vacancy in its minutes and shall give notice of the date the vacancy occurred, the office vacated, and the length of the unexpired term to (1) the election commissioner or county clerk, and (2) the public by published notice in a newspaper of general circulation in the district.

c. Vacancies shall be filled in the manner set forth in Nebraska statutes.

Adopted on: \_\_\_\_\_

Revised on: \_\_\_\_\_

Reviewed on: \_\_\_\_\_

## 2003

### Development and Education of Board Members

#### 1. New Board Member Orientation

- a. All new board members are strongly encouraged to attend new board member training and workshops.
- b. Sitting board members and the superintendent will assist each new member-elect to understand the board's functions, policies, and procedures before he or she takes office.

#### 2. Ongoing Development and Education

- a. Board members provide the most effective service to the district when they are continuously updated on educational and legal issues. Attendance at meetings directly or indirectly related to education or school matters is encouraged for the value they have to the school system and the professional growth of board members.
- b. Board members are encouraged to engage in continuing education such as:
  - i. Participation in local, regional and state conferences and workshops such as meetings of the Nebraska Association of School Boards, the Nebraska Rural Community Schools Association, and the Nebraska Council of School Administrators.
  - ii. Participation in legislative sessions and related activities.
  - iii. Participation in national conventions such as the National School Boards Association and/or the American Association of School Administrators
  - iv. Examination of other school facilities and their programs.

The superintendent shall notify board members of all relevant conferences and workshops, other local and regional meetings, and/or in-service activities.

Board members should refer to Policy 2007 for information on reimbursement for attendance at continuing education and training.

Adopted on: \_\_\_\_\_

Revised on: \_\_\_\_\_

Reviewed on: \_\_\_\_\_

**2004  
Oath of Office**

No board member is required to take an oath of office pursuant to Nebraska law. However, new board members may voluntarily take the following oath before entering into their official duties:

I, ....., do solemnly swear that I will support the Constitution of the United States and the Constitution of the State of Nebraska, against all enemies, foreign and domestic; that I will bear true faith and allegiance to the same; that I take this obligation freely and without mental reservation or for purpose of evasion; and that I will faithfully and impartially perform the duties of the office of member of the board of education, according to law, and to the best of my ability. And I do further swear that I do not advocate, nor am I a member of any political party or organization that advocates the overthrow of the government of the United States or of this state by force or violence; and that during such time as I am in this position I will not advocate nor become a member of any political party or organization that advocates the overthrow of the government of the United States or of this state by force or violence. So help me God.

Board members may affirm the oath orally or in writing. Copies of written oaths will be retained as official records of the school district in the main administrative office and such other places as may be required by law. Board members who give the oath orally will be noted in the minutes.

Adopted on: \_\_\_\_\_

Revised on: \_\_\_\_\_

Reviewed on: \_\_\_\_\_

## **2005 Conflict of Interest**

Any member of the board of education who meets the conditions set forth in this policy shall be deemed to have a business or financial conflict of interest.

1. Definitions. For purposes of this policy:

a. Business with which a board member is associated shall include the following:

- (1) A business in which the board member or a member of his or her immediate family is a partner, a limited liability company, or serves as a director or an officer.
- (2) A business in which the board member or a member of his or her immediate family is a stockholder in a closed corporation with stock worth one thousand dollars or more, or the board member or his or her immediate family owns more than a five percent equity interest or is a stockholder of publicly traded stock worth more than ten thousand dollars or more at fair market value, or which represents more than ten percent equity interest. This shall not apply to publicly traded stock under a trading account if the board member reports the name and address of the company and stockbroker.

b. A business association shall be defined to include an individual as a partner, limited liability company member, director or officer, or a business in which the individual or member of the immediate family is a stockholder.

c. Immediate family member or member of the immediate family shall mean a child residing in an individual's household, a spouse of an individual, or an individual claimed by that individual or that individual's spouse as a dependent for federal income tax purposes.

2. Contracts with the School District.

a. No board member or member of his or her immediate family shall enter into a contract valued at two thousand dollars or

more, in any one year, with this school district unless the contract is awarded through an open and public process that (1) includes prior public notice and (2) allows the public to inspect during the school district's regular office hours the proposals considered and the contract awarded. Board members who enter into employment contracts with the school district must also comply with the board's policy on the employment of board members.

- b. The existence of any conflict of interest in any contract in which the board member has an interest and in which the school district is a party, or the failure to make public the board member's interest known, may render a contract null and void.
- c. The prohibition of a conflict of interest or requirement for the board member to make public notice shall apply when the board member, or his or her parent, spouse, or child has a business association with the business involved in the contract or will receive a payment, fee, or commission as a result of the contract.
- d. The prohibition in this section does not apply if the contract is an agenda item approved at a board meeting and the board member:
  - (1) Makes a declaration on the record to the school board regarding the nature and extent of his or her interest prior to official consideration of the contract;
  - (2) Does not vote on the matters of granting the contract, making payments pursuant to the contract, or accepting performance of work under the contract, or similar matters relating to the contract, except that if the number of members of the school board declaring an interest in the contract would prevent the board with all members present from securing a quorum on the issue, then all members may vote on the matters; and
  - (3) Does not act for the school board as to inspection or performance under the contract in which he or she has an interest.

### 3. Contracts with Board Member's Immediate Family.

- a. If a person in a board member's immediate family is an employee of this school district, the board member may vote on all issues of a contract which are generally applicable to:
  - (1) All district employees.
  - (2) All employees within a specific classification but which does not single out the member of his or her immediate family.

### 4. Employing Members of the Immediate Family.

- a. A board member may recommend for employment or supervise the employment of an immediate family member if:
  - (1) The board member does not abuse his or her position.
  - (2) Abuse of official position shall include, but not be limited to, employing an immediate family member:
    - (i) who is not qualified for and able to perform the duties of the position;
    - (ii) for any unreasonably high salary;
    - (iii) who is not required to perform the duties of the position.
  - (3) The board makes a reasonable solicitation and consideration of applications for employment.
  - (4) The board member makes a full disclosure on the record to the governing body of the school district and to the secretary of the board. If the secretary of the board of education would be the individual filing the disclosure statement, the statement shall be filed with the president of the board of education.

- (5) The board approves the employment or supervisory position.
  - b. The board has not terminated the employment of another employee so as to make funds or a position available for the purpose of hiring an immediate family member.
5. Gifts, Loans, Contributions, Rewards, or Promises of Future Employment
  - a. No board member shall offer or give to the following persons anything of value, including a gift, loan, contribution, reward, or promise of future employment, based upon an agreement that a vote, official action, or judgment would be influenced thereby:
    - (1) a public official, public employee, or candidate.
    - (2) a member of the immediate family of an individual listed in Subparagraph 'a' above.
    - (3) a business with which an individual listed in Subparagraph (1) or (2) above is associated.
  - b. No board member shall solicit or accept anything of value, including a gift, loan, contribution, reward, or promise of future employment based on an agreement that the vote, official action, or judgment of the board member would thereby be influenced.
  - c. A board member shall not use or authorize the use of his or her public office or any confidential information received through the holding of a public office to obtain financial gain, other than compensation provided by law, for himself or herself, a member of his or her immediate family, or a business with which he or she is associated.
  - d. A board member shall not use personnel, resources, property, or funds under his or her official care and control other than in accordance with prescribed constitutional, statutory, and regulatory procedures or use such items, other than compensation provided by law, for personal financial gain.
6. Conflict of Interest Relating to Campaigning or Political Issues

- a. Except as provided below, the board shall not authorize the use of personnel, property, resources, or funds under its jurisdiction for the purpose of campaigning for or against the nomination or election of a candidate or the qualification, passage, or defeat of a ballot question.
- b. This does not prohibit the board from making school district facilities available to a person for campaign purposes if the identity of the candidate or the support for or opposition to the ballot question is not a factor in making the facilities available or a factor in determining the cost or conditions for use.
- c. This does not prohibit the board from discussing and voting upon a resolution supporting or opposing a ballot question.
- d. This does not prohibit the board, while legally seated as a body, from responding to specific inquiries by the press or the public as to the board's opinion regarding a ballot question or from providing information in response to a request for information.
  - (1) The board may designate one or more members of its body, or one or more of its school administrators, to speak on behalf of the board on specific occasions such as public meetings or legislative hearings.
  - (2) Any member of the board may present his or her personal opinion regarding a ballot question or respond to a request for information related to a ballot question; but in so doing, the person should clearly state that the information being presented is his or her personal opinion and is not to be considered as the official position or opinion of the board. However, this shall not be done during a time that the individual is engaged in his or her official duties.

## 7. Conflict of Interest Statement

- a. Any board member who would be required to take any action or make any decision in the discharge of his or her official duties that may cause financial benefit or detriment to him or her, a member of his or her immediate family, or a business with which he or she is associated, which is distinguishable from the effects

of such action on the public generally or a broad segment of the public, shall take the following actions as soon as he or she is aware of such potential conflict or should reasonably be aware of such potential conflict, whichever is sooner:

- (1) Prepare a written statement describing the matter requiring action or decision and the nature of the potential conflict;
  - (2) Deliver a copy of the statement to the school board secretary who shall enter the statement onto the school district's public records; and
  - (3) Abstain from participating or voting on the matter in which he or she has a conflict of interest.
- b. If the board member would like a formal opinion from the NADC as to whether there is an actual conflict of interest, he/she shall deliver a copy of the statement to the NADC.

#### 8. Recordkeeping

- a. The board secretary shall maintain a separate record of the following information for every contract entered into by the school board in which a board member has an interest and for which disclosure was made pursuant to section 2d of this policy:
  - (1) The names of the contracting parties.
  - (2) The nature of the interest of the board member in question.
  - (3) The date that the contract was approved.
  - (4) The amount of the contract.
  - (5) The basic terms of the contract.
- b. The information supplied relative to the contract shall be provided no later than ten (10) days after the contract has been signed by both parties. The ledger kept by the board secretary

shall be available for public inspection during normal working hours of the office in which it is kept.

9. Conflict. To the extent that there is a conflict between this policy and the Nebraska Political Accountability and Disclosure Act ("Act"), the Act shall control.

Adopted on: \_\_\_\_\_

Revised on: \_\_\_\_\_

Reviewed on: \_\_\_\_\_

**2007**  
**Reimbursement and Miscellaneous Expenditures**

1. Board members, employees, and volunteers of the school district are expected to maintain and enhance their effectiveness by being well-informed on issues affecting education. They are encouraged to attend education workshops, conferences, training programs, official functions, hearings, and meetings sponsored by the school district or state and national educational organizations which are helpful to them in performing their duties or which are in the best interests of the school district.

2. This board hereby gives prior approval for board members to attend meetings described in the preceding paragraph. Upon approval by the board president, or the superintendent or designee when the board president is unavailable, such board members may attend authorized meetings without further action or approval by the board, and shall be paid or reimbursed for registration costs, tuition costs, fees or charges, travel expenses, and costs of meals and lodging as permitted by law.

a. The superintendent or the superintendent's designee may authorize employees and volunteers to attend meetings described in the first paragraph and may authorize the payment of such registration costs, tuition costs, fees, charges, travel expenses, costs of meals, and/or costs of lodging as he or she deems appropriate and as permitted by law.

b. Expenses for attendance at any of the above activities shall be paid by the school district as allowed by law. The Board shall pay or reimburse attendees for expenses that are actually, necessarily, and reasonably incurred in attending educational seminars, conventions, and workshops; conferences; training programs; official school functions, hearings or meetings, provided that such reimbursement is permitted by law.

c. The board authorizes the expenditure of funds for non-alcoholic beverages for individuals attending public meetings of the board and non-alcoholic beverages and meals for individuals while performing or immediately after performing relief, assistance, or support activities in emergency situations, and for any volunteers during or immediately following their participation in any activity approved by the board.

d. It is in the best interest of this school district to recognize service by board members, employees, and volunteers. The board authorizes the president, superintendent or the superintendent's designee to determine when and to whom plaques, certificates of achievement, flowers or other items of value should be granted, provided that no such plaque, certificate, flowers or other item of value shall cost more than \$100.00.

e. Funds may be spent for one recognition dinner each year for elected and appointed officials, employees or volunteers of the school district. The maximum cost per person for such a dinner shall not exceed \$50.00.

Adopted on: \_\_\_\_\_

Revised on: \_\_\_\_\_

Reviewed on: \_\_\_\_\_

## **2008 Meetings**

The formation of policy is public business and will be conducted openly in accordance with the Nebraska Open Meetings Act.

### 1. Types of Meetings

- a. The board shall hold its regular meetings on or before the third Monday of each month.
- b. Special and emergency meetings may be called as provided by law.
- c. The board may schedule work sessions and retreats in order to provide board members and administrators with the opportunity to plan, research, and engage in discussion.

### 2. Notice

The board shall give reasonable advance publicized notice of the time and place of each of its meetings, which generally will be 48 hours or more in advance of the meeting. Such notice shall be transmitted to all members of the board and to the public. Notice of regular and special meetings shall be published in a newspaper of general circulation within the district and, if available, on the newspaper's website. **Newspapers of general circulation in the district include, but are not necessarily limited to, the Valley Voice or the Omaha World-Herald.** Such notice shall contain a statement that the agenda shall be readily available for public inspection at the administration office of the school during the normal business hours. In addition, the superintendent is authorized, but not required, to publish the notice of any meeting on the school district's website, posting in three prominent places within the school district, or by any other appropriate method designated by the board.

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 of the meeting, and any formal action taken in such meeting shall pertain only to the emergency. 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 no later than the end of the next regular business day.

### 3. Weather Delays

In the event of inclement weather which makes it dangerous or unreasonable for board members or members of the public to attend a meeting for which notice has already been given, such meeting may be postponed by the board president. The board will communicate the delay to members of the public by posting it on the district's website and by following the same communication protocol that the district follows when student attendance at school is called off due to inclement weather. When possible, the board president and superintendent will attempt to communicate the information to local media members and business owners to assist in notifying the public of the delay. Notice of the date, time, and location of the postponed meeting will be advertised as required in the "Notice" section above.

### 4. Minutes

- a. The board shall keep minutes of all meetings showing the time, place, members present and absent, the method(s) and date(s) of the meeting notice, and the substance of all matters discussed.
- b. Any action taken on any question or motion duly moved and seconded shall be by roll call vote of the board in open session, and the record shall state how each member voted, or if the member was absent or not voting.
- c. The minutes of all meetings and evidence and documentation received or disclosed in open session shall be public record and shall be published on the school district's website within ten working days of the last meeting or prior to the next convened meeting, whichever occurs earlier. The minutes shall be available on the website for at least six months.

Adopted on: \_\_\_\_\_

Revised on: \_\_\_\_\_

Reviewed on: \_\_\_\_\_

**2009**  
**Public Participation at Board Meetings**

The board of education shall conduct its meetings in accordance with the Nebraska Open Meetings Act.

The board shall make reasonable efforts to accommodate the public's right to hear the discussions and testimony presented at its meetings. The board shall make available at the meeting, for examination and copying by members of the public, at least one copy of all reproducible written material to be discussed in open session of the meeting.

The board is not required to allow citizens to speak at each meeting, but it will provide the opportunity for public participation at least four times per year. The board may make and enforce reasonable rules and regulations regarding the conduct of persons attending, speaking at, videotaping, photographing, or recording its meetings.

The board shall not 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. However, the board may require members of the public desiring to address the board to identify themselves.

Adopted on: \_\_\_\_\_

Revised on: \_\_\_\_\_

Reviewed on: \_\_\_\_\_

**2010**  
**Preparation for Board Meetings**

The superintendent will create the agenda and board packet in consultation with the board president. The materials will be sent or delivered to each board member in advance of the meeting. Members of the public have no entitlement to place an item on the board's agenda, but may address the board during the next meeting at which the board receives public comment. The agenda shall be placed on the district's website at least 24 hours before the school board meeting and shall remain available on the website for at least six months.

Adopted on: \_\_\_\_\_

Revised on: \_\_\_\_\_

Reviewed on: \_\_\_\_\_

**2011**  
**Membership in Organizations**

The board may hold membership in organizations approved by the board.

Adopted on: \_\_\_\_\_

Revised on: \_\_\_\_\_

Reviewed on: \_\_\_\_\_

## **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: \_\_\_\_\_

Revised on: \_\_\_\_\_

Reviewed on: \_\_\_\_\_

**2013**  
**Violation of Board Ethics**

The board of education is responsible for enforcing the code of ethics of its members. If any member of the board commits a serious or repeated violation of the code, the board may take any of the following steps:

1. The board president may confer with the board member who has violated the code of ethics in order to:
  - a. Identify the provision of the code that the member has violated;
  - b. Propose how the member can remedy the violation;
  - c. If the board member who violated the code is the board president, the vice president is empowered to confer with the president about the violation.
2. The board may discuss the violation as an agenda item at a meeting to confront the offending board member. However, the board will not enter closed session to hold the discussion of the ethics violation unless the Open Meetings Act authorizes a closed session.
3. The board may vote to publicly censure any board member who commits a serious or repeated violation of the code. The board will pass a censure motion to inform the community that an individual member of the board is not fulfilling the responsibilities for which he or she was elected.

Adopted on: \_\_\_\_\_

Revised on: \_\_\_\_\_

Reviewed on: \_\_\_\_\_

**2014**  
**Relationship with District Legal Counsel**

The board will engage legal counsel to assist it and the administration in dealing with legal issues. When the district faces circumstances in which legal counsel may be needed between board meetings, the board president or superintendent may engage legal counsel on the board's behalf.

The superintendent and the board president shall have the authority to contact the school's legal counsel on behalf of the district. The superintendent may give other members of the administration permission to contact the district's legal counsel on an as-needed basis. Individual board members other than the president may not contact the district's legal counsel on behalf of the board without the approval of the board president or a majority of the board.

Any board member who contacts the district's legal counsel without board approval may be personally responsible for any legal fees incurred as a result of the unapproved contact.

The superintendent will, to the extent permitted by law, keep the board informed of matters in which the district's legal counsel is involved.

Adopted on: \_\_\_\_\_

Revised on: \_\_\_\_\_

Reviewed on: \_\_\_\_\_

**2015**  
**STUDENT MEMBER OF SCHOOL BOARD**

In order to provide the School Board with a greater insight into student activities, programs, and needs; and to encourage student involvement in school district governance activities the board may allow non voting student member(s) on the Board of Education. The role of student member(s) is advisory. The board shall decide whether to have student member(s) at its regular May board meeting or at such other meeting determined by the board.

**Selection and Term of Student Member**

The student member(s) shall be selected from applicants according to the process approved by the School Board. The student(s) will serve at the pleasure of the board and will be considered in good standing by following the expected guidelines and upholding responsibilities as communicated.

The term of office will be one school year, beginning on September 1 and ending on April 30.

Student members will not participate in executive or closed sessions.

**Guidelines**

Student members may not introduce motions.

Student members are expected to attend all public meetings of the Board and can be appointed to committees of the Board at the discretion of the president.

The president of the board, in consultation with the Superintendent of Schools, has the right to bar the participation of, or remove a student member at the board's discretion. The decision of the board president is final and is not subject to review.

Adopted on: \_\_\_\_\_

Revised on: \_\_\_\_\_

Reviewed on: \_\_\_\_\_

## **2016**

### **Participation in Insurance Program by Board Members**

Members of the board of education may participate in the school district's health and life insurance plans which are provided to school district employees. A board member electing to participate in the insurance program of the school district shall pay both the employee and the employer portions of the premiums to the district in advance of any payments being due from the district to the insurance carrier.

Every three months, the board will place on its agenda a report identifying the board members who have elected to purchase insurance coverage through the district. This report shall be made available in the school district office for review by the public upon request.

Adopted on: \_\_\_\_\_

Revised on: \_\_\_\_\_

Reviewed on: \_\_\_\_\_

**2017**  
**Indemnification and Liability Insurance**

In addition to circumstances where it is obligated to provide indemnity or procure insurance, the school board has broad authority to purchase insurance or otherwise indemnify school board members, officers, employees, or agents of the school district. The school board will purchase liability insurance and provide indemnification at its discretion and review its current coverages and indemnification obligations when it deems appropriate.

In the event the school district's current insurance, indemnification agreements, contract obligations, or other promises to indemnify do not cover a situation which the school board can agree to cover, the school board may authorize indemnification. The school board may elect to indemnify any board member, officer, agent, or employee if he or she is a party or is threatened to be made a party in any pending or completed suit, proceeding, or any other action, whether criminal, civil, administrative, or investigative, if the individual is involved because of current or past service on the board, employment, or agency relationship with the school district. However, the indemnification and defense will only be considered if such person acted in good faith and in a manner he or she reasonably believed to be in the best interests or not opposed to the best interests of the school district, including in a criminal proceeding if he or she had no reasonable cause to believe the conduct was unlawful.

In circumstances involving employees, the board delegates to the Superintendent the authority to provide the indemnification to the extent the Superintendent is authorized to procure legal services, as long as the indemnification is otherwise consistent with the authority granted under the law.

Adopted on: \_\_\_\_\_

Revised on: \_\_\_\_\_

Reviewed on: \_\_\_\_\_

# APS Policy Update List

Number	Title	Date of Board Review	Notes
1003	Mission Statement	7/11/22	
2006	Complaint Procedure	7/11/22	Combines multiple references (building/district/federal) into single statement
3002	Deposits	7/11/22	\$100 or greater must be in safe or deposited
3004	General Purchasing and Procurement	7/11/22	Over \$10,000 requires quote
3004.1	Fiscal Management for Purchasing and Procurement Using Federal Funds	7/11/22	Follows federal rules
3005	School Activities Fund	7/11/22	
3008	Gifts, Grants and Bequests	7/11/22	\$75 limit then report
3011	Transportation	7/11/22	
3012	School Meal Program and Meal Charges	7/11/22	
3016	Smoking	7/11/22	
3021	Operation of School Business Office	7/11/22	
3024	Booster Clubs and PTO Policy	7/11/22	
4009	Restrictions on Employees Receiving Gratuities	7/11/22	\$75 limit then report
4010	Inclement Weather	7/11/22	Duty on call from Supt.
4015	Prohibition Against Employment of Board Members	7/11/22	Not as regular certified teachers
4025	Superintendent	7/11/22	
4037	Reduction in Force	7/11/22	
4041	Staff Dress and Appearance	7/11/22	Business casual / Admin oversight
4056	Resignation of Certificated Staff	7/11/22	Deadline defined
4057	Superintendent Evaluation	7/11/22	
4059	Suicide Prevention Training	7/11/22	Required staff listed
4060	School Vehicle Use	7/11/22	No digital communication while operating / Driver qualifications
4063	Extra Duty and Extended Contract Payments	7/11/22	Return to 12 month pay structure for year round employees
5001	Compulsory Attendance and Excessive Absenteeism	7/11/22	
5004	Option Enrollment	7/11/22	Follow state law / capacity established
5005	Transportation of Option Students	7/11/22	As law requires
5016	Student Records	7/11/22	Includes SIS as records (not just printed) not EVERYTHING is student record
5022	Investigations, Arrests, and other Student Contact by Law Enforcement and Human Services	7/11/22	Work with local law enforcement
5032	Closed Campus	7/11/22	
5044	Safe Pupil Transportation	7/11/22	As law requires / matches 3011 and 4060
5055	Enrollment in Kindergarten	7/11/22	Tests approved for early enrollment
5062	Lice	7/11/22	Standards for removal/checks
5065	Bed Bugs	7/11/22	Standards for removal/checks
6001	School Organization	7/11/22	K-6 = Elem / 7-12 = JH/HS
6002	School Calendar	7/11/22	
6003	Instructional Program	7/11/22	Supt responsible
6006	Commencement Ceremony	7/11/22	Complete grad req. to participate
6014	School Attendance on Days of Scheduled Activities	7/11/22	
6015	Summer School	7/11/22	

## APS Policy Update List

6017	Homework	7/11/22	
6025	Student Cell Phone and Other Electronic Devices	7/11/22	
6028	Extracurricular Activities Program	7/11/22	
1001	General Policy Statement	8/8/22	
1002	Creation, Amendment, Distributin of Bd of Educ Policies	8/8/22	Policy approved/active after 1st reading w prior distrib. to board
2001	Role of Board of Education	8/8/22	Set Mission/Maintain Facilities/Select Supt/Budget/Eval Programs
2002	Organization of Bd / Officers / Check Signing / Committees	8/8/22	Ties for offices decided on coin flip / details on Am Civics Committee / allows facsimile signatures on checks if chosen by board
2003	Development and Educ of Bd Members	8/8/22	
2004	Oath of Office	8/8/22	
2005	Conflict of Interest	8/8/22	Defines conflicts (no changes in current practices) - Declaration form included
2007	Reimbursement of Expenses	8/8/22	
2008	Meetings	8/8/22	Lists Valley Voice as allowable newspaper for notifications
2009	Public Participation	8/8/22	Speakers ID themselves (*good practice to establish practices/time limits/no interaction on public comment) - Guidelines provided
2010	Preparation for Board Meetings	8/8/22	
2011	Membership in Organizations	8/8/22	
2012	Board Code of Ethics	8/8/22	Know boundaries / communication expected
2013	Violation of Board of Ethics	8/8/22	
2014	Relationship with Legal Counsel	8/8/22	Pres/Supt authorized to contact legal counsel
2015	Student Member of School Board	8/8/22	Edited KSB version to provide wording that allows/supports our current practice
2016	Participation in Insurance by Bd Members	8/8/22	May purchase same EHA plan through school - State law allows
2017	Indemnification and Liability Insurance	8/8/22	

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BEFORE COMPLETING THIS FORM  
READ THE FILING REQUIREMENTS  
ON PAGE 3

# POTENTIAL CONFLICT OF INTEREST STATEMENT

**NADC FORM C-2A**  
(Village, City, School Officials Except  
Omaha and Lincoln Officials)

POSTMARK  
DATE  
MICROFILM  
NUMBER

OFFICE USE ONLY

- 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.

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11<sup>th</sup> Floor, State Capitol  
P.O. Box 95086  
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# CONTRACTUAL INTEREST STATEMENT

NADC FORM C-3

POSTMARK  
DATE

MICROFILM  
NUMBER

OFFICE USE ONLY

BEFORE COMPLETING THIS FORM  
READ THE FILING REQUIREMENTS ON  
PAGE 3

- A local officer with an interest in any contract to which his or her governing body or anyone for its benefit is a party must disclose the interest on the record of the governing body responsible for approving the contract, or in writing by filing this form.
- File with the person charged with keeping records for the governing body involved in the contract **prior** to official consideration of the contract.
- Persons who fail to disclose their interests or otherwise do not comply with the law are subject to penalties.

**ITEM 1** YOUR NAME ADDRESS AND PHONE NUMBER

Name \_\_\_\_\_ Telephone No. \_\_\_\_\_  
Last First Middle  
Address \_\_\_\_\_  
STREET ADDRESS OR RURAL ROUTE City STATE ZIP CODE

**ITEM 2** OFFICE OR POSITION, ADDRESS, PHONE, TERM OF OFFICE

Office or Position: \_\_\_\_\_ Term: \_\_\_\_\_  
Name of City, County, District, Village, etc: \_\_\_\_\_  
Address \_\_\_\_\_ Phone \_\_\_\_\_

**ITEM 3** CONTRACT IN WHICH YOU HAVE AN INTEREST

A. Names of Contracting Parties: \_\_\_\_\_  
B. Body Which Will Consider the Contract: \_\_\_\_\_  
C. Date Set for Consideration: \_\_\_\_\_  
D. Subject Matter and Basic Terms: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

ITEM 4 | NATURE AND EXTENT OF YOUR INTEREST IN THE CONTRACT AND AMOUNT OF CONTRACT (Use ITEM 5, CONTINUATION, if necessary)

ITEM 5 | CONTINUATION

(Signature)

(Date)

## General Information - Filing Requirements

### I. Who Must File:

A local officer with an interest in a contract to which his or her governing body or anyone for its benefit is a party must disclose the interest on the record of the body responsible for approving the contract, or in writing by filing this form.

### II When to File:

An officer must declare his or her interest in a contract and the nature and extent of the interest **prior** to official consideration of the contract. The information concerning the contract listed in ITEM 3 of this form must be provided to the person in charge of keeping records of the governing body within 10 days after the contract is signed by both parties.

### III. Where to File:

File with the person charged with keeping records for the governing body involved in the contract. For example, members of a County Board of Commissioners file with the County Clerk.

**Disclosure of Potential Conflict of Interest by State Executive Branch Officials, Employees, and Others required to file Statements of Financial Interest.** If you are disclosing a potential conflict of interest under section 49-1499 of the Accountability Act, use NADC Form C-2, Potential Conflict of 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.

An officer has an **interest** in a contract when the officer or his or her spouse, parent, or child: (a) has a business association as defined in sections 49-1408 and 49-14,103.01(5) with the business involved in the contract, or (b) will receive a direct pecuniary fee or commission as a result of the contract. An officer interested in a contract with his or her governing body may not: (1) vote on the matter of granting the contract, or (2) act for the governing body as to inspection or performance under the contract.

An **open account** established for the benefit of any governing body with a business in which an officer has an interest is considered a contract subject to disclosure requirements.

For purposes of contractual interest conflicts, as covered by section 49-14,103.01, ownership of less than five percent of the outstanding shares of a corporation shall not constitute an interest subject to disclosure.

Receiving deposits, cashing checks, and buying and selling warrants and bonds of indebtedness of a governing body by a financial institution is **not** considered a contract.

Any governing body as defined below may prohibit officers from having an interest in contracts over a specific dollar amount. A governing body may also exempt from disclosure requirements contracts for one hundred dollars or less in which an officer of the body has an interest.

## Definitions

**Officer** means a member of the board of directors of a natural resources district, a member of any board or commission of any county, school district, city or village which spends and administers its own funds, who is dealing with a contract made by such board or commission, and any elected county, school district, educational service unit, city, or village official, and a member of any board of directors or trustees of a district hospital as provided by the Nebraska Local Hospital District Act or a county hospital as provided by sections 23-343 to 23-343.19. Officer shall **not** mean volunteer firefighters or ambulance drivers with respect to their duties as firefighters or ambulance drivers.

**Governing Body** means the board of directors of a natural resources district, the board of supervisors or the board of commissioners of any county, a school district board, the board of an educational service unit, the city council of a city, the village board of a village, the board of directors or trustees of a district hospital as provided by the Nebraska Local Hospital District Act, sections 23-343.20 to 23-343.47, or a county hospital as provided by sections 23-343 to 23-343.19, or any board or commission of any county, school district, city or village which spends and administers its own funds.

**Business** means any corporation, partnership, sole proprietorship, firm, enterprise, franchise, association, organization, self-employed individual, holding company, joint stock company, receivership, trust, activity or entity.

**Business with which you are associated** means a business: (1) in which you are a partner, director or officer; or (2) 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.

For purposes of contractual interest conflicts, as covered by section 49-14,103.01, ownership of less than five percent of the outstanding shares of a corporation shall not constitute an interest subject to disclosure.

Statutory Authority: Section 49-14,103.01 R.S. Supp., 1987, and sections 49-14,103.02 to 49-14,103.07 R.S. Supp., 1986.

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BEFORE COMPLETING THIS FORM  
READ THE FILING REQUIREMENTS ON  
PAGE 3

**EMPLOYMENT OF  
IMMEDIATE FAMILY  
MEMBERS  
DISCLOSURE  
STATEMENT**

**NADC FORM C-4**

POSTMARK  
DATE

MICROFILM  
NUMBER

OFFICE USE ONLY

- Local public officials and employees employing, recommending employment, or supervising the employment of an immediate family member must disclose the employment either in writing or on the record to the governing body employing the immediate family member. **This form should not be used by state officials or employees.**
- File this form or other written disclosure with the person in charge of keeping records for the governing body employing the immediate family member.
- Persons who fail to disclose the employment of immediate family members or who otherwise do not comply with the law are subject to penalties.

**ITEM 1 NAME, ADDRESS AND TELEPHONE NUMBER OF PUBLIC OFFICIAL OR PUBLIC EMPLOYEE**

Name \_\_\_\_\_ Telephone No. \_\_\_\_\_  
Last First Middle  
 Address \_\_\_\_\_  
STREET ADDRESS OR RURAL ROUTE City STATE ZIP CODE

**ITEM 2 OFFICE OR POSITION, ADDRESS, TELEPHONE, TERM OF OFFICE**

Office or Position: \_\_\_\_\_ Term: \_\_\_\_\_  
 Identify City, County or District: \_\_\_\_\_  
 Address: \_\_\_\_\_ Telephone \_\_\_\_\_

**ITEM 3 MEMBER OF YOUR IMMEDIATE FAMILY WHOM YOU INTEND TO EMPLOY, RECOMMEND FOR EMPLOYMENT, OR SUPERVISE (Use ITEM 5 CONTINUATION, if necessary)**

A. Name \_\_\_\_\_ Relationship \_\_\_\_\_  
 Position \_\_\_\_\_ Employer \_\_\_\_\_  
(IDENTIFY CITY, COUNTY, OR DISTRICT)  
 B. Name \_\_\_\_\_ Relationship \_\_\_\_\_  
 Position \_\_\_\_\_ Employer \_\_\_\_\_  
(IDENTIFY CITY, COUNTY OR DISTRICT)  
 C. Name \_\_\_\_\_ Relationship \_\_\_\_\_  
 Position \_\_\_\_\_ Employer \_\_\_\_\_  
(IDENTIFY CITY, COUNTY OR DISTRICT)

**ITEM 4 | FOR NEWLY ELECTED OR APPOINTED PUBLIC OFFICIALS AND EMPLOYEES**

List members of your immediate family who were employed before your election or appointment and who are now employed or supervised by you.

A. Name \_\_\_\_\_ Relationship \_\_\_\_\_  
Position \_\_\_\_\_ Employer \_\_\_\_\_  
(IDENTIFY CITY, COUNTY OR DISTRICT)  
Date Hired \_\_\_\_\_

B. Name \_\_\_\_\_ Relationship \_\_\_\_\_  
Position \_\_\_\_\_ Employer \_\_\_\_\_  
(IDENTIFY CITY, COUNTY OR DISTRICT)  
Date Hired \_\_\_\_\_

(Use ITEM 5, CONTINUATION, if necessary)

**ITEM 5 | CONTINUATION**

\_\_\_\_\_  
(Signature)

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

## General Information - Filing Requirements

A public official or public employee of a political subdivision may employ, recommend the employment of, or supervise the employment of an immediate family member if:

- 1) he or she does not abuse his or her official position; and
- 2) makes a written disclosure with the person in charge of keeping records for the governing body or a disclosure on the record to the governing body; and
- 3) he or she has first made a reasonable solicitation and consideration of applications for such employment:

NOTE: Examples of abuse of one's position could include, but are not limited to, (1) providing an unreasonably high salary, (2) not requiring the employee to actually perform the duties of his or her position, (3) terminating another employee to make a position available for an immediate family member, (4) hiring an immediate family member who is not qualified to hold the position.

### I. Who Must File:

- A. Public officials and employees of political subdivisions employing, recommending employment, or supervising the employment of an immediate family member must make a disclosure to the person in charge of keeping records for the governing body of the entity. Where applicable the disclosure may be made on the record to the governing body of the entity in lieu of a written disclosure.
- B. Public officials and employees who currently employ or supervise an immediate family member(s) employed prior to the election or appointment of the public official or public employee.

### II. When to File:

- A. Public officials and employees must file prior to employing, recommending employment, or supervising the employment of an immediate family member.

- B. Newly elected or appointed public officials or employees shall file prior to or as soon as reasonably possible after the official date of taking office.

### III. Where to File:

This form or other written disclosure should be filed with the person in charge of keeping records for the governing body of the entity served. (i.e., officials and employees of public power districts file with the district office; county officials and employees file with the county clerk; city or village officials or employees file with the city or village clerk; officials and employees of natural resource districts file with the office of the district manager; school district officials and employees file with the district superintendent or secretary of the school board. **Disclosure need not be made to the Nebraska Accountability and Disclosure Commission.**

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

**Disclosure of Potential Conflict of Interest by Officials, Employees, and Others Required to file Statements of Financial Interests.** If you are disclosing a potential conflict of interest use NADC Form C-2, or NADC Form C-2A Potential Conflict of Interest Statement.

**NOTE:** This form should not be used by State officials or State employees. See §49-1499.07 of the Nebraska Revised Statutes or contact the Commission.

## Definitions

**Governing body** means the village board of a village, the city council of a city, the board of commissioners or board of supervisors of a county, the board of directors of a public power district, or any body with the ultimate power to determine the entity's policies and control its activities.

**Immediate Family Member** means a child residing in an individual's household, a spouse of an individual, or an individual claimed by the public official or employee or his or her spouse as a dependent for federal income tax purposes.

Statutory Authority: Section 49-1499.04 Revised Statutes of Nebraska.

## PUBLIC PARTICIPATION

INSTRUCTIONS FOR MEMBERS OF THE PUBLIC WHO WISH TO SPEAK:  
This is the portion of the meeting when members of the public may speak to the board about matters of public concern.

- **Getting Started:** When you have been recognized, please identify yourself, including an address and the name of any organization you represent. The board may waive the address requirement to protect the security of the individual.
- **Time Limit:** The board will generally allow a total of 30 minutes for the presentation of all public comments. Individuals may speak only one time, and must limit comments to around 5 minutes. If there are more than 6 individuals who wish to address the board, the 30 minutes will be divided equally between the number of speakers. These time limits may be changed by a majority vote of the board members in attendance to extend the time for a specific item or speaker.
- **Personnel or Student Topic:** If you are planning to speak about a personnel or a student matter involving an individual, please understand that the district has a complaint policy and/or procedures to resolve such complaints and concerns. The Board requests that you follow the policy and procedures before addressing these matters with the Board. Board members will generally not respond to any questions you ask or comments about individual staff members or students.
- **General Rules:** This is a public meeting for the conduct of business. Comments from the audience while others are speaking will not be tolerated. Lewd, obscene, profane, slanderous, threatening and hostile conduct or statements and fighting words (words whose mere utterance entails a call to violence) will not be tolerated.
- **No Action by the Board:** The board will not act on any matter unless it is on the published agenda.



**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.

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# CONTRACTUAL INTEREST STATEMENT

## NADC FORM C-3

POSTMARK  
DATE \_\_\_\_\_  
MICROFILM  
NUMBER \_\_\_\_\_

OFFICE USE ONLY

BEFORE COMPLETING THIS FORM  
READ THE FILING REQUIREMENTS ON  
PAGE 3

- A local officer with an interest in any contract to which his or her governing body or anyone for its benefit is a party must disclose the interest on the record of the governing body responsible for approving the contract, or in writing by filing this form.
- File with the person charged with keeping records for the governing body involved in the contract **prior** to official consideration of the contract.
- Persons who fail to disclose their interests or otherwise do not comply with the law are subject to penalties.

### ITEM 1 YOUR NAME ADDRESS AND PHONE NUMBER

Name \_\_\_\_\_ Telephone No. \_\_\_\_\_  
Last First Middle  
Address \_\_\_\_\_  
STREET ADDRESS OR RURAL ROUTE City STATE ZIP CODE

### ITEM 2 OFFICE OR POSITION, ADDRESS, PHONE, TERM OF OFFICE

Office or Position: \_\_\_\_\_ Term: \_\_\_\_\_  
Name of City, County, District, Village, etc: \_\_\_\_\_  
Address \_\_\_\_\_ Phone \_\_\_\_\_

### ITEM 3 CONTRACT IN WHICH YOU HAVE AN INTEREST

- A. Names of Contracting Parties: \_\_\_\_\_  
B. Body Which Will Consider the Contract: \_\_\_\_\_  
C. Date Set for Consideration: \_\_\_\_\_  
D. Subject Matter and Basic Terms: \_\_\_\_\_

ITEM 4	NATURE AND EXTENT OF YOUR INTEREST IN THE CONTRACT AND AMOUNT OF CONTRACT (Use ITEM 5, CONTINUATION, if necessary)
--------	--

ITEM 5	CONTINUATION
--------	--------------

\_\_\_\_\_  
(Signature)

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

## General Information - Filing Requirements

### I. Who Must File:

A local officer with an interest in a contract to which his or her governing body or anyone for its benefit is a party must disclose the interest on the record of the body responsible for approving the contract, or in writing by filing this form.

### II When to File:

An officer must declare his or her interest in a contract and the nature and extent of the interest **prior** to official consideration of the contract. The information concerning the contract listed in ITEM 3 of this form must be provided to the person in charge of keeping records of the governing body within 10 days after the contract is signed by both parties.

### III. Where to File:

File with the person charged with keeping records for the governing body involved in the contract. For example, members of a County Board of Commissioners file with the County Clerk.

**Disclosure of Potential Conflict of Interest by State Executive Branch Officials, Employees, and Others required to file Statements of Financial Interest.** If you are disclosing a potential conflict of interest under section 49-1499 of the Accountability Act, use NADC Form C-2, Potential Conflict of 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.

**Officer** means a member of the board of directors of a natural resources district, a member of any board or commission of any county, school district, city or village which spends and administers its own funds, who is dealing with a contract made by such board or commission, and any elected county, school district, educational service unit, city, or village official, and a member of any board of directors or trustees of a district hospital as provided by the Nebraska Local Hospital District Act or a county hospital as provided by sections 23-343 to 23-343.19. Officer shall **not** mean volunteer firefighters or ambulance drivers with respect to their duties as firefighters or ambulance drivers.

**Governing Body** means the board of directors of a natural resources district, the board of supervisors or the board of commissioners of any county, a school district board, the board of an educational service unit, the city council of a city, the village board of a village, the board of directors or trustees of a district hospital as provided by the Nebraska Local Hospital District Act, sections 23-343.20 to 23-343.47, or a county hospital as provided by sections 23-343 to 23-343.19, or any board or commission of any county, school district, city or village which spends and administers its own funds.

An officer has an **interest** in a contract when the officer or his or her spouse, parent, or child: (a) has a business association as defined in sections 49-1408 and 49-14,103.01(5) with the business involved in the contract, or (b) will receive a direct pecuniary fee or commission as a result of the contract. An officer interested in a contract with his or her governing body may not: (1) vote on the matter of granting the contract, or (2) act for the governing body as to inspection or performance under the contract.

An **open account** established for the benefit of any governing body with a business in which an officer has an interest is considered a contract subject to disclosure requirements.

For purposes of contractual interest conflicts, as covered by section 49-14,103.01, ownership of less than five percent of the outstanding shares of a corporation shall not constitute an interest subject to disclosure.

Receiving deposits, cashing checks, and buying and selling warrants and bonds of indebtedness of a governing body by a financial institution is **not** considered a contract.

Any governing body as defined below may prohibit officers from having an interest in contracts over a specific dollar amount. A governing body may also exempt from disclosure requirements contracts for one hundred dollars or less in which an officer of the body has an interest.

## Definitions

**Business** means any corporation, partnership, sole proprietorship, firm, enterprise, franchise, association, organization, self-employed individual, holding company, joint stock company, receivership, trust, activity or entity.

**Business with which you are associated** means a business: (1) in which you are a partner, director or officer; or (2) 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.

For purposes of contractual interest conflicts, as covered by section 49-14,103.01, ownership of less than five percent of the outstanding shares of a corporation shall not constitute an interest subject to disclosure.

Statutory Authority: Section 49-14,103.01 R.S. Supp., 1987, and sections 49-14,103.02 to 49-14,103.07 R.S. Supp., 1986.

<b>NEBRASKA ACCOUNTABILITY AND DISCLOSURE COMMISSION</b> 11 <sup>th</sup> Floor, State Capitol P.O. Box 95086 Lincoln, NE 68509 (402) 471-2522	<h1 style="margin: 0;">EMPLOYMENT OF IMMEDIATE FAMILY MEMBERS DISCLOSURE STATEMENT</h1> <h2 style="margin: 10px 0 0 0;">NADC FORM C-4</h2>	POSTMARK DATE _____ MICROFILM NUMBER _____ <hr/> OFFICE USE ONLY
BEFORE COMPLETING THIS FORM READ THE FILING REQUIREMENTS ON PAGE 3		

- Local public officials and employees employing, recommending employment, or supervising the employment of an immediate family member must disclose the employment either in writing or on the record to the governing body employing the immediate family member. **This form should not be used by state officials or employees.**
- File this form or other written disclosure with the person in charge of keeping records for the governing body employing the immediate family member.
- Persons who fail to disclose the employment of immediate family members or who otherwise do not comply with the law are subject to penalties.

<b>ITEM 1</b>	<b>NAME, ADDRESS AND TELEPHONE NUMBER OF PUBLIC OFFICIAL OR PUBLIC EMPLOYEE</b>
---------------	---

Name _____	Telephone No. _____
Last                      First                      Middle	
Address _____	
STREET ADDRESS OR RURAL ROUTE	City                      STATE                      ZIP CODE

<b>ITEM 2</b>	<b>OFFICE OR POSITION, ADDRESS, TELEPHONE, TERM OF OFFICE</b>
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Office or Position: _____	Term: _____
Identify City, County or District: _____	
Address: _____ Telephone _____	

<b>ITEM 3</b>	<b>MEMBER OF YOUR IMMEDIATE FAMILY WHOM YOU INTEND TO EMPLOY, RECOMMEND FOR EMPLOYMENT, OR SUPERVISE (Use ITEM 5 CONTINUATION, if necessary)</b>
---------------	--

A. Name _____	Relationship _____
Position _____	Employer (IDENTIFY CITY, COUNTY, OR DISTRICT)
B. Name _____	Relationship _____
Position _____	Employer (IDENTIFY CITY, COUNTY OR DISTRICT)
C. Name _____	Relationship _____
Position _____	Employer (IDENTIFY CITY, COUNTY OR DISTRICT)

**ITEM 4 | FOR NEWLY ELECTED OR APPOINTED PUBLIC OFFICIALS AND EMPLOYEES**

List members of your immediate family who were employed before your election or appointment and who are now employed or supervised by you.

A. Name \_\_\_\_\_ Relationship \_\_\_\_\_

Position \_\_\_\_\_ Employer \_\_\_\_\_  
(IDENTIFY CITY, COUNTY OR DISTRICT)

Date Hired \_\_\_\_\_

B. Name \_\_\_\_\_ Relationship \_\_\_\_\_

Position \_\_\_\_\_ Employer \_\_\_\_\_  
(IDENTIFY CITY, COUNTY OR DISTRICT)

Date Hired \_\_\_\_\_

(Use ITEM 5, CONTINUATION, if necessary)

**ITEM 5 | CONTINUATION**

\_\_\_\_\_  
(Signature)

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

## General Information - Filing Requirements

A public official or public employee of a political subdivision may employ, recommend the employment of, or supervise the employment of an immediate family member if:

- 1) he or she does not abuse his or her official position; and
- 2) makes a written disclosure with the person in charge of keeping records for the governing body or a disclosure on the record to the governing body; and
- 3) he or she has first made a reasonable solicitation and consideration of applications for such employment:

NOTE: Examples of abuse of one's position could include, but are not limited to, (1) providing an unreasonably high salary, (2) not requiring the employee to actually perform the duties of his or her position, (3) terminating another employee to make a position available for an immediate family member, (4) hiring an immediate family member who is not qualified to hold the position.

### I. Who Must File:

- A. Public officials and employees of political subdivisions employing, recommending employment, or supervising the employment of an immediate family member must make a disclosure to the person in charge of keeping records for the governing body of the entity. Where applicable the disclosure may be made on the record to the governing body of the entity in lieu of a written disclosure.
- B. Public officials and employees who currently employ or supervise an immediate family member(s) employed prior to the election or appointment of the public official or public employee.

### II. When to File:

- A. Public officials and employees must file prior to employing, recommending employment, or supervising the employment of an immediate family member.

- B. Newly elected or appointed public officials or employees shall file prior to or as soon as reasonably possible after the official date of taking office.

### III. Where to File:

This form or other written disclosure should be filed with the person in charge of keeping records for the governing body of the entity served. (i.e., officials and employees of public power districts file with the district office; county officials and employees file with the county clerk; city or village officials or employees file with the city or village clerk; officials and employees of natural resource districts file with the office of the district manager; school district officials and employees file with the district superintendent or secretary of the school board. **Disclosure need not be made to the Nebraska Accountability and Disclosure Commission.**

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

**Disclosure of Potential Conflict of Interest by Officials, Employees, and Others Required to file Statements of Financial Interests.** If you are disclosing a potential conflict of interest use NADC Form C-2, or NADC Form C-2A Potential Conflict of Interest Statement.

**NOTE:** This form should not be used by State officials or State employees. See §49-1499.07 of the Nebraska Revised Statutes or contact the Commission.

## Definitions

**Governing body** means the village board of a village, the city council of a city, the board of commissioners or board of supervisors of a county, the board of directors of a public power district, or any body with the ultimate power to determine the entity's policies and control its activities.

**Immediate Family Member** means a child residing in an individual's household, a spouse of an individual, or an individual claimed by the public official or employee or his or her spouse as a dependent for federal income tax purposes.

Statutory Authority: Section 49-1499.04 Revised Statutes of Nebraska.

## PUBLIC PARTICIPATION

INSTRUCTIONS FOR MEMBERS OF THE PUBLIC WHO WISH TO SPEAK:  
This is the portion of the meeting when members of the public may speak to the board about matters of public concern.

- **Getting Started:** When you have been recognized, please identify yourself, including an address and the name of any organization you represent. The board may waive the address requirement to protect the security of the individual.
- **Time Limit:** The board will generally allow a total of 30 minutes for the presentation of all public comments. Individuals may speak only one time, and must limit comments to around 5 minutes. If there are more than 6 individuals who wish to address the board, the 30 minutes will be divided equally between the number of speakers. These time limits may be changed by a majority vote of the board members in attendance to extend the time for a specific item or speaker.
- **Personnel or Student Topic:** If you are planning to speak about a personnel or a student matter involving an individual, please understand that the district has a complaint policy and/or procedures to resolve such complaints and concerns. The Board requests that you follow the policy and procedures before addressing these matters with the Board. Board members will generally not respond to any questions you ask or comments about individual staff members or students.
- **General Rules:** This is a public meeting for the conduct of business. Comments from the audience while others are speaking will not be tolerated. Lewd, obscene, profane, slanderous, threatening and hostile conduct or statements and fighting words (words whose mere utterance entails a call to violence) will not be tolerated.
- **No Action by the Board:** The board will not act on any matter unless it is on the published agenda.

## **STUDENT FEE POLICY**

The Board of Education of Arapahoe Public Schools adopts the following student fees policy in accordance with the Public Elementary and Secondary Student Fee Authorization Act.

The District's general policy is to provide for the free instruction in school in accordance with the Nebraska Constitution and state and federal law. This generally means that the District's policy is to provide free instruction for courses that are required by state law or regulation and to provide the staff, facility, equipment, and materials necessary for such instruction, without charge or fee to the students. The District does provide activities, programs, and services to children, which extend beyond the minimum level of constitutionally required free instruction. Students and their parents have historically contributed to the District's efforts to provide such activities, programs, and services. The District's general policy is to continue to encourage and, to the extent permitted by law, to require such student and parent contributions to enhance the educational program provided by the District.

Under the Public Elementary and Secondary Student Fee Authorization Act, the District is required to set forth in a policy its guidelines or policies for specific categories of student fees. The District does so by setting forth the following guidelines and policies. This policy is subject to further interpretation or guidance by administrative or Board regulations that may be adopted from time to time. The Policy includes Appendix "XIV," which provides further specifics of student fees and materials required of students for the 2020-2021 school year. Parents, guardians, and students are encouraged to contact their building administration or their teachers or activity coaches and sponsors for further specifics.

### MEAL CHARGE POLICY:

Each school will notify the student, parent, or guardian that the balance is getting low when the balance is close to a negative \$10. If the balance becomes a negative \$20, no further regular breakfasts or lunches will be offered. Rather an alternate meal will be provided to the student as approved by the Nebraska Department of Education Nutrition Services, or a sack lunch may be brought from home.

Students who qualify for free meals will not be denied a reimbursable meal, even if they have accrued a negative balance from other food purchases.

School staff may prohibit any students from charging a la carte or extra items if they do not have cash in hand or their account has a negative balance. If a student repeatedly lacks funds to purchase a meal, has not brought a meal from home, and is not enrolled in a free meal program, the district will use its resources and contacts to protect the health and safety of the student. Failure or refusal of parents or guardians to provide meals for students may require mandatory reporting to child protection agencies as required by law.

## Parent-Student Handbook

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### COLLECTION OF DELINQUENT MEAL CHARGE DEBT:

The school district is required to make reasonable efforts to collect unpaid meal charges. The building principal or his or her designee will contact households about unpaid meal charges and notify them again of the availability of the free and reduced meal program and/or establish payment plans and due dates by telephone, e-mail, or other written or oral communication. If these collection efforts are unsuccessful, the school district may pursue any other methods to collect delinquent debt as allowed by law. Collection efforts may continue into a new school year.

### GUIDELINES FOR NON-SPECIALIZED ATTIRE:

Students have the responsibility to furnish and wear non-specialized attire meeting general District grooming and attire guidelines, as well as grooming and attire guidelines established for the building or programs attended by the students or in which the students participate. Students also have the responsibility to furnish and wear non-specialized attire reasonably related to the programs, courses and activities in which the students participate where the required attire is specified in writing by the administrator or teacher responsible for the program, course, or activity.

The District will provide or make available to students such safety equipment and attire as may be required by law, specifically including appropriate industrial-quality eye protective devices for courses of instruction in vocational, technical, industrial arts, chemical or chemical-physical classes which involve exposure to hot molten metals or other molten materials, milling, sawing, turning, shaping, cutting, grinding, or stamping of any solid materials, heat treatment, tempering, or kiln firing of any metal or other materials, gas or electric arc welding or other forms of welding processes, repair or servicing of any vehicle, or caustic or explosive materials, or for laboratory classes involving caustic or explosive materials, hot liquids or solids, injurious radiations, or other similar hazards. Building administrators are directed to assure that such equipment is available in the appropriate classes and areas of the school buildings; teachers are directed to instruct students in the usage of such devices and to assure that students use the devices as required, and students have the responsibility to follow such instructions and use the devices as instructed.

### PERSONAL OR CONSUMABLE ITEMS & MISCELLANEOUS:

#### *Extracurricular Activity:*

Students have the responsibility to furnish any personal or consumable items for participation in extracurricular activities.

#### COURSES:

##### General Course Materials.

Items necessary for students to benefit from courses will be made available by the District during the school day. Students may be encouraged, but not required, to bring items needed to benefit from courses including, but not limited to, pencils, paper, pens, erasers, notebooks, trappers, protractors and math calculators. A specific class supply list will be published annually in a Board-approved student handbook or supplement or other notice. The list may include refundable damage or loss deposits required for usage of certain District property.

#### DAMAGED OR LOST ITEMS:

Students are responsible for the careful and appropriate use of school property. Students and their parents or guardian will be held responsible for damage to school property where such damage is caused or aided by the student and will also be held responsible for the reasonable replacement cost of school property which is placed in the care of and lost or damaged by the student.

#### MATERIALS REQUIRED FOR COURSE MATERIALS:

Students are permitted to and may be encouraged to supply materials for course projects. Some course projects, such as projects in art and shop classes, may be kept by the student upon completion. In the event the completed project has more than minimal value, the student may be required, as a condition of the student keeping the completed project, to reimburse the District for the reasonable value of the materials used in the project. Standard project materials will be made available by the District. If a student wants to create a project other than the standard course project, or to use materials other than standard project materials, the student will be responsible for furnishing or paying the reasonable cost of any such materials for the project.

#### MUSIC COURSE MATERIALS:

Students will be required to furnish musical instruments for participation in optional music courses. Use of a musical instrument without charge is available under the District's fee waiver policy. The District is not required to provide for the use of a particular type of musical instrument for any student.

#### PARKING:

Students may be required to pay for parking on school grounds or at school-sponsored activities, and may be subject to payment of fines or damage for damage caused with or to vehicles or for failure to comply with school parking rules.

### EXTRACURRICULAR ACTIVITIES:

Specialized equipment or attire. Extracurricular activities means student activities or organizations which are supervised or administered by the District, which do not count toward graduation or advancement between grades, and in which participation is not otherwise required by the District. The District will generally furnish students with specialized equipment and attire for participation in extracurricular activities. The District is not required to provide for the use of any particular type of equipment or attire. Equipment or attire fitted for the student and which the student generally wears exclusively, such as dance squad, cheer leading, and music/dance activity (e.g. choir or show choir) uniforms and outfits, along with T-shirts for teams or band members, will be required to be provided by the participating student. The cost of maintaining any equipment or attire, including uniforms, which the student purchases or uses exclusively, shall be the responsibility of the participating student. Equipment that is ordinarily exclusively used by an individual student participant throughout the year, such as golf clubs, softball gloves, and the like, are required to be provided by the student participant. Items for the personal medical use or enhancement of the student (braces, mouthpieces, and the like) are the responsibility of the student participant. Students have the responsibility to furnish personal or consumable equipment or attire for participation in extracurricular activities or for paying a reasonable usage cost for such equipment or attire. For musical extracurricular activities, students may be required to provide specialized equipment, such as musical instruments, or specialized attire, or for paying a reasonable usage cost for such equipment or attire. Any fees for participation in extra-curricular activities for the 2020-2021 school year are further specified in Appendix XIV Admission fees are charged for extracurricular activities and events.

# Parent-Student Handbook

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## POSTSECONDARY EDUCATION COSTS:

Students are responsible for post-secondary education costs. The phrase "post-secondary education costs" means tuition and other fees only associated with obtaining credit from a post-secondary educational institution. For a course in which students receive high school credit and for which the student may also receive post-secondary education credit, the course shall be offered without charge for tuition, transportation, books, or other fees, except tuition and other fees associated with obtaining credits from a post-secondary educational institution.

## TRANSPORTATION COSTS:

Students are responsible for fees established for transportation services provided by the District as and to the extent permitted by federal and state laws and regulations.

## COPIES OF STUDENT FILES OR RECORDS:

The Superintendent or the Superintendent's designee shall establish a schedule of fees representing a reasonable cost of reproduction for copies of a student's files or records for the parents or guardians of such student. A parent, guardian or student who requests copies of files or records shall be responsible for the cost of copies reproduced in accordance with such fee schedule. The imposition of a fee shall not be used to prevent parents of students from exercising their right to inspect and review the students' files or records and no fee shall be charged to search for or retrieve any student's files or records. The fee schedule shall permit one copy of the requested records be provided for or on behalf of the student without charge and shall allow duplicate copies to be provided without charge to the extent required by federal or state laws or regulations.

## PARTICIPATION IN BEFORE-AND-AFTER-SCHOOL OR PRE-KINDERGARTEN SERVICES:

Students are responsible for fees required for participation in before-and-after- school or pre-kindergarten services offered by the District, except to the extent such services are required to be provided without cost.

## PARTICIPATION IN SUMMER SCHOOL OR NIGHT SCHOOL:

Students are responsible for fees required for participation in summer school or night school. Students are also responsible for correspondence courses.

## **Breakfast and Lunch Programs**

Students shall be responsible for items which students purchase from the District's breakfast and lunch programs. The cost of items to be sold to students shall be consistent with applicable federal and state laws and regulations. Students are also responsible for the cost of food, beverage, and personal or consumable items, which the students purchase from the District or at school, whether from a "school store," a vending machine, a booster club or parent group sale, a book order club, or the like. Students may be required to bring money or food for field trip lunches and similar activities. No foods in competition with the school lunch or breakfast program shall be sold or otherwise made available to students anywhere on school premises during the period of one-half hour prior to after serving breakfast or lunch.

## FEE WAIVER POLICY:

The District's policy is to provide fee waivers in accordance with the Public Elementary and Secondary Student Fee Authorization Act. Students who qualify for free or reduced price lunches under United States Department of Agriculture child nutrition programs shall be provided a fee waiver (Policy No. 5416.F1) or be provided the necessary materials or equipment without charge for:

1. participation in extracurricular activities and
2. use of a musical instrument in optional music courses that are not extracurricular activities. Participation in a free-lunch program or reduced price lunch program is not required to qualify for free or reduced price lunches for purposes of this section.

Students or their parents must request a fee waiver prior to participating in or attending the activity, and prior to purchase of the materials.

## DISTRIBUTION OF POLICY:

The Superintendent or the Superintendent's designee shall publish the District's student fee policy in the Student Handbook or the equivalent (for example, publication may be made in an addendum or a supplement to the student handbook). The Student Handbook or the equivalent shall be provided to every student of the District or to every household in which at least one student resides, at no cost.

## STUDENT FEE FUND:

The School Board hereby establishes a Student Fee Fund. The Student Fee Fund shall be a separate school district fund not funded by tax revenue, into which all money collected from students and subject to the Student Fee Fund shall be deposited and from which money shall be expended for the purposes for which it was collected from students. Funds subject to the Student Fee Fund consist of money collected from students for:

1. participation in extracurricular activities,
2. post-secondary education costs, and
3. summer school or night school.

**APPENDIX XIV Fees**

Program	General Description of Fee or Material	\$ _____ Amount of Fee (Anticipated or Maximum) <sup>b</sup> or Specific Material Required
<b>Elementary Program</b>		
School Meals		<p>Grades (PREK - 6 )  <u>Breakfast = \$1.80</u>  <u>Lunch = \$2.95</u>  <u>Milk = \$0.25</u>  <u>Seconds = \$1.20</u></p> <p>Prices are maximums based on one meal per day, cost will vary depending on the number of meals or items purchased by the student, and may be adjusted during the year.</p>
Physical Education classes	Appropriate clothing	Tennis shoes ( <b>You may apply for a grant to assist with purchase of second pair</b> ) and white socks, running shorts, T-shirt
Art classes and special projects or events	Appropriate clothing (non-specialized attire)	Old shirt for painting; other clothing which may get paint on it or otherwise be damaged
Music-Optional band Courses	Musical instruments	<p>Band Fee: Instrument Rental Fee if needed.</p> <p>Student will be responsible for the cost of the following as needed:</p> <p>Uniform Cleaning                      Uniform Altering (if needed)</p> <p>Reeds, valve oil, drum sticks, lyres, flip folders, slide grease, reed guards, cleaning swabs, mouthpiece brushes, pad savers, ligatures, and a "gig bag", etc.</p> <p>Uniforms for the marching band will be supplied by the school; students may be required to pay a refundable band uniform rental fee of up to \$50.00.</p> <p>Instrument Rental:                      Percussion \$15/Semester                      Woods or Brass \$30/Semester</p> <p>Limited instruments available for use by any student.</p>
Classroom supplies	General supplies, such as writing instruments (pens, pencils, crayons, markers), notebooks, etc.	<u>No Fee</u> : for necessary classroom supplies. These will be made available by the school. Students will be responsible for the replacement cost of damaged or lost supplies. Students are encouraged but not required to bring items from class supply lists.
Field Trips	Transportation and admission costs of field trips	<u>No Fee</u> : for costs of school sponsored, class-related field trips. These will be paid for by the school. Parents may be encouraged but not required to pay for field trip costs of up to \$5.00 per student for each field trip to defray costs. (With administrative approval, the requested donation may be up to \$100.00 for special field trips). Meals on field trips will be at the expense of the student. School lunches will be provided as needed for free-reduced lunch eligible students.
Summer school courses	Classes offered during the summer, or at night, if any	\$50 to \$200 per class.
Copies	Use of school copiers (except for one copy of the student file, which will be provided without charge).	<p>Black &amp; White (when charges apply):                      Ten cents (\$0.10) per page single sided.                      Fifteen (\$0.15) for double sided.</p> <p>Color (when charges apply):                      Fifteen (\$0.15) per page single sided.                      Twenty (\$0.20) per page double sided)</p>

Secondary Program	General Description of Fee or Material	\$ _____ Amount of Fee (Anticipated or Maximum) or Specific Material Required
School Meals		Grades 7-12 Breakfast = \$2.00 Lunch = \$3.20 Milk = \$0.25 Seconds = \$1.20 Ala-carte = Item Specific (cash sales only)  Prices are maximums based on one meal per day, cost will vary depending on the number of meals or items purchased by the student, and may be adjusted during the year.
Physical Education Classes	Appropriate clothing	Tennis shoes ( <b>a pair of tennis shoes designated only for gym use is required. You may apply for a grant to assist with purchase of second pair</b> ) and white socks, running shorts, T-shirt
Art and shop classes and special projects, science classes	Appropriate clothing (non-specialized attire)  Goggles-1 pair provided per year. If lost or damaged students are required to purchase a new pair.	Old shirt for painting; other clothing which may get paint on it or otherwise be damaged; protective clothing for shop classes; approved protective goggles for science classes.
Music-Optional band courses	Musical instruments	Band Fee: Instrument Rental Fee if needed. Student will be responsible for the cost of the following as needed: <ul style="list-style-type: none"> <li>● Uniform Cleaning</li> <li>● Uniform Altering (if needed)</li> <li>● Reeds, valve oil, drum sticks, lyres, flip folders, slide grease, reed guards, cleaning swabs, mouthpiece brushes, pad savers, ligatures, and a "gig bag", etc.</li> <li>● Uniforms for the marching band will be supplied by the school; students may be required to pay a refundable band uniform rental fee of up to \$50.00.</li> </ul> Instrument Rental: <ul style="list-style-type: none"> <li>● Percussion \$15/Semester</li> <li>● Woods or Brass \$30/Semester</li> </ul> Limited instruments available for use by any student.
Classroom Supplies	General supplies, such as writing instruments (pens, pencils, crayons, markers), notebooks, etc.	None--necessary classroom supplies will be made available by the school. Students will be responsible for the replacement cost of damaged or lost supplies. Students are encouraged but not required to bring items from class supply lists which may be handed out by the office or individual teachers.
Computer Rental		\$35.00 per year. Student is responsible for all damage not covered in the rental agreement.
Classroom Projects, i.e., Family & Consumer Science, Industrial Technology	Project Cost	Student pays cost that is beyond the standard project provided by the school.
Advanced math or science classes	Specialized calculators	Some calculators will be available at school. If lost or damaged a replacement fee will be assessed at a rate paid by the school. Students are encouraged but not required to purchase such equipment. for their personal use.
Copies	Use of school copiers (except for one copy of the student file, which will be provided without charge)	Black & White (when charges apply): Ten cents (.10) per page single sided. Fifteen (\$0.15) for double sided. Color (when charges apply): Fifteen (\$0.15) per page single sided. Twenty (\$0.20) per page double sided)

Post-secondary education classes	Tuition and fees for college courses taken for credit.	<u>No Fee</u> Any postsecondary education costs are to be paid directly by students to the college.
End of year lost or damaged books	Damage fee or replacement cost	Fees and fines up to \$5.00 for damaged books. Lost books or ruined books are charged replacement cost, generally at a maximum of \$100.00
Yearbooks - Optional	School Book	Yearbooks are published and made available for purchase every year. Cost is generally about \$35
College entrance tests and preparation	Prep programs & tests	The ACT is a state assessment and the initial cost of the ACT is covered for all Juniors. Additional Attempts for the ACT or taking the PSAT will not be paid for by the district and the cost will need to be paid directly to the private company.
Summer School Courses	Classes offered during the summer, or at night, if any	\$100 deposit for per credit recovery course with \$50 to be refunded upon successful completion of the course. Driver Ed = \$190-\$290
Locker usage	Use of school padlock	\$5.00 fee if damaged or not returned at the end of the year.

<b>Extracurricular and other programs</b>	<b>General Description of Fee or Material</b>	<b>\$ Amount of Fee (Anticipated or Maximum) or Specific Material Required</b>	
<b>Athletic Programs</b>			
Admission	Spectator fees for admission to events	\$5.00 per Adult \$4.00 per Student. APS students will receive a pass for all non-tournament home events; For District and Conference events hosted by the School, cost to be set by NSAA but not to exceed \$20.00 per event.	
Athletic Physicals	NSAA required athletic physicals	Cost varies and is payable directly to student's physician or clinic.	
Equipment and Attire	Students are responsible for required equipment and attire appropriate to the sport or activity which are not provided by the school, and are responsible for any optional clothing, equipment, or other items associated with the sport or activity. Uniform items are checked out to students. If lost or damaged students will be assessed fees in the amount of replacement cost.	Required items include athletic undergarments (supporter, bra, socks and undershirts), practice attire, including shorts, shirts, socks and shoes suitable for the activity, and dress attire suitable for team travel. Optional items for which students are responsible include personal athletic bags, hair ties, sweatbands, non-required gloves, swim goggles, towels, forearm pads and personal medical devices (braces, orthopedic inserts, etc.). Additional required items for particular sports or activities include:	
		Basketball	No additional
		Football	Mouthpiece
		Golf	Golf bag & Clubs
		Speech	Dress attire; copies of research
		Track	No additional
		Volleyball	Volleyball knee Pads
		Wrestling	Wrestling head Gear
		Cheerleading and Flag Team Squads	Shoes, approved uniforms (top & skirt; jacket), poms and other accessories
Travel meals	Meals	Students are responsible for their own meals while traveling.	
Locker use	Padlock for locker	\$5.00 fee if damaged or not returned at the end of the year.	
Camps and clinics	Registration and other costs of camps or clinics	Students are responsible for the cost of all clinics, camps and conditioning programs. Any personal items purchased at camps or clinics, such as t-shirts, shall be at the student's expense.	
Athletic Clubs	Letterman's club and other clubs supporting the athletic program	Currently no dues required. Annual dues not to exceed \$25.00 per club.	
Marching Band and Musical Groups	Equipment and attire.	Band Fee: Rental Fee if needed. Student will be responsible for the cost of the following, as needed:	
		Uniform Cleaning	

		<p>Uniform Altering (if needed)</p> <p>Reeds, valve oil, drum sticks, lyres, flip folders, slide grease, reed guards, cleaning swabs, mouthpiece brushes, pad savers, ligatures, and a "gig bag", etc.</p> <p>Uniforms for the marching band will be supplied by the school; students may be required to pay a refundable band uniform rental fee of up to \$50.00.</p> <p>Instrument Rental:</p> <p>Percussion \$15/Semester</p> <p>Woods or Brass \$30/Semester</p>
Vocal and Music Group	Coordinating group attire	HS Vocal fee = \$6 (robe cleaning) Students will pay for outfits selected by the group. Cost will be a maximum of \$130.00
<b>Clubs/Organizations</b>		
Future Farmers (FFA)	State & national dues, meals and activities	Annual dues not to exceed \$50.00 per club.
Future Career/ Community Leaders (FCCLA)	State & national dues, meals and activities	Annual dues not to exceed \$50.00 per club.
National Honor Society	State & national dues, meals and activities	Currently no dues required. Annual dues not to exceed \$50.00 per club.
Swing Choir	Attire	Students are responsible for purchasing outfits and accessories. Not to exceed \$150.00.
All Girls Swing Choir	Attire	Students are responsible for purchasing outfits and accessories.
Student Council	State & national dues, meals and activities	Currently no dues required. Annual dues not to exceed \$50.00 per club.
Dance Team	Uniforms	Uniforms range up to \$250.00. Camp attendance is optional.
Cheerleading	Uniforms	Uniforms range up to \$500.00. Camp attendance is optional.
<b>Social &amp; Recognition Activities</b>		
School plays, musicals and social activities	Admission to events	\$10.00 per play or activity
School dances	Admission to Dances	\$5.00 per person (except Prom and Homecoming).
Class dues		Currently no dues are assessed. Each of the six secondary classes may assess its members an amount not to exceed \$50.00 annually for rental and decoration of dance facilities, punch and snacks at social activities, memorials and recognition plaques, flowers, and cards, and similar class activities. The payment of such an assessment shall be strictly voluntary, but students who do not pay may be denied admission to extracurricular activities supported by the class dues.
Picture Packets	Optional - Pictures are still taken for use in school yearbook.	Students purchase packets as desired and pay directly to photo company.
Senior recognition assessment	Optional graduation activities	Participation in class activities attendant to graduation (such as being part of the composite picture, special yearbook page, etc.) is not required in order for students to receive their high school diploma. Students who choose to participate will be required to pay the cost of the items involved in the graduation ceremony and attendant class activities. These may include the rental of graduation robes, caps, tassels, class flowers, one mother's flower, class gift, yearbook picture page, and class composite picture. A single Senior Class Recognition Assessment, not to exceed \$50, will be assessed to those Seniors who elect to participate in such activities. Expenses for above mentioned items will be paid out of the "Class Activity" account until funds are depleted. After this fund is empty, students will be responsible for all optional graduation activity costs.

Trips	Transportation, lodging, meals, admission to events, etc.	<p>For the extracurricular and options trip - Seniors' Day Out to Lincoln and Omaha, students will be assessed a \$5.00 fee and will be responsible for meals. Students are responsible for costs of school sponsored trips where the trip is an extracurricular activity. The maximum costs of such trips will be \$2,000 per student.</p> <p>If the trip is not school sponsored, the costs of the trip are not subject to this policy and no fee waivers will apply. A trip is not school sponsored if: it is not supervised or administered by the school, attendance on the trip does not count towards graduation credit or grade advancement, and participation on the trip is voluntary for students.</p>
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Instruction

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Parental/Community Involvement in Schools

Furnas County School District 33-0018, a/k/a Arapahoe Public Schools, after having conducted a public hearing concerning parental involvement and participation, declares that it shall be the policy of the District:

1. In the event any parent has a complaint or objection to textbooks, tests, curriculum materials, and any other instructional materials, the parent may request a personal conference with the parent and appropriate school personnel to discuss such concerns as the superintendent or designee may deem appropriate. The Superintendent or designee shall prepare a complaint form which may be used by a parent to express objections to any such instructional material. Such complaint forms shall seek information including, but not limited to, the specific instructional material complained of, the reason for the complaint, and a proposed resolution of the complaint by the parent.
2. Upon reasonable advance request a parent will be permitted to attend and monitor courses, assemblies, counseling sessions, and other instructional activities unless the school determines that such attendance would substantially interfere with a legitimate school interest, which includes the interests of the parent's child, other students, and the educational staff.
3. Parents are encouraged to communicate to school staff when the parent believes it to be appropriate for their child to be excused from testing, classroom instruction, and other school experiences that the parent finds objectionable. The Superintendent or designee shall make a provision on the complaint form hereinabove referenced for receiving information from a parent concerning what specific testing, classroom instruction, or other school experience the parent finds objectionable, the basis for the parent's objection and a proposed solution for dealing with the objection that would be satisfactory to the parent and consistent with the mission of the District and legitimate school interests.
4. Upon request of a parent, the District will provide access to the education records of their child consistent with applicable law. Access will be provided during regular business hours of the school.
5. The District will notify parents when their child may be subjected to a standard norm referenced or criterion referenced test or standard tests such as but not limited to the Measure of Academic Progress (MAP) test. When reasonable to do so or required by law the parents will be notified of where a sample of such test might be observed and the date upon which such test will be administered. As to all testing by the District, experimental evaluation methodologies, experimental testing instruments and any testing instrument which would tend to inquire into the values, beliefs, or privacy rights of any student, or parent or guardian of such student shall be prohibited unless a parent requests in writing that such tests be administered to their child.
6. Prior to any school sponsored survey being administered to the students of the District, it shall be the responsibility of the Superintendent or designee to notify the parent or parents of each student involved in the survey of the nature of the survey, the date and time when such survey shall be administered, and the purpose for which and the uses of which survey exist from the school's perspective.
7. As a general matter substantive decision-making processes will be left to the judgment of the professional staff, administration and the Board of Education, subject to an effort to receive information from parents as to any concerns, objections, or other information such parents would wish to provide to the school district concerning a parent's access, involvement, and participation in activities of the school.

Legal Reference: Neb. Rev. Stat. §§ 79-530 to 79-533  
Family Educational Rights and Privacy Act, 20 U.S.C. 1232g Protection of  
Pupil Rights Amendment, 20 U.S.C. 1232h

Date of Adoption: August 11, 2014

# Ag Valley Co-op

Box 68  
Edison, NE 68936  
(308) 927-3681  
800-228-1352

ACCOUNT # \_\_\_\_\_

ORDER # \_\_\_\_\_

## Fixed Price Fuel Purchase Contract

THIS AGREEMENT, made and entered into this 8/5/2022, by and between Apache/Holbrook Public School of Apache, NE (referred to as "Purchaser") and Ag Valley Cooperative, Nonstock, a cooperative with its principal place of business at Edison, Nebraska (referred to as "Dealer").

**PRODUCTS:** Purchaser hereby agrees to purchase from Dealer and Dealer hereby agrees to supply to Purchaser the following commodities through Dealer's Tankwagon / Bob tail delivery. This contract is product specific (i.e..if you contract Ruby and purchase straight #2 Diesel, the straight #2 Diesel will not be applied to your contract).

(Product)	(Quantity)	(Price)	(Time Period)	(Total Price)
1. <u>E-10 GAS</u>	<u>4700</u> gallons	at \$ <u>3.24</u> per gallon	<u>Sep 22</u> to <u>May 23</u>	\$ <u>15,463.00</u>
2. <u>Roadmaster Diesel</u>	<u>500</u> gallons	at \$ <u>?</u> per gallon	<u>Sep 22</u> to <u>May 23</u>	\$ _____
3. <u>Propane</u>	<u>8000</u> gallons	at \$ <u>2.80</u> per gallon	<u>Sep 22</u> to <u>May 23</u>	\$ <u>22,400.00</u>

(Collectively the "Fuel")

**Total Dollar Amount \$** \_\_\_\_\_

**PRICING:** The parties acknowledge that the price shall not exceed said commodity pricing unless changes in any applicable taxes. Provided that in the event the nearest contracting terminal is out of product, Dealer may have to go a greater distance to load fuel, Purchaser shall pay difference in freight between contracted terminal and lifting terminal.

**PAYMENT:** Purchases of Fuel pursuant to this Contract shall be billed to Purchaser on a monthly basis on Purchaser's credit account, and Purchaser agrees to pay Dealer in full for all purchases made (including but not limited to all Fuel purchased under this Contract) on such credit account not later than the 10<sup>th</sup> day of the month following the month for which the statement of account was rendered. If Purchaser fails to timely pay the Dealer as required in this Contract, Dealer may terminate this Contract at Dealer's option upon written notice to Purchaser; further, Purchaser agrees to pay Dealer interest on such credit account at the rate of 1.333% per month for all charges which remain unpaid for more than 30 days following rendition of the statement.

**DEFAULT PROVISIONS:** This Contract has no option or rollover provisions. If this Contract is terminated by Dealer as set forth above or if any portion of this Contract remains unfilled at the expiration date due to a default by the Purchaser, Dealer reserves the right to declare the Purchaser in default of the unfilled portion of the Contract. If Purchaser breaches this Contract, Dealer may pursue any and all legal remedies, which may include losses resulting from the difference between the contract price stated herein and the current cash price for Fuel on the expiration/termination date, plus all expenses and incidental and consequential damages. If Purchaser breaches its obligations under any other agreement between Purchaser and Dealer, and such breach is not corrected in accordance with the specific terms of such agreement, then Dealer in its sole discretion may terminate this Contract by written notice to Purchaser, and Dealer may immediately set off the amounts received pursuant to this Contract (e.g., prepayments or other credits) against any damages sustained by Dealer as a result of Purchaser's breach of such other agreement(s); in such case, Dealer shall be relieved from its obligations to perform under this Contract. Dealer may waive a Purchaser's default; however, such waiver of any default by Purchaser shall not constitute a waiver of any other default by Purchaser.

**FORCE MAJEURE:** In the event of war, fire, flood, strike, labor trouble, breakage of equipment, accident, riot, act of United States or Foreign government authority, Acts of God, or any other contingency beyond reasonable control of Dealer interfering with supply of the Fuel under this Contract, the parties agree that the delivery or pickup dates shall be reasonably extended, and Dealer's only liability will be to supply the Fuel as it becomes available. If any provision of this Contract is deemed invalid or unenforceable by any court or tribunal, the parties agree that such provision is considered stricken and all remaining provisions shall remain valid and enforceable. This Contract may not be assigned without the written consent of the other party.

**MISCELLANEOUS:** This Contract shall be binding upon the heirs, executor, administrator, and representatives of the parties hereto. Unless otherwise terminated as provided herein, this Contract will expire when all Fuel delivered to Purchaser or when the identified delivery time period has expired, whichever occurs first. Title and risk of loss shall transfer to Purchaser at time of delivery.

Purchaser: \_\_\_\_\_

Dealer: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_